

**Board of Commissioners
Recessed Meeting
May 20, 2024**



WASHINGTON COUNTY BOARD OF COMMISSIONERS
RECESSED MEETING AGENDA
MAY 20, 2024

COMMISSIONERS' ROOM, 116 ADAMS STREET, PLYMOUTH, NC

- | | | |
|--------|---------|---|
| | 6:00 PM | Call to Order—Chair Keyes |
| Item 1 | 6:01 PM | Consent Agenda <ul style="list-style-type: none">a) NCVTS Pending Refund Reportb) RESO 2024-018 Authorizing Sale of Real Property, 134 Daisy Lanec) RESO 2024-019 Authorizing Sale of Real Property, 90 Cumberland St.d) RESO 2024-020 Vulnerable Adult and Elder Abuse Awareness Month (Proclamation)e) RESO 2024-021 Authorizing Execution of A Utility Right of Way Agreement with Dominion Energy to Install and Connect Electrical Utilities at the Newly Constructed PK-12 School |
| Item 2 | 6:10 PM | Washington County Board of Equalization & Review, Ms. Sherri Wilkins, Tax Administrator |
| Item 3 | 6:20 PM | Budget Amendments & Transfers, Ms. Missy Dixon, Finance Officer |
| Item 4 | 6:30 PM | Public Hearing: Washington County FY25 Recommended Budget
Mr. Curtis Potter, CM/CA |
| Item 5 | 7:00 PM | Voting Delegate for 2024 NACO Annual Conference, Ms. Julie Bennett, Clerk |
| Item 6 | 7:10 PM | Closed Session has been scheduled according to NCGS §143-318.11(a)(3) (attorney-client privilege) and NCGS §143-318.11(a)(6) (personnel). |

Recess/Adjourn

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 1

DATE: May 20, 2024

ITEM: Consent Agenda

SUMMARY EXPLANATION:

- a) NCVTS Pending Refund Report
See attached. This one came in late after the May 6 BoCC mtg.
- b) RESO 2024-018 Authorizing Sale of Real Property, 134 Daisy Lane
See attached.
- c) RESO 2024-019 Authorizing Sale of Real Property, 90 Cumberland St.
See attached.
- d) RESO 2024-020 Vulnerable Adult and Elder Abuse Awareness Month (Proclamation)
See attached.
- e) RESO 2024-021 Authorizing Execution of A Utility Right of Way Agreement with
Dominion Energy to Install and Connect Electrical Utilities at the Newly Constructed
PK-12 School
See attached.

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS:

ANN C. KEYES, CHAIR

CAROL V. PHELPS, VICE-CHAIR

TRACEY A. JOHNSON

JOHN C. SPRUILL

JULIUS WALKER, JR.



ADMINISTRATIVE STAFF:

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cpotter@washconc.org

JASON SQUIRES
ASSISTANT COUNTY MANAGER
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JULIE J. BENNETT, MMC, NCMCC
CLERK TO THE BOARD
jbennett@washconc.org

POST OFFICE BOX 1007
PLYMOUTH, NORTH CAROLINA 27962
OFFICE (252) 793-5823

RESOLUTION 2024-018

RESOLUTION AUTHORIZING SALE OF REAL PROPERTY, 134 DAISY LANE, ROPER, TAX PIN# 7719.00-14-5614 BY ELECTRONIC PUBLIC AUCTION PURSUANT TO G.S. 160 A-270

WHEREAS, G.S. 160A-270 authorizes the Board of County Commissioners of Washington County to sell real property at public auction, including electronic public auction, upon adoption of a resolution authorizing the appropriate official to dispose of the property at public auction subject to the Board's acceptance of the highest bid; and

WHEREAS, the County Manager has recommended that the property, described below, should be sold at public auction as surplus property;

- 1. 134 Daisy Lane, Roper, NC; Tax Pin # 7719.00-14-5614; Deed Book 541, Page 818;**
- 2. GIS MAP (see Attachment A)**
- 3. Approximate estimated tax value \$6,000 and back taxes owed is \$4,756.16;
(See Attachment B)**

NOW THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY HEREBY RESOLVES AS FOLLOWS:

- The County Manager or their designee is authorized to sell by electronic auction at www.govdeals.com the surplus property described above; advertising from May 23, 2024 – June 22, 2024, and bidding June 23, - July 16, 2024; following approval of this resolution.
- Electronic advertisements of the sale of real property, described above, shall be posted at least 30 calendar days prior to the date on which bidding for the property opens.

3. Electronic advertisements shall be posted on the Washington County website and, where feasible, by other electronic means through which notice of the electronic auction may be broadly advertised.
4. Electronic advertisements shall identify and provide a general description of the property to be sold, the date and time at which electronic bidding opens, the electronic address where information about the property to be sold can be found, a reference to the resolution authorizing the sale, and any other relevant terms and conditions of sale.
5. After conclusion of the bid process, the results shall be reported to the Board at their next regularly scheduled meeting, and the Board shall accept or reject the bid within 30 days of said report.

ADOPTED this ___ day of _____ 2024.

Ann C. Keyes, Chair
Washington County Board of Commissioners

ATTEST:

Julie J. Bennett, MMC, NCMCC
Clerk to the Board

134 Daisy Lane

Pin #	OWNER NAME	TAX YEAR	TAX & INTEREST	ATTY FEES / SUIT COST	ADD'L INT & TAX	Sep-23
7719.00-14-5614	RS	2009	\$ 202.06	\$ -	\$ -	\$ 202.06
7719.00-14-5614	RS	2010	\$ 338.79	\$ -	\$ -	\$ 338.79
7719.00-14-5614	RS	2011	\$ 393.48	\$ -	\$ -	\$ 393.48
7719.00-14-5614	HEIRS	2012	\$ 300.61	\$ -	\$ -	\$ 300.61
7719.00-14-5614	HEIRS	2013	\$ 161.08	\$ -	\$ -	\$ 161.08
7719.00-14-5614	HEIRS	2014	\$ 984.77	\$ 1,730.68	\$ -	\$ 2,715.40
7719.00-14-5614	HEIRS	2015	\$ 86.47	\$ -	\$ -	\$ 86.47
7719.00-14-5614	HEIRS	2016	\$ 83.37	\$ -	\$ -	\$ 83.37
7719.00-14-5614	HEIRS	2017	\$ 88.16	\$ -	\$ -	\$ 88.16
7719.00-14-5614	HEIRS	2018	\$ 83.60	\$ -	\$ -	\$ 83.60
7719.00-14-5614	HEIRS	2019	\$ 79.04	\$ -	\$ -	\$ 79.04
7719.00-14-5614	HEIRS	2020	\$ 74.48	\$ -	\$ -	\$ 74.48
7719.00-14-5614	HEIRS	2021	\$ 69.62	\$ -	\$ -	\$ 69.62
7719.00-14-5614	WASHINGTON COUNTY (EXEMPT)	2022	\$ -	\$ -	\$ 54.67	\$ 54.67
7719.00-14-5614	WASHINGTON COUNTY (EXEMPT)	2023	\$ -	\$ -	\$ 51.00	\$ 51.00
Total			\$ 3,025.48	\$ 1,730.68	\$ 105.67	\$ 4,861.83

Due \$ 4756.16

* Estimate for 2022 & 2023 taxes. If had not been County owned (Tax Exempt)

* Confirmation of Sale & Commissioner's Deed Recorded 6-30-22

Grantee: Washington County

Deed Book 541 Page 818

Pin # 7719.00-14-5614

1st assignment dated 4/30/15

Opening Bid County \$ 4,324,773/24/22 @ noon

Attachment B

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS:

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JOHN C. SPRUILL

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jbennett@washconc.org

POST OFFICE BOX 1007
PLYMOUTH, NORTH CAROLINA 27962
OFFICE (252) 793-5823

RESOLUTION 2024-019

RESOLUTION AUTHORIZING SALE OF REAL PROPERTY, 90 CUMBERLAND ST., PLYMOUTH, TAX PIN# 6798.00-13-2233 BY ELECTRONIC PUBLIC AUCTION PURSUANT TO G.S. 160 A-270

WHEREAS, G.S. 160A-270 authorizes the Board of County Commissioners of Washington County to sell real property at public auction, including electronic public auction, upon adoption of a resolution authorizing the appropriate official to dispose of the property at public auction subject to the Board's acceptance of the highest bid; and

WHEREAS, the County Manager has recommended that the property, described below, should be sold at public auction as surplus property;

1. **90 Cumberland St. NC; Tax Pin # 6798.00-13-2233; Deed Book 523, Page 892;**
2. **GIS MAP (see Attachment A)**
3. **Approximate estimated tax value \$13,200 and back taxes owed is \$5,472.81; (See Attachment B)**

NOW THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY HEREBY RESOLVES AS FOLLOWS:

1. The County Manager or their designee is authorized to sell by electronic auction at www.govdeals.com the surplus property described above; advertising from May 23, 2024 – June 22, 2024, and bidding June 23, - July 16, 2024; following approval of this resolution.
2. Electronic advertisements of the sale of real property, described above, shall be posted at least 30 calendar days prior to the date on which bidding for the property opens.

3. Electronic advertisements shall be posted on the Washington County website and, where feasible, by other electronic means through which notice of the electronic auction may be broadly advertised.
4. Electronic advertisements shall identify and provide a general description of the property to be sold, the date and time at which electronic bidding opens, the electronic address where information about the property to be sold can be found, a reference to the resolution authorizing the sale, and any other relevant terms and conditions of sale.
5. After conclusion of the bid process, the results shall be reported to the Board at their next regularly scheduled meeting, and the Board shall accept or reject the bid within 30 days of said report.

ADOPTED this ___ day of _____ 2024.

Ann C. Keyes, Chair
Washington County Board of Commissioners



ATTEST:

Julie J. Bennett, MMC, NCMCC
Clerk to the Board

Washington County, NC



5/9/2024, 2:52:14 PM

-  Parcels
-  Roads

washington_nc_anno100
washington_nc_anno200 anno
washington_nc_anno400
Washington County Resolution 2024-019

Attachment A

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS:

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RESOLUTION 2024-020

PROCLAIMING VULNERABLE ADULT AND ABUSE AWARENESS MONTH IN WASHINGTON COUNTY

WHEREAS, Washington County wishes to join the State of North Carolina in recognizing June 2024 as Elder Abuse Awareness Month; and

WHEREAS, this special period provides an opportunity for communities around the world to raise awareness of elder abuse and neglect and renew a commitment to promote and preserve the dignity of older adults; and

WHEREAS, research shows that abuse, neglect and exploitation of vulnerable and older adults remain grossly underreported and affect vulnerable and older adults of all social, economic, racial and ethnic backgrounds; and

WHEREAS, protecting vulnerable and older adults is a community responsibility and all citizens are charged under State law to report suspected abuse, neglect or exploitation to County Social Services; and

WHEREAS, fraud and scams against older adults remain a major problem, robbing people of their income and dignity; and

WHEREAS, the Washington County Department of Social Services, the Washington County Senior Center, and the Sheriff's Office are among the many local organizations and groups working to raise greater awareness about elder abuse in its various forms.

NOW THEREFORE, BE IT RESOLVED by the Washington County Board of County Commissioners that June 2024 is proclaimed Vulnerable Adult and Elder Abuse Awareness Month, to honor vulnerable and older adults, help prevent abuse, neglect and exploitation, and take steps to promote their well-being.

ADOPTED this ___ day of _____ 2024.

Ann C. Keyes, Chair
Washington County Board of Commissioners

ATTEST:

Julie J. Bennett, MMC, NCMCC
Clerk to the Board

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS:

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RESOLUTION 2024-021

AUTHORIZING EXECUTION OF A UTILITY RIGHT OF WAY AGREEMENT WITH DOMINION ENERGY TO INSTALL AND CONNECT ELECTRICAL UTILITIES AT THE NEWLY CONSTRUCTED PK-12 SCHOOL

WHEREAS, Washington County owns certain property commonly identified and referred to by NC PIN 6788510563 which is located generally to the northeast of the corner of US 64 and NC Hwy 45; and

WHEREAS, such property was acquired specifically for the construction of a new PK-12 school building presently under construction on said property; and

WHEREAS, Virginia Electric and Power Company d/b/a/ Dominion Energy North Carolina has requested a Right of Way Agreement to construct, operate and maintain electrical utilities for the property, as more particularly described in the "Right of Way Agreement" "DENC ID No 62.23.0049" which is attached hereto and incorporated herein by reference; and

WHEREAS, county staff have conferred with the Washington County School System and its General Contractor Metcon, Inc. regarding the need, location, and terms of the agreement requested by Dominion which is considered reasonably necessary for the successful completion of the construction project; and

WHEREAS, pursuant to NCGS § 160A-273 a county has the authority to grant easements over, through, under, or across any county property; and

WHEREAS, this Board is of the opinion that it is in the best interests of the citizens and residents of the County to grant such an easement.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Washington County as follows:

1. That the County Attorney is hereby authorized to negotiate with and make any modifications to the Agreement deemed reasonably necessary to protect, increase or improve the County's legal rights and positions; and
2. That with the County Attorney's approval, the Chairman and/or County Manager, are hereby authorized to execute the attached Right of Way Agreement, as it may be modified by the County Attorney; and
3. That all acts and doings of officers, employees, and agents of the County, whether taken prior to, on, or after the date of this Resolution, that are in conformity with and in the furtherance of the purposes and interests of this Resolution as described above shall be, and the same hereby are, in all respects ratified, approved and confirmed.
4. This resolution shall be effective immediately upon adoption.

ADOPTED this ___ day of _____ 2024.

Ann C. Keyes, Chair
Washington County Board of Commissioners

ATTEST:

Julie J. Bennett, MMC, NCMCC
Clerk to the Board



Right of Way Agreement

THIS RIGHT OF WAY AGREEMENT, is made and entered into this _____ day of _____, by and between WASHINGTON COUNTY, ("GRANTOR") and VIRGINIA ELECTRIC AND POWER COMPANY, a Virginia public service corporation, doing business in North Carolina as Dominion Energy North Carolina, with its principal office in Richmond, Virginia ("GRANTEE").

WITNESSETH:

1. That for and in consideration of the mutual covenants and agreement herein contained and other good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, **GRANTOR** grants and conveys unto **GRANTEE**, its successors and assigns, the perpetual right, privilege and exclusive easement over, under, through, upon and across the property described herein, for the purpose of transmitting and distributing electric power by one or more circuits; for its own internal telephone and other internal communication purposes directly related to or incidental to the generation, distribution, and transmission of electricity; for fiber optic cables, wires, attachments, and other transmission facilities, and all equipment, accessories and appurtenances desirable in connection therewith, for the purpose of transmitting voice, text, data, internet services, and other communications services, including the wires and attachments of third parties; and for lighting purposes; including but not limited to the rights:

Initials: _____

This Document Prepared by Virginia Electric and Power Company and should be returned to: Dominion Energy North Carolina,
2700 Cromwell Drive, 2nd Floor, Norfolk, VA 23509.

(Page 1 of 5 Pages)
DENCIDNo(s). 62-23-0049

Form No. 721043-1 (Oct 2021)

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Right of Way Agreement

1.1 to lay, construct, operate and maintain one or more lines of underground conduits and cables including, without limitation, one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time determine, and all wires, conduits, cables, transformers, transformer enclosures, concrete pads, manholes, handholes, connection boxes, accessories and appurtenances desirable in connection therewith; the width of said easement shall extend THIRTY (30') feet in width across the lands of **GRANTOR**; and

1.2 to construct, operate and maintain a pole line including, without limitation, all wires, poles, attachments, ground connections one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time deem advisable, equipment, accessories and appurtenances desirable in connection therewith, including the right to increase or decrease the number of wires; the width of said easement shall extend THIRTY (30') feet in width across the lands of **GRANTOR**.

1.3 to apportion, lease, or license the voice, text, data, internet service, and other communications rights herein in whole or in part to third parties as may be useful or practical, including the rights to transmit third party data and the right to apportion, lease, or license surplus communications capacity to third parties for the exercise of such rights.

2. The easement granted herein shall extend across the lands of **GRANTOR** situated in WASHINGTON COUNTY, North Carolina, as more fully described on Plat(s) Numbered 62-23-0049, attached to and made a part of this Right of Way Agreement; the location of the boundaries of said easement being shown in broken lines on said Plat(s), reference being made thereto for a more particular description thereof.

3. All facilities constructed hereunder shall remain the property of **GRANTEE**. **GRANTEE** shall have the right to inspect, reconstruct, remove, repair, improve, relocate on the easement, and make such changes, alterations, substitutions, additions to or extensions of its facilities as **GRANTEE** may from time to time deem advisable.

4. **GRANTEE** shall have the right to keep the easement clear of all buildings, structures, trees, roots, undergrowth and other obstructions which would interfere with its exercise of the rights granted hereunder, including, without limitation, the right to trim, top, retrim, retop, cut and keep clear any trees or brush inside and outside the boundaries of the easement that may endanger the safe and proper operation of its facilities. All trees and limbs cut by **GRANTEE** shall remain the property of **GRANTOR**.

5. For the purpose of exercising the right granted herein, **GRANTEE** shall have the right of ingress to and egress from this easement over such private roads as may now or hereafter exist on the property of **GRANTOR**. The right, however, is reserved to **GRANTOR** to shift, relocate, close or abandon such private roads at any time. If there are no public or private roads reasonably convenient to the easement, **GRANTEE** shall have such right of ingress and egress over the lands of **GRANTOR** adjacent to the easement. **GRANTEE** shall exercise such rights in such manner as shall occasion the least practicable damage and inconvenience to **GRANTOR**.

Initials: _____

(Page 2 of 5 Pages)
DENCIDNo(s). 62-23-0049

Form No. 721043-2 (Oct 2021)

© 2024 Dominion Energy

Right of Way Agreement

6. **GRANTEE** shall repair damage to roads, fences, or other improvements (a) inside the boundaries of the easement (subject, however, to **GRANTEE'S** rights set forth in Paragraph 4 of this Right of Way Agreement) and (b) outside the boundaries of the easement and shall repair or pay **GRANTOR**, at **GRANTEE'S** option, for other damage done to **GRANTOR'S** property inside the boundaries of the easement (subject, however, to **GRANTEE'S** rights set forth in Paragraph 4 of this Right of Way Agreement) and outside the boundaries of the easement caused by **GRANTEE** in the process of the construction, inspection, and maintenance of **GRANTEE'S** facilities, or in the exercise of its right of ingress and egress; provided **GRANTOR** gives written notice thereof to **GRANTEE** within sixty (60) days after such damage occurs.

7. **GRANTOR**, its successors and assigns, may use the easement for any reasonable purpose not inconsistent with the rights hereby granted, provided such use does not interfere with **GRANTEE'S** exercise of any of its rights hereunder. **GRANTOR** shall not have the right to construct any building, structure, or other above ground obstruction on the easement; provided, however, **GRANTOR** may construct on the easement fences, landscaping (subject, however, to **GRANTEE'S** rights in Paragraph 4 of this Right of Way Agreement), paving, sidewalks, curbing, gutters, street signs, and below ground obstructions as long as said fences, landscaping, paving, sidewalks, curbing, gutters, street signs, and below ground obstructions do not interfere with **GRANTEE'S** exercise of any of its rights granted hereunder. In the event such use does interfere with **GRANTEE'S** exercise of any of its rights granted hereunder, **GRANTEE** may, in its reasonable discretion, relocate such of its facilities as may be practicable to a new site designated by **GRANTOR** and acceptable to **GRANTEE**. In the event any such facilities are so relocated, **GRANTOR** shall reimburse **GRANTEE** for the cost thereof and convey to **GRANTEE** an equivalent easement at the new site.

8. **GRANTEE'S**

right to assign or transfer its rights, privileges and easements, as granted herein, shall be strictly limited to the assignment or transfer of such rights, privileges and easements to any business which lawfully assumes any or all of **GRANTEE'S** obligations as a public service company or such other obligations as may be related to or incidental to **GRANTEE'S** stated business purpose as a public service company; and any such business to which such rights, privileges and easements may be assigned shall be bound by all of the terms, conditions and restrictions set forth herein.

9. If there is an Exhibit A attached hereto, then the easement granted hereby shall additionally be subject to all terms and conditions contained therein provided said Exhibit A is executed by **GRANTOR** contemporaneously herewith and is recorded with and as a part of this Right of Way Agreement.

10. Whenever the context of this Right of Way Agreement so requires, the singular number shall mean the plural and the plural the singular.

Initials: _____

(Page 3 of 5 Pages)
DENCIDNo(s). 62-23-0049

Form No. 721043-3 (Oct 2021)

© 2024 Dominion Energy



Right of Way Agreement

11. **GRANTOR** covenants that it is seized of and has the right to convey this easement and the rights and privileges granted hereunder; that **GRANTEE** shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges; and that **GRANTOR** shall execute such further assurances thereof as may be reasonably required.

12. The individual executing this Right of Way Agreement on behalf of **GRANTOR** warrants that they have been duly authorized to execute this easement on behalf of said County.

IN WITNESS WHEREOF, GRANTOR has caused its name to be signed hereto by authorized officer or agent, described below, on the date first above written.

APPROVED AS TO FORM:

COUNTY OF WASHINGTON

By:

(Name) Title:

(Title)

State of _____

County of _____, to-wit:

I, _____, a Notary Public in and for the State of _____ at Large, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid

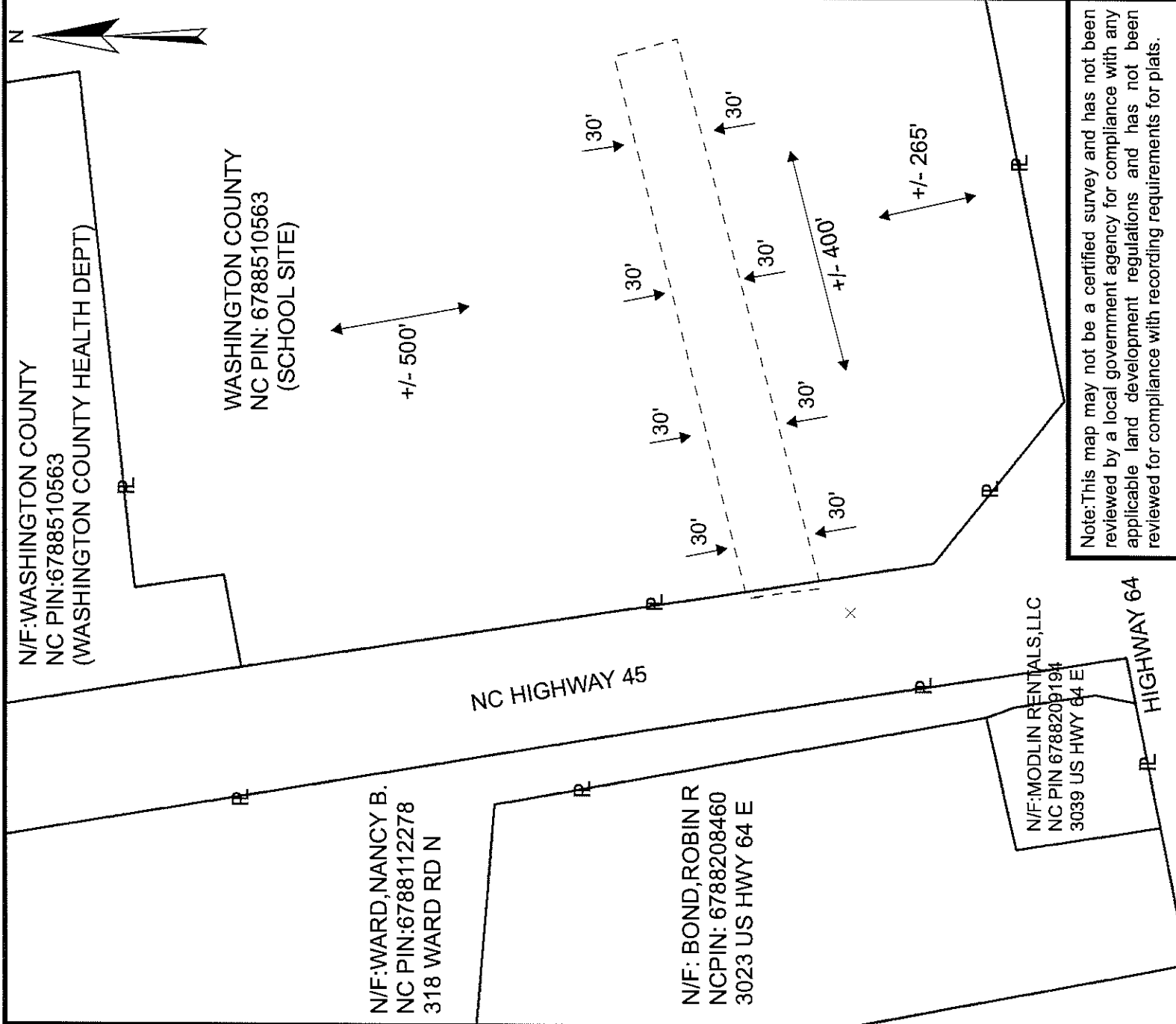
(Name of officer or agent) (Title of officer or agent)
on behalf of WASHINGTON County, North Carolina, whose name is signed to the foregoing writing dated this ____ day of _____, 20____, and acknowledged the same before me.

Given under my hand _____, 20____.

Notary Public (Print Name) Notary Public (Signature)

My Commission Expires: _____

(Page 4 of 5 Pages)



Note: This map may not be a certified survey and has not been reviewed by a local government agency for compliance with any applicable land development regulations and has not been reviewed for compliance with recording requirements for plats.

LEGEND	---	Location of Boundary Lines of Right-of-Way 30' in Width.
	—P—	Indicates Property Line is Right-of-Way Boundary.
District	62	
District-Township-Barrough	PLYMOUTH	County - City
Scale	NTS	State
	WASHINGTON	NC
Office	ALBEMARLE	Plat Number
Work Request Number	10652606	Grid Number
		P1917
PLAT TO ACCOMPANY	RIGHT-OF-WAY AGREEMENT	
OH/UG	VIRGINIA ELECTRIC AND POWER COMPANY doing business as	
	Dominion Energy North Carolina	
DATE:	03-06-2024	BY: BRYSON K HALL
		OWNER INITIALS: _____

EXHIBIT "A"

To a Right of Way Agreement DENC ID No(s). 62-23-0049

Between Washington County (GRANTOR) and Dominion Energy North Carolina (GRANTEE)

GRANTEE HEREBY AGREES to the following supplemental terms and conditions as a condition precedent to the Agreement's validity and enforceability against GRANTOR:

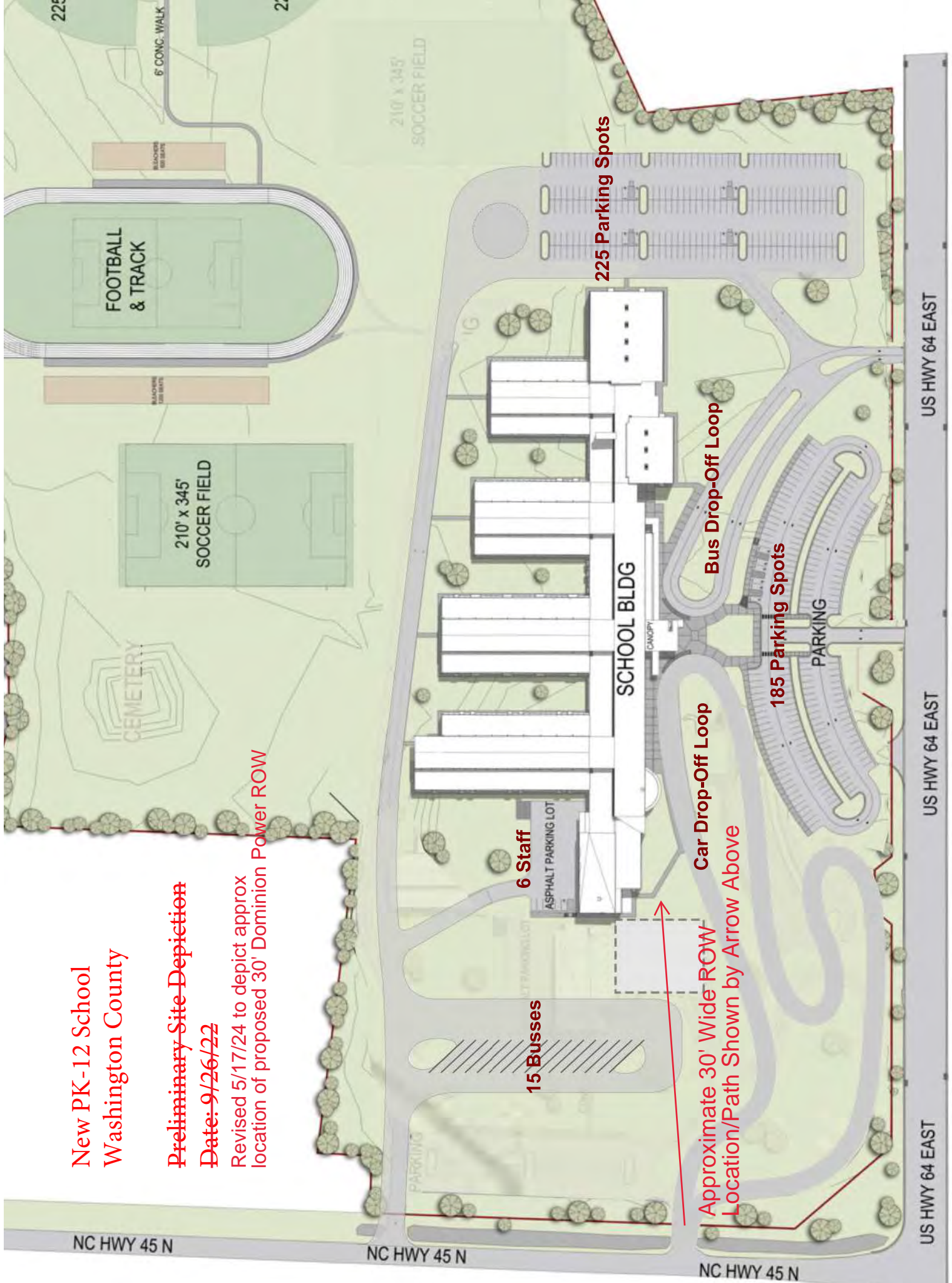
1. Due to the property being an active construction site for a new PK-12 School being built for Washington County by its Construction Manager At Risk: Metcon Inc., GRANTEE agrees to and shall coordinate the exact and final location/placement of the right of way boundaries (as otherwise generally depicted within the map attached to the Agreement) as well as any and all installment/construction activities with Metcon Inc. as GRANTOR's agent.

New PK-12 School
Washington County

Preliminary Site Depiction

Date: 9/26/22

Revised 5/17/24 to depict approx location of proposed 30' Dominion Power ROW



6 Staff
ASPHALT PARKING LOT

15 Busses

SCHOOL BLDG

Car Drop-Off Loop

Approximate 30' Wide ROW
Location/Path Shown by Arrow Above

Bus Drop-Off Loop

185 Parking Spots

225 Parking Spots

US HWY 64 EAST

US HWY 64 EAST

US HWY 64 EAST

NC HWY 45 N

NC HWY 45 N

NC HWY 45 N

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 2

DATE: May 20, 2024

ITEM: Board of Equalization & Review, Ms. Sherri Wilkins, Tax Administrator

SUMMARY EXPLANATION:

- a) Motion to convene as the Board of Equalization and Review (E & R)
- b) Hearing of Appeals
As of the preparation of this agenda package, Sherri Wilkins, Tax Administrator, has informed the County Manager's Office that there are no appeals at this time.
- c) Motion to recess the Board of E & R until June 3, 2024 at 6:00 PM in the Commissioners' Room.

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 3

DATE: May 20, 2024

ITEM: Budgets Transfers & Amendments

SUMMARY EXPLANATION:

Ms. Missy Dixon, Finance Officer will discuss the enclosed budget amendments/transfers to the Board for approval/disapproval and information.

See attached.

BUDGET TRANSFER

BT #: 2024 - 129

To: Board of Commissioners
From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
Date: May 8, 2024
RE: Sheriff

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4310-370	Sheriff-Printing	200.00	(200.00)	-
10-4310-380	Sheriff-Advertising	200.00	(200.00)	-
10-4310-390	Sheriff-Ducs & Subscriptions	400.00	(200.00)	200.00
10-4310-330	Sheriff-Postage	2,000.00	600.00	2,600.00
Sheriff		2,800.00	-	2,800.00

Justification:

This transfer is to redistribute budgeted funds within the Sheriff's Office Budget to cover Postage through fiscal year end. Expenses have come in higher than anticipated.

Budget Officer's Initials CPD

Approval Date: 5/8/24

Initials:	<u>CPD</u>
Batch #:	<u>2024-129</u>
Date:	<u>5/8/2024</u>

BUDGET TRANSFER

BT #: 2024 - 131

To: Board of Commissioners

From: Curtis Potter, County Manager
Missy Dixon, Finance Officer

Date: May 13, 2024

RE: SS Admin

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-5310-010	SS Admin - Salaries & Wages-Board	1,500.00	(130.00)	1,370.00
10-5310-600	SS Admin - Contracted Services	177,960.00	130.00	178,090.00
SS Admin		179,460.00	-	179,460.00

Justification:

This transfer is to move budgeted funds from Salaries & Wages Board to Contracted Services. This transfer is needed to put with additional unencumbered funds to increase the Vanguard Contract due to the loss of the IA&T Social Worker and a new Social Worker III starting on May 16th. These personnel changes, will put us in a position of needing additional assistance from Vanguard to provide Child Protective Services. Both lines are reimbursable at 50% therefore there will be not change in revenues.

Budget Officer's Initials CPD

Approval Date: 5/14/24

Initials:	<u>CPD</u>
Batch #:	<u>2024-131</u>
Date:	<u>5/14/2024</u>

Washington County
BUDGET AMENDMENT

BA #: 2024- 132

To: Board of Commissioners

From: Curtis Potter, County Manager
Missy Dixon, *Finance Officer*

Date: May 20, 2024

RE: General Fund/Projects and Grants Fund

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4260-556	CIP Roof Repairs/Replacement Reserves	120,000.00	(120,000.00)	-
10-4260-558	CIP HVAC Repairs/Replacement Reserves	27,107.00	(27,107.00)	-
10-9800-058	Transfer to Projects/Grants Fund	19,226.00	147,107.00	166,333.00
58-3980-010	Transfer from General Fund	(19,226.00)	(147,107.00)	(166,333.00)
58-4260-556	Cap Reserves Roof Repairs/Replacements	-	120,000.00	120,000.00
58-4260-558	Cap Reserves HVAC Repairs/Replacements	-	27,107.00	27,107.00
General Fund/Projects and Grants Fund		147,107.00	-	147,107.00

Justification:

This amendment is to transfer previously budgeted funds for Roof/HVAC Repairs and Replacements from the General Fund to the Projects/Grants Fund in order to begin to build a reserve for the projects in the coming years. This is being done much like the PARTF Grant match monies that we are building in this Fund.

Approval Date: _____
Bd. Clerk's Init: _____

Initials:
Batch #:
Date:

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 4

DATE: May 20, 2024

ITEM: Public Hearing: Washington County FY25 Budget Recommendation

SUMMARY EXPLANATION:

Mr. Curtis Potter, CM/CA presented the Commissioners with the Washington County FY25 Budget recommendation at the May 6, 2024 regular meeting. By statute, there has to be a public hearing on the recommended budget before it can be approved.

There will need to be a motion to open the Public Hearing and once finished with the Public Hearing, there will need to be a motion to close the Public Hearing.

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 5

DATE: May 20, 2024

ITEM: Voting Delegate for the 2024 NACO Annual Conference, Hillsborough County, FL

SUMMARY EXPLANATION:

NACo's 2024 Annual Business Meeting and Election will be held during the Annual Conference in Hillsborough County, Fla. on Monday, July 15, 2024. NACO requests that each County that is a member appoint a voting delegate. Washington County is a member and Commissioner Tracey A. Johnson will be attending the conference (on the NCACC's dime!)

Please make a motion to appoint Commissioner Johnson the voting delegate for Washington County at the 2024 NACO Annual Conference.

WASHINGTON COUNTY BOARD OF COMMISSIONERS
AGENDA STATEMENT

ITEM NO: 6

DATE: May 20, 2024

ITEM: Closed Session

SUMMARY EXPLANATION:

A Closed Session has been scheduled pursuant to NCGS §143-318.11(a)(3) (attorney-client privilege) and NCGS §143-318.11(a)(6) (personnel).