

June 12, 2019

The Martin County Board of Commissioners met in a Regular Session on Wednesday, June 12, 2019, 7:00 p.m. in the Commissioners’ Board Room of the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

ASSEMBLY

Chairman Tommy Bowen, Vice Chairman Dempsey Bond, Jr., Commissioner Elmo “Butch” Lilley, Commissioner Ronnie Smith, Commissioner Joe R. Ayers, County Manager David Bone, Clerk to the Board Jessica Godard, County Attorney Richard James and Finance Director/Deputy Clerk Cindy Ange were present.

Chairman Bowen called the meeting to order at 7:00 p.m. The Pledge of Allegiance was led by Commissioner Ayers. The invocation was provided by Commissioner Smith.

Chairman Bowen recognized those public/elected officials in attendance: Sheriff Tim Manning, Bear Grass Mayor Charlotte Griffin, Williamston Mayor Joyce Whichard-Brown, Parmele Mayor Jerry McCrary, and Hamilton Commissioner Larry Jackson. Chief Deputy Drew Robinson was also in attendance.

AGENDA APPROVAL

Commissioner Smith made a MOTION to approve the agenda as revised, with a SECOND by Vice Chairman Bond. The Board unanimously APPROVED the motion.

PUBLIC COMMENTS – None

CONSENT AGENDA

Commissioner Lilley made a MOTION to approve the consent agenda as presented, with a SECOND by Commissioner Ayers. The Board APPROVED the motion unanimously.

- 1. **Minutes** for May 1, 2019 Joint Meeting with Board of Education
 - May 8, 2019 Regular Meeting
 - May 13, 2019 Special Meeting – Budget Workshop
 - May 20, 2019 Special Meeting – Budget Workshop
 - May 22, 2019 Special Meeting – Budget Presentation

2. **Financial Report** for April 2019 included for informational purposes.

3. **Tax Assessor – Tax Refund Requests – May 2019 -- NONE**

4. **Tax Assessor – Tax Relief Orders – May 2019**

Year Levy	Lname	Fname	Reason	Value	Total
2018	Cannon	Chance Wayne	Personal		4.68

2014-2017	Diamond City Farms, Inc.		Personal		3,263.53
2014-2018	NuLife Fitness		Personal		46.35
2019	Smith	Terrence Angelo	Wreck		422.74
2019	Alexander	Vera	Situs Error		310.27
2019	Estrada Cardenas	Jose Luis	Situs Error		58.58
2019	Hardison	Joyce Davis	Over Assessment		55.76
2019	Holley	Ten Daiqwain	Situs Error		52.80
2019	Hopkins	Shelby Latham	Situs Error		43.31
2019	James	Charles Wendell	Situs Error		37.20
2019	Leggett	Danny Mitchell	Over Assessment		15.45
2019	Little	Lillian Suzanne	Situs Error		103.51
2019	Mariner	Ashley Rashawd	Situs Error		36.00
2019	Moore and Moore	Home Improvements	Situs Error		40.79
2019	Pritchard	Brett Wilson	Situs Error		261.76
2019	Slade	Reginald Wayne	Situs Error		35.29
2019	Whitaker	Odis Ward	Adjustment		144.42
				Total:	4,932.44

5. Tax Collector's Report –May 2019

	Category	May-19	May 19 Y-T-D
Real Property	20	\$79,209.23	\$9,072,880.78
Personal Property	25	<u>28,031.02</u>	<u>4,817,007.49</u>
Total		\$107,240.25	\$13,889,888.27
Motor Vehicle	30	<u>281.25</u>	<u>2,171.06</u>
Total MV		\$281.25	\$2,171.06
All Total		\$107,521.50	\$13,892,059.33

6. Resolution of Support for the 2020 U. S. Census

The U.S. Constitution mandates that a census of the population be conducted once every 10 years for the purposes of reapportioning Congress. Census data is also used to determine how more than \$675 billion in federal funds are distributed back to states and local communities every year for services and infrastructure, including health care, jobs, schools, roads and businesses.

The goal of the 2020 Census is to count everyone once, only once and in the right place. Several staff members and citizens of Martin County attended a Census Complete Count Committee

training session on May 22, 2019, to hear about the importance of the Census from several employees of the U.S. Census Bureau.

County Boards of Commissioners were encouraged to adopt a Resolution in Support of the 2020 U.S. Census to convey the importance of participation in the Census to the residents of each county.

The Resolution of Support for the 2020 U. S. Census was approved and adopted as part of the consent agenda.

RESOLUTION OF SUPPORT FOR THE 2020 U. S. CENSUS

WHEREAS, The Constitution of the United States of America requires the U. S. Census Bureau to conduct a count of the population and provide an opportunity for local governments to help shape the foundation of our society; and

WHEREAS, Martin County Government is committed to working with the entire community to ensure every resident is counted in the upcoming 2020 Census; and

WHEREAS, in 2010, Martin County had a Census response rate of 77%, but in 2020 officials have set a goal of 82%; and

WHEREAS, the Census brings \$675 Billion in federal funds to communities across the country for programs that support highways, health care, affordable housing, community development, home energy assistance, nutrition for women, infants and children, education and more; and

WHEREAS, specifically North Carolina annually receives \$16 Billion or \$1,623 per capita for the largest Federal Assistance Programs because of Census-derived data; and

WHEREAS, Census data determines the number of seats each state will have in the U. S. House of Representatives in addition to the redistricting of state legislatures, county and city councils and voting districts; and

WHEREAS, the Census creates hundreds of thousands of jobs across our nation thereby improving local economies; and

WHEREAS, those who work for the Census Bureau must take a lifetime oath to protect confidentiality and ensure that data identifying respondents of their households must not be released or shared; and

WHEREAS, the 2020 Census will feature new technology that will allow respondents to answer Census questions online in addition to by phone or on paper; and

WHEREAS, shortly, a united voice from business, government, educators, non-profits, faith leaders, media and others will work to develop and market the 2020 Census across the entire community to raise overall awareness and to increase participation among all populations.

NOW, THEREFORE, BE IT RESOLVED, that the Martin County Board of Commissioners do hereby support the ideals and goals of the 2020 Census and will market and share 2020 Census information to encourage increased participation, partner with local stakeholders to support efforts

for counting each person living in Martin County to achieve an accurate and complete count, and work to raise awareness about the programs and services made possible by the Census.

BE IT FURTHER RESOLVED that we the members of the Martin County Board of Commissioners do hereby set a Census County Goal of 82% or higher for the 2020 Census.

This 12th day of June, 2019.

7. Board Appointments/Reappointments/Resignations

EDC Board

According to President/CEO Jason Semple, the Martin County Economic Development Corporation (MCEDC) recommended the reappointment of Mr. Elmo “Butch” Lilley, Mr. Taylor Slade, and Mr. Larry Biggs, whose terms will expire June 30, 2019. All terms for reappointments would be for three years, which would expire June 30, 2022.

The MCEDC Board requested the appointment of Mr. Hank Winslow to replace Mr. Phil Hodges, whose third consecutive term will expire June 30, 2019.

The Board approved the above appointments/reappointments, as part of the consent agenda.

Jury Commission

Clerk of Court Tonya Leggett requested that the Board of Commissioners reappoint Ms. Ontra Reddick for a two-year term, which would expire June 30, 2021.

The Board approved the reappointment as part of the consent agenda.

Social Services Board

On behalf of the Martin County Social Service Board, DSS Director Letecia Loadholt recommended that the Board of Commissioners reappoint Ms. Rachel Craddock for another three-year term, which would expire June 30, 2022.

The Board approved the reappointment as part of the consent agenda.

Tourism Development Authority

On May 7, 2019, Mr. Barney Conway, Tourism Development Authority Director sent a letter of recommendation for reappointment to the Tourism Development Authority Board. Mr. Conway recommended the reappointment of Commissioner Elmo “Butch” Lilley. The term for Commissioner Lilley would expire June 30, 2020.

Additionally, Mr. Conway has recommended the appointment of Mr. Butch Whitley to the Tourism Development Authority. The term for Mr. Whitley would be a three-year term, and would expire June 30, 2022.

The Board approved the appointment/reappointments as part of the consent agenda.

Martin County Women's Council

Several members of the Martin County Women's Council had terms due to expire on June 30, 2019. Those members were:

Tommy Bowen
Deborah Teel
Linda Gibson
Sheila Keyes

On behalf of the Martin County Women's Council, Ms. Deborah Teel requested the above named individuals be reappointed for another three-year term, which would expire June 30, 2022.

The Board approved the reappointments as part of the consent agenda.

Council on Aging, Inc. Advisory Board

The Council of Aging, Inc. recommended the appointments of Ms. Vickey Manning to the Council on Aging, Inc. Advisory Board. Ms. Manning would be fulfilling the unexpired term for Ms. Carolyn Harrell, which would expire February 10, 2022.

Ms. Carolyn Harrell was reappointed by the Board of Commissioners on February 13, 2019 for a three-year term which would expire on February 10, 2022. Ms. Harrell submitted her resignation due to health reasons.

Council of Aging bylaws state members can serve only two (2) consecutive terms.

The Board approved the appointment of Ms. Manning and accepted the resignation of Ms. Harrell as part of the consent agenda.

8. Clerk Report included for informational purposes.

INTRODUCTION OF NEW EMPLOYEE(S)

DSS Director Letecia Loadholt introduced Ms. Beverly James to the Board of Commissioners. Ms. James was previously a part-time employee of Martin County Transit. Ms. James had many years of experience in various roles at Williamston Yarn Mill/Parkdale prior to her employment with Martin County. The Board welcomed Ms. James.

PUBLIC HEARING

FY 2019-20 Martin County Budget

Commissioner Lilley made a MOTION to open the public hearing for the FY 2019-20 Martin County Budget, with a SECOND from Commissioner Ayers. The Board APPROVED the motion unanimously.

County Manager Bone provided some background information for the benefit of the meeting attendees. County Manager Bone recalled the requirement for a budget to be adopted before July 1. County Manager Bone stated the Board had the opportunity to adopt the budget later in the meeting, should they choose to do so.

County Manager Bone reviewed the highlights of the proposed 2019-2020 Martin County Budget. The budget emphasis was to maintain current services, absorb increased employee benefit cost, and minimizing a tax increase. The budget was based on a 2-cent tax increase (from 79-cents to 81-cents). There was an expected loss of \$7 million in tax value (about \$50,000 in revenue). The cost of employee health insurance and retirement benefits was increasing. There was an expected sales tax revenue increase of about 2%

The budget included approximately \$160,000 for a 2% cost-of-living increase for employees. The budget did not include a merit raise for employees.

The budget included funding for a one new position in the Department of Social Services (which included a 50% federal match). The budget included one new position in the Adult and Aging Services Department (the cost of which the Council on Aging agreed to pay half). The budget also includes the conversion of two part-time Transit positions (which had been a challenge to fill) into a full-time position. The budget also created an Economic Development Director position. Martin County had contracted with Martin County Economic Development Commission (EDC) for economic development services. Under the new arrangement, which would start July 1st, 2019, the County would have an Economic Development Director position, and Martin County EDC would contract with Martin County for the services of the Economic Developer.

BOARD OF EDUCATION:

The Board of Education requested \$6,110,255 in Current Expenses, an increase of \$320,097.

- An increase of \$94,000 is included in the proposed budget.
- The Board of Education requested \$881,979 in Capital Outlay (not including the \$1 million investment in the Career Technical Center), an increase of \$342,107.
- No increase in Capital Outlay was included in the proposed budget.

MARTIN COMMUNITY COLLEGE:

- MCC requested \$1,056,806 in Current Expenses and \$170,000 in Capital Outlay (total of \$1,266,806).
- Last year, Martin County funded \$1,029,054 for Current Expenses and \$60,000 for Capital Outlay (total of \$1,089,054) for MCC.
- The 2019-20 budget maintained the 2018-19 level of funding for MCC – a total of \$1,089,054.

JAIL: The 2018-19 funding level for the Bertie-Martin Regional Jail (\$1,346,486) would be maintained in 2019-20.

YOUTH DETENTION: This budget maintained the line item for youth detention at \$70,000.

DRUG RECOVERY COURT: \$10,000 was included in the 2019-20 budget for a new Drug Recovery Court initiative.

HEALTH DEPT.: Martin-Tyrrell-Washington District Health requested \$410,312 in funding. The 2019-20 budget included maintenance of the current funding level of \$378,733.

MENTAL HEALTH: The budget included maintenance of the current funding of \$48,462 for Trillium.

LIBRARY: The Beaufort-Hyde-Martin (BHM) Regional Library requested an increase in funding of \$10,419. The 2019-20 budget maintained the 2018-19 funding level of \$104,194 for the BHM Regional Library.

ECONOMIC DEVELOPMENT: With the creation of the Economic Developer position, the contribution to Martin County Economic Development decreased to \$160,853. There were three economic development investment grants included in the budget, including grants for Syfan, AR Textiles and Weitron.

CADA: The Choanoke Area Development Agency (CADA) is the Community Action Agency and Community Services Block Grant (CSBG) administrator serving Martin County. \$52,000 was requested. Maintenance of the current level of funding (\$25,000) was included in the 2019-20 budget.

RESCUE SQUADS:

- Martin County currently provided each rescue squad with a flat funding level of \$27,500.
- Additionally, the County provided \$45 per call for rescue calls, as well as an additional \$5 per call increase for squads providing an Advanced Life Support (ALS) level of service, rather than Basic service.
- The proposed budget raised the flat funding level by \$5,000 per squad. Additional increases were based on call volume.

Two major capital projects were discussed in the 2019-20 budget development process:

- Courthouse Renovations - geared towards one-point-of-entry (\$680,000)
- Building for Emergency Management, Maintenance and Sheriff (\$290,000)
- Neither of these projects were included in the 2019-20 budget but may be considered in the future.
- *NOTE:* The renovations to the courthouse also would require staffing and equipment costs of \$190,000.

The budget was based on the maintenance of the current base water rate of \$50 per month.

- MCRWASA was maintaining the current wholesale rate of \$5.63 per 1,000 gallons.
- Water District #2 used more water in 2018 than in 2017.
- The amount of water the County was required to purchase was based on the Average Daily Demand for 2018, so WSD #2 needed more funds from the County in 2019-20 to cover the cost.
- Revenues in Water District #1 did not cover debt service payments and expense in 2018.
- At June 30, 2018, District #1 owed the General Fund \$156,053.
- Revenues in Water District #2 had not been covering debt service payments and expenses. Water District #2 is a younger district and has more debt.

- At June 30, 2018, Water District 2 owed the General Fund \$1,071,325.

Use of Savings (Fund Balance/Hospital Fund)

- The County's savings consists of the Fund Balance from the General Fund, as well as the Hospital Fund.
- The state required a minimum of 8% in the Fund Balance for cash flow purposes.
- A Fund Balance Policy was established on April 10, 2013 and is intended to address the needs of Martin County in the event of unanticipated and unavoidable occurrences which could adversely affect the financial condition of the County.
- As of June 30, 2018 the Martin County Available Fund Balance (according to the LGC definition, not the CAFR) was approximately \$8.5 million (or about 30%).
- The budget included a Fund Balance appropriation of \$1,270,777. Typically, the County did not use all of the Fund Balance appropriated in the annual budget.
- Hospital Fund consists of lease payments paid in advance for a 30-year lease, which was entered into in 1998.
- 1/30th of these funds are considered "earned" for each year of actual use of the hospital building. Accounting principles dictate that the County should not spend lease payments until they have been "earned".
- In the Hospital Fund, as of June 30, 2018, the County had about \$13.5 million. The earned revenue in the Hospital Fund as of June 30, 2018 was about \$7.7 million. \$1,566,667 from the Hospital Fund was budgeted for 2019-20. \$1 million of this was for the Career Technical Center.
- *NOTE:* In FY 2018, Martin County sold the shell building in the industrial park to Weitron. The shell building was built with a combination of Golden Leaf grant funds, US CIAP (federal) funds and local funds. When the property was sold, a pro rata share of the sale proceeds (\$1,062,693) was returned to the Hospital Fund.

Looking Ahead:

- Martin County continues to lose population. Martin County would continue to experience financial challenges, due to the declining population.
- Martin County continued to struggle with the debt service from Martin County Water Districts #1 and #2, as well as a small customer base. This situation was exacerbated by the debt service and operational costs of the Martin County Regional Water and Sewer Authority (MCRWASA).
- The budget relied significantly on the use of savings to balance the budget. Such a practice was not sustainable.
- Martin County would continue to struggle addressing the capital maintenance needs of the County, Martin Community College and Martin County Schools unless revenues improve.
- In order to retain and recruit high performing employees, Martin County would need to keep an eye on the market rate of salaries in nearby jurisdiction, particularly in public safety positions.
- Martin County and the Martin County Economic Development Commission continued to make strides in the recruitment of new industries and expansion of current industries – Weitron opened its facility in 2019.
- Weitron needed rail access at its new facility. To provide rail access, Martin County pursued and was awarded multiple grants, including grants from the NC Railroad Company, NC Commerce, NC DOT, and the Golden Leaf Foundation.

The rail enhancements provide rail access to other sites in the industrial park and will be attractive to additional industries considering investment in northeastern North Carolina.

- I-87 was being developed as an interstate highway between Raleigh, NC and Norfolk, VA. Having the “future interstate” designation in place enhanced the attractiveness of the region for economic development and industry investment. Furthermore, the NCDOT applied for federal INFRA grant funding, which would expedite the development of the US-64 portion of the future I-87 corridor to interstate standards.

County Manager Bone thanked the Board of Commissioners for their cooperation during the budget development process. County Manager Bone stated the county staff stood ready with the Board of Commissioners to address the needs of the county. Chairman Bowen stated the county was blessed with the fund balance in the event of an emergency/natural disaster.

Public Hearing Comments

Mr. Chuck Whitford addressed the Board of Commissioners with comments regarding the budget and Martin County public schools. Mr. Whitford expressed his discontent with the Martin County Board of Education and his concerns about the future of education in Martin County Schools. Mr. Whitford encouraged the Board of Commissioners to influence change with the Board of Education.

Hearing no further comments, Commissioner Smith made a MOTION to close the public hearing, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

OLD BUSINESS

Recommendation for Appointment – Williamston ETJ Planning Board/Board of Adjustment

This matter was originally on the May 8, 2019 agenda and was tabled.

The Board of Commissioners was asked to recommend an appointment to the Williamston Planning Board/Board of Adjustments, to replace Mr. Earl Newsome, who was not eligible for re-appointment after his term expired June 22, 2019.

The position would represent an area of the Extra-territorial Planning Jurisdiction (ETJ) that is east of Prison Camp Road and south of the Williamston Town Limits to the Roanoke River. The area is to be represented by someone residing in that area. The area includes Woodland Acres Subdivision, White Oak Subdivision, Tyner Road Area, Lum Brown Road and portions of Henry Mizelle Road.

Commissioner Lilley made a MOTION to appoint Ms. Tammy Spence to the Williamston ETJ Planning Board/Board of Adjustment, with a SECOND from Commissioners Ayers. The Board APPROVED the motion unanimously.

Bear Grass Fire District Tax Increase Request

This item was presented at the May 8, 2019 Board of Commissioners meeting.

Martin County collects fire district tax on ad valorem property in seven (7) special fire districts in Martin County to fund the operation of fire protection services in those districts. The tax rate in those districts range from 4-cents per \$100 valuation to 8-cents per \$100 valuation. This tax is collected in addition to the County ad valorem tax rate. The current fire district taxes were:

Fire District	2018-19 tax rate (per \$100 valuation)
Bear Grass	\$0.045
Goose Nest (Oak City)	\$0.06
Griffins	\$0.04
Hamilton	\$0.07
Jamesville	\$0.07
Roanoke (Robersonville)	\$0.04
Skewarkee (outside Williamston)	\$0.08

The Bear Grass Fire / Rescue Department requested an increase in their fire district tax from 4.5 to 6.5 cents per \$100 valuation. This increase would be used to help fund maintenance and replacement of equipment.

The Board of Commissioners was asked to consider approval of this increase in the fire district tax for the Bear Grass Fire District.

Commissioner Ayers made a MOTION to approve the increase in the fire district tax for the Bear Grass Fire District, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

NEW BUSINESS

Non-Emergency Ambulance Franchise Renewals

Martin County has an Ambulance Service Franchise Ordinance (Chapter 10, Article 2 of the Code of Ordinances) that governs non-emergency ambulance service.

The Board of Commissioners approves all ambulance service franchises in the county after receiving a recommendation from the Ambulance Services Advisory Council. In 2012, the Board of Commissioners capped the number of non-emergency ambulance service companies allowed to operate in Martin County at five (5).

The Martin County Ambulance Services Advisory Council recommended the renewal of non-emergency ambulance transport franchises for the following companies:

- Coastal Medical Transport

- Innerbanks Medical Transport
- MedEx Medical Transport
- Midway Medical Transport
- Roanoke Medical Transport

Commissioner Smith made a MOTION to approve the Non-Emergency Ambulance Franchises for 2019-20, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

Martin County Airport – Parallel Taxiway Design and Bidding Contract Amendment

County Manager Bone recalled this project had been on several previous agendas. In November of 2018, the Board of Commissioners approved a work authorization to authorize the County's airport consultant, W. K. Dickson, to proceed with the design and bidding of the Parallel Taxiway project (contingent on approval by the NCDOT).

Amendment #1 to Work Authorization #6 included the additional survey for design revisions necessary to meet FAA criteria. These revision included shifting Taxiway A2 to the north enough to provide a profile for Taxiway A2 that meets FAA criteria, as well as the removal of the taxiway turnaround and construction of the new parallel taxiway all the way to Runway 21 end.

The Board of the NC Department of Transportation was expected to vote in July 2019 on additional funding to pay for the work involved in Amendment #1. County Manager Bone reported that vote had actually already taken place in June 2019.

Commissioner Ayers made a MOTION to approve Amendment #1 to Work Authorization #6 (entered into these minutes by reference title), with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

Martin County AWOS Clearing and Site Preparation Change Order

This project involved the preparation of the airport property for the installation of an Automated Weather Observing System (AWOS). An AWOS provides weather data for pilots, which increases safety and makes the airport more reliable and attractive to pilots. The AWOS will be installed by the NCDOT, Division of Aviation, as part of its AWOS program

The airport having an AWOS can help attract pilots to the County, or encourage them to stop at the airport to purchase fuel. An AWOS also provides more accurate weather information to the general community.

The project involved clearing and grubbing approximately 20 acres of upland area. The project would also construct an access road, provide power and data cables to the site, and construct a fence around the AWOS site, which is located northeast of the terminal area. This project was included on the airport's Airport Layout Plan (ALP) and Transportation Improvement Plan (TIP) project request list.

A change order for the AWOS project was needed for the following reasons:

- The original bid included an allowance for Suddenlink to run a new service line directly to the AWOS site. After discussions with the County, they would prefer to run conduit and telecommunication cable from the terminal building out to the AWOS site for an additional phone line from the terminal building. This change order included the costs to install the new cable and conduit and the removal of the Suddenlink allowance.
- The gravel access road needed to be relocated to a more stable location, outside the clearing and grubbing limits. The clearing and grubbing area contained a large amount of poor subgrade material. Relocating the road would greatly reduce the amount of undercut that may be needed. This change order included the cost to relocate the road, as well as to add geotextile fabric for any poor subgrade material that may be encountered.

Typically, County Manager Bone approved change orders administratively for projects. This occurred when there were significant project contingency funds available. This change order involved a significant amount of funds (\$46,208), and there were not project contingency funds available. The additional funding would eventually be paid with State Block Grant funds (as per Budget Amendment #38).

Commissioner Ayers stated the AWOS would increase the traffic at the Martin County Airport and would help to increase revenues. Commissioner Ayers made a MOTION to approve Change Order #1 for the AWOS project (entered into these minutes by reference title), with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

Martin County Airport Manager Contract

County Manager Bone recalled on December 14, 2011, the Board of Commissioners approved a three-year contract with Mr. Jesse Council / Juliet Charlie Aviation to serve as the Administrator of the Martin County Airport, effective January 1, 2012. With this contract, the airport administration and grass mowing services were combined into one contract. This contract was amended on November 14, 2012.

A 5-year extension was approved on June 11, 2014 (runs through December 31, 2019). The contract was amended on April 13, 2016.

The current contract included a two percent (2%) annual increase, effective on January 1st of each year. The 2019 fee was for \$90,203.

An additional 5-year contract extension was proposed with the same two percent (2%) annual increase, effective on January 1st of each year.

The Airport Commission met on May 21, 2019 and unanimously recommended the Airport Management Contract Extension with Jesse Council / Juliet Charlie Aviation for the Martin County Airport, effective January 1, 2020 and running through December 31, 2024.

Commissioner Ayers stated Mr. Council had been a great asset to the airport with his knowledge and expertise. Commissioner Ayers made a MOTION approve the Airport Management Contract Extension with Jesse Council / Juliet Charlie Aviation, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

AIRPORT MANAGEMENT CONTRACT

THIS CONTRACT replaces the AGREEMENT made and entered into the 12th day of December, 2011 and amended on January 11, 2013, June 11, 2014 and April 13, 2016 by and between the County of Martin, party of the first part, and Jesse Council / Juliet Charlie Aviation LLC, party of the second part, and existing under and by virtue of the laws of the State of North Carolina, hereinafter referred to as "County" and "Juliet Charlie Aviation LLC" and Jesse Council, hereinafter referred to as "Manager."

WITNESSETH:

WHEREAS, the County is the owner of an airport with improvements located thereon which is known as the Martin County, NC Airport located in Martin County, North Carolina;

AND WHEREAS, "Manager" is currently under contract to provide the services of Airport Manager for the Martin County, NC Airport through December 31, 2019;

AND WHEREAS, at its November 14, 2012 meeting, the Martin County Board of Commissioners approved a modification to the Airport Management Contract for additional compensation;

AND WHEREAS, at its June 11, 2014 meeting, the Martin County Board of Commissioners approved the additional modifications to the Airport Management Contract herein described;

AND WHEREAS, at its April 13, 2016 meeting, the Martin County Board of Commissioners approved a modification to the Airport Management Contract for additional compensation;

AND WHEREAS, THIS CONTRACT replaces the AGREEMENT made and entered into the 12th day of December, 2011 and amended on January 11, 2013, June 11, 2014 and April 13, 2016;

NOW THEREFORE, for and in consideration of these premises and the mutual promises and covenants herein contained, the parties hereto do agree to the following:

SECTION ONE APPOINTMENT OF MANAGER

County appoints the Manager of the airport, and Manager accepts the position of Manager of the airport located in the County of Martin, State of North Carolina. Manager expressly agrees to abide by and faithfully execute the rules and regulations adopted by the County regarding the activities and functions upon the premises of the County and to comply fully with all rules and regulations of the Federal Aviation Administration and the State of North Carolina that apply to the Martin County Airport, as well as those lawfully adopted by the County.

Management is an independent contractor, not an agent nor an employee of the County of Martin or Martin County Airport. The County of Martin shall not be liable for any acts or omissions of management.

The Martin County Airport Commission will have the responsibility of supervising the Airport Manager. If the Airport Manager fails to perform according to the contract, the Airport Manager will be so advised verbally. The second failure will result in a written letter to Airport Manager and copy to County Manager. The third failure to perform as per the contract may result in termination of the contract.

This management contract shall continue from the date of execution until December 31, 2024, unless sooner terminated as provided in this agreement.

SECTION TWO PAYMENT

For and in consideration of its services as agent in the operation of the airport, Martin County / the Airport Authority agrees to compensate the manager as follows:

- A. \$90,203 Dollars per year (\$7,516.92 per month), effective upon execution of this contract, with a two percent (2%) annual increase, effective on January 1st of each year.
- B. Use of offices, training and testing room in the terminal building at no cost for the duration of this contract.
- C. Use of the corporate hangar, as long as no individual or corporation wants to rent it for an aircraft.

SECTION THREE ADMINISTRATIVE DUTIES OF MANAGER

During the above-stated period, Manager shall be the agent of the Martin County Airport, and as such agent shall provide all adequate arrangements and equipment at the expense of and subject to the approval of the County for the operation and maintenance of the airport, together with all its facilities and appurtenances; shall make provisions for the leasing of ground and storage space for planes; and shall collect and hold in trust for, account to and turn over on demand to the County weekly, all sums collected for airport concessions, landing, storage, and other fees and rentals for ground, hangar, and waiting room space.

The premises and facilities include but are not limited to the runway, taxiways, runway and taxiway lighting, and other related lighting systems, security systems, hangars, automobile parking areas, access roads, windsock, and area lighting and the terminal building.

In addition, it is specifically understood and agreed that the duties of the Manager includes the following:

- A. Develop a checklist and inspect weekly the fencing, grass, lighting, signs, security system, storm water retention facilities, and navigational systems on the airport premises; report findings monthly to the County and Martin County Airport Commission; and oversee the correction of the deficiencies found in such inspection. Show checklist at each monthly Martin County Airport Commission

meeting.

- B. Issue and rescind Notice to Airmen (NOTAM'S) concerning flight conditions or hazards, as necessary.
- C. Man the airport facilities with qualified personnel as needed but at least 8:00 A.M. to 5:00 P.M. Monday through Saturday and 1:00 P.M. to 5:00 P.M. on Sundays and provide worker's compensation insurance for personnel, according to State regulations.
- D. Provide on-call personnel to provide fueling services outside of regular business hours on an as-needed basis.
- E. Monitor all traffic of the Unicom traffic and respond on a timely basis and record and save all Unicom traffic around the clock.
- F. Ensure compliance with the Airport Rules and Regulations, as amended, and the Airport Emergency Plan.
- G. Provide excellent customer service to the customers of the Martin County Airport and citizens of Martin County; provide positive community information to all airport visitors; and serve as a goodwill ambassador for Martin County, in general.
- H. Provide professional telephone answering and return all calls received in a timely basis.
- I. Promptly advise the Martin County Manager and Chairman or Vice Chairman of the Martin County Airport Commission of problems and conditions that may require immediate attention.

SECTION FOUR FUELING DUTIES OF THE MANAGER

- A. OPERATION. The County / Airport Commission designates the Manager to operate the fuel system and provide fueling services on behalf of the Martin County Airport Commission.
- B. FUEL SALES. All sale proceeds from the sale of fuel at the Martin County Airport shall inure to the benefit of the County.
- C. Man the airport facilities with qualified personnel as needed but at least 8:00 A.M. to 5:00 P.M. Monday through Saturday and 1:00 P.M. to 5:00 P.M. on Sundays and provide worker's compensation insurance for personnel, according to State regulations.
- D. Provide on-call personnel to provide fueling services outside of regular business hours on an as-needed basis.

SECTION FIVE GRASS MOWING DUTIES OF THE MANAGER

The manager is responsible for the supervision and performance of the mowing of grass at

the Airport, as specified in Section 6 of this agreement.

SECTION SIX GRASS MOWING SPECIFICATIONS

- A. All grass from the ditch north of the hanger to the ditch beside the runway #3 all the way South to the Airport Road, which is a state owned highway. This includes the airport entrance road, county property, and the area where the Martin County Airport sign is located to the woods on the East side of the Airport property all the way back beyond the terminal building to the hanger. The total area for grass mowing is 10± acres, which will be cut on a weekly basis as needed to maintain normal lawn grass height from January through December. This includes cutting and trimming around the hanger and terminal buildings, fence, main electric panel box, fuel pumps, fuel pump filler necks, airport taxi and apron lights, wind sock, crepe myrtle trees, and airport entrance sign.
- B. All areas around the runway and taxiway turn around for 40 feet on each side of the runway for a total of 10 acres which will be cut twice monthly to normal grass height. This area includes cutting around the runway lights, PAPI, VASI, by mower or chemical.
- C. The area at the end of runway #3, on the east side of the runway to the ditch. The distance from the end of runway #3, north is approximately 500 feet which will include all the area back to the state owned airport road. The area to the West side of runway #3 is a length of approximately 375 feet down the property line from airport road to the end of the concrete drainage site at the end of runway #3. The road frontage along Airport Road is approximately 175 feet. The distance from Airport Road, going north, is approximately 275 feet along the entrance road to Martin County Airport. The total area is approximately 4 ± acres and will be mowed monthly to normal grass height as the conditions warrant.
- D. All remaining property on the airport property will be cut when the grass reaches 18 inches in height and reduced to 6 inches in height. This area is expected to be cut twice or three times a year with the total acreage being 76± acres. This area includes all areas facing and adjoining the state highway right of way. If the state highway department does not cut the area, it will be cut by the successful Martin County Airport grass mowing contract bidder.
- E. All ditches on the airport property, along state roads, Airport Road and Spring Green Road will be cut at least twice annually. This cutting will include the bottom, side, and top of the ditches. There is approximately 2,150 total running feet of ditches along state owned highways with an additional 14,000 running feet of ditches on the airport property.

SECTION SEVEN

INSURANCE

- A. **INSURANCE.** Airport Manager is required to maintain primary workers compensation, general liability and hangar keeper's liability insurance.
- B. Martin County / Martin County Airport Commission will be named as additional insured on the Liability policy. Minimum liability limits of \$500,000 per occurrence are required. A certificate of insurance verifying coverage will be submitted to the Airport Commission annually.
- C. Insurance Claims should be recorded and reported to the County Manager within twenty-four (24) hours and reflected on monthly Managers report to the Airport Commission.
- D. From the initial term of this agreement and upon renewals, thereof, management shall procure and maintain in force and effect at all times the insurance coverage listed below, and shall furnish the County of Martin with Certificates of Insurance evidencing the required coverage for Workers Compensation Insurance as required by North Carolina Law and Comprehensive General Liability for Products/Completed Operations of \$500,000.

SECTION EIGHT USE OF AIRPORT

USE. Authority agrees to allow Manager to use the terminal and airport for airport service, charter service, crop spraying and flight instructions.

SECTION NINE TERMINATION

- A. A performance review, based on stated objectives, as it relates to the duties of the manager, contained herein, shall be conducted annually by the County / Airport Commission.
- B. The County may, at its option and by a minimum of sixty (60) days' advanced written notice to the Manager, unilaterally terminate this contract.
- C. The Manager may, at his option, and upon a minimum of sixty (60) days' advanced written notice to the County, unilaterally terminate this contract.
- D. In the event Jesse Council is no longer the person in operation or control of Juliet Charlie Aviation LLC, the County shall have the right to terminate the contract immediately.
- E. Either party may cancel this agreement on thirty (30) days advanced written notice for any default on the part of the other in carrying out its terms.

SECTION TEN ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the parties, and any prior understanding or representation of any kind preceding the date of this agreement shall not be

binding on either party except to the extent incorporated in this agreement.

SECTION ELEVEN MODIFICATION OF AGREEMENT

Any modification of this agreement or additional obligation assumed by either party in connection with this agreement shall be binding only if in writing signed by each party or an authorized representative of each party.

SECTION TWELVE ATTORNEY FEES

In the event any action is filed in relation to this agreement, the unsuccessful party in the action shall pay to the successful party, in addition to all the sums that either party may be called on to pay, a reasonable sum for the successful party's attorney fees.

SECTION THIRTEEN ASSIGNMENT OF RIGHTS

The rights of each party under this agreement are personal to that party and may not be assigned or transferred to any other person, firm, corporation, or other entity without prior, express, and written consent of the other party.

IN TESTIMONY WHEREOF, the parties have executed this agreement in duplicate originals, one of which is retained by each of the parties hereto, the day and year first above written.

Martin County 2018 CDBG-Neighborhood Revitalization Program – Program Compliance Plans and Policies

The NC Department of Commerce's CDBG Neighborhood Revitalization Grant Program (also known as CDBG-NR) provides funding for housing improvements for owner occupied low-moderate income homeowners and infrastructure activities which support these housing activities. Other activities can include improvements such as access for the disabled to facilities, senior center, housing for homeless persons, housing or shelters for victims of domestic violence, transitional housing, community facilities, neighborhood facilities, and recreational facilities such as parks, playgrounds & greenways; however, the main thrust of the application must be housing improvements.

The program does not require a local match (but may receive additional points for local contributions) and requires two public hearings.

The 2018 CDBG Neighborhood Revitalization (CDBG-NR) program requires the County have in place Compliance Plans and Policies to meet Compliance requirements and help expedite execution of the program. Plans and Policies include:

- Program Contact and Signature Policy
- Equal Opportunity Plan
- Section 3 Plan
- Procurement Plan and Code of Conduct
- Language Access Plan

- Citizen Participation Plan
- Fair Housing Plan
- Anti-displacement & Relocation Assistance Plan
- Section 504 Grievance Procedure

Martin County had similar plans currently in place for the other active programs in the County.

Project Manager Mike Barnette from McDavid Associates, Inc. stated program policies and plans should be in place with each new CDBG grant program. Mr. Barnette stated these had been put in place with each CDBG grant program in the past.

Commissioner Smith made a MOTION to approve the Program Compliance Plans and Policies (entered into these minutes by reference title “*Martin County Program Compliance Plans and Policies 2018 CDBG-NR*”), with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

Memorandum of Understanding with the Department of Health and Human Services for FY 2019-20

County Manager Bone recalled House Bill 630 – Rylan’s Law requires each county to sign an agreement or Memorandum of Understanding (MOU) that enumerates certain performance standards that shall be met by every DSS department in the state with a goal of improving quality and consistency in the delivery of social services across the state and promoting better health, safety, productivity and well-being for North Carolinians.

County Manager Bone stated the 2018-19 MOU was approved by the Board of Commissioners on June 13, 2018. A modification to the 2018-19 MOU was approved by the Board of Commissioners on December 3, 2018.

The MOU must be updated and approved annually. The DSS Board reviewed the MOU at its May 20, 2019 meeting and unanimously recommends its approval.

Commissioner Smith made a MOTION to approve and authorize County Manager Bone to sign the agreement between North Carolina Department of Health and Human Services and Martin County (titled “Memorandum of Understanding (Fiscal Year 2019-2020) Between the North Carolina Department of Health and Human Services and Martin County”—entered into these minutes by reference title), with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

County Manager Bone asked DSS Director Letecia Loadholt to clarify the performance standards. Director Loadholt stated the performance standards were changed to reflect more growth measures, so the expectations were not as stringent as when they were first implemented. The measures were relaxed some to make the goals and achievements more attainable. Director Loadholt stated with the tracking performance measures, DSS met 100% of goals in two categories and 96% in the third category. Director Loadholt stated DSS was currently under a Medicaid audit. The audit periods spans over 10 months, and 20 records (10 active, 10 inactive) were examined each month. So far, the audit showed 100% effectiveness with no errors and no negative

findings. Director Loadholt stated the DSS staff was making great strides. The Board thanked Ms. Loadholt for the information.

Offer and Acceptance for a State Grant Project – Water Merger/Regionalization Study

County Manager Bone recalled in 2018, informal discussion between the Town of Williamston and Martin County re-emerged (after an initial meeting in 2016) concerning a possible water merger analysis. This discussion focused on the Town of Williamston and Martin County, rather than all the public utilities in Martin County, as was discussed in 2016.

County Manager Bone stated in the fall of 2018, Martin County and the Town of Williamston submitted a grant application to the NC Division of Water Infrastructure for a grant for a regionalization / merger study. McGill Associates developed the grant application for the county and town. The grant application (for \$50,000) was approved on March 13th, 2019.

County Manager Bone further explained the Town of Williamston and Martin County would have NO commitment / requirement to follow-through with a consolidation. The feasibility study would simply evaluate the opportunity and provide an analysis of options on how to move forward if both jurisdictions choose to do so.

The Board was presented with a copy of the “Offer and Acceptance” document for the grant, as well as a Resolution of Acceptance for the grant. Martin County would be the lead agency for the grant.

Commissioner Lilley made a MOTION to approve the Resolution of Acceptance and officially accept the grant (entered into these minutes by reference title), with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

RESOLUTION BY GOVERNING BODY OF RECIPIENT

WHEREAS, the North Carolina General Statutes Chapter 159G has created Merger/Regionalization Feasibility grants to assist eligible units of government with meeting their water infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$50,000 to perform a merger/regionalization feasibility study, and

WHEREAS, the County of Martin intends to perform said project in accordance with the agreed scope of work,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF MARTIN:

That County of Martin does hereby accept the State Reserve Grant offer of \$50,000.

That the County of Martin does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Tommy Bowen, Chairman and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 12th day of June at Williamston, North Carolina.

Contract with McGill Associates for Water Merger/Regionalization Study

This item was related to the previous item, regarding the state grant for the water merger/regionalization study. County Manager Bone explained consideration of an “Offer and Acceptance” document for the grant, as well as a Resolution of Acceptance for the grant, was just discussed.

A proposal from McGill Associates to perform the Feasibility Study was given to each Commissioner for review.

Commissioner Smith made a MOTION to approve the Proposal from McGill Associates (entered into these minutes by reference title), with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

Resolution in Support of Healthcare for Eastern North Carolina and Funding for Vidant Health

The proposed budget in the North Carolina Senate cuts approximately \$35 million from the Vidant Hospital budget. This cut, along with a reduction of \$38 million in funding due to changes in the State Health Plan, will have devastating impacts on Vidant Hospital and healthcare in eastern NC.

The Board of Commissioners of Pitt County have passed a supporting maintenance of the current level of funding for Vidant Hospital and have asked other counties in our region to follow suit.

Vice Chairman Bond made a MOTION to approve the Resolution in Support of Healthcare for Eastern North Carolina and Funding for Vidant Health, with a SECOND from Commissioner Smith. Commissioner Ayers stated his concerns regarding problems within the Vidant organization, but felt the Board was in a position to support the Resolution. Chairman Bowen echoed Commissioner Ayers, citing apparent staffing issues within Vidant. The Board APPROVED the motion unanimously.

Recommendation for Appointment to the Martin Community College Board of Trustees

County Manager Bone recalled the term of Mr. Andy Griffin on the Martin Community College Board of Trustees would end on June 30, 2019. Mr. Griffin was appointed in 2017 to fill an unexpired term. Mr. Griffin did not wish to be re-appointed.

Mr. Jimbo Peele was recommended to serve on the Board of Trustees. The Board of Commissioners was asked to consider the appointment of Mr. Jimbo Peel to the MCC Board of Trustees.

Commissioner Lilley made a MOTION to approve the appointment of Mr. Jimbo Peel to the Martin Community College Board of Trustees, with a SECOND from Commissioner Ayers. Chairman Bowen stated that with Mr. Peel's experience with Fire/Rescue, his knowledge and expertise would be an asset with the addition of the new Fire Training Facility at Martin Community College. The Board APPROVED the motion unanimously.

Adoption of the 2019-2020 Martin County Budget Ordinance

County Manager Bone recalled the discussion and public hearing were held earlier in the meeting, and referenced the Commissioners back to the draft budget ordinance in the agenda packet.

Commissioner Smith stated if the Commissioners did not have any concerns or issues with the draft budget ordinance, it should be adopted tonight. Commissioner Lilley agreed, stating the Board had done well meeting and working with staff on the development of the budget.

Commissioner Smith made a MOTION to adopt the 2019-2020 Martin County Budget Ordinance, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

Commissioner Smith thanked David, Cindy, and staff on their hard work developing and drafting the budget, acknowledging that was not an easy job. Commissioner Smith stated Martin County was blessed with staff/department heads that all worked together and for Martin County being fiscally responsible. Commissioner Ayers expressed his agreement with Commissioner Smith's comments.

Acceptance of Retirement of Glen Cowan as Medical Investigator / Appointment of Jonathan Dail as Medical Investigator Effective July 1, 2019

County Manager Bone explained Mr. Glen Cowan served as the part-time Medical Investigator for Martin County on a contract basis since 2001. Mr. Cowan decided to retire from this role, effective at 12:00 a.m. on July 1, 2019. Martin County was thankful for Mr. Cowan's service.

Sheriff Tim Manning and County Manager David Bone recommended Mr. Jonathan Dail to replace Mr. Cowan as the Martin County Medical Investigator under the current terms of Mr. Cowan's service, which involved compensation of \$12,000 per year. Mr. Dail had been working with Mr. Cowan as Medical Investigator for two years. Mr. Dail is also the Captain of the Robersonville Rescue Squad.

Commissioner Lilley stated Mr. Cowan had done a great job. Commissioner Lilley stated he felt Mr. Dail would do a great job in the position. Commissioner Ayers made a MOTION to accept the resignation/retirement of Mr. Glen Cowan as Medical Investigator for Martin County, with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously. Commissioner Lilley made a MOTION to appoint Mr. Jonathan Dail as Medical Investigator for Martin County, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

Budget Amendment(s)

Budget Amendment #35

The Juvenile Community Programs Section of the NC Department of Public Safety awarded \$8,360 in additional funding to the Riverside Youth Intervention Program.

There was no additional match required for these funds.

Vice Chairman Bond made a MOTION to approve Budget Amendment #35, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

BUDGET ORDINANCE AMENDMENT-35

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the General Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Human Services		
Office of Juvenile Justice	\$ 8,360	

This will result in an increase of \$8,360 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Restricted Intergovernmental	\$ 8,360
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Budget Amendment #36

Budget Amendment #36 covers the following:

- *Airport* – Increase project budget for AWOS site construction to include county funds advanced.
- *Landfill* – Increase budget for garbage disposal.
- *Performance Evaluation* – Distribute funds for merit increases with performance evaluations.

Commissioner Ayers made a MOTION to approve Budget Amendment #36, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

BUDGET ORDINANCE AMENDMENT-36

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the General Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Public Safety		
Communications	\$ 21,000	
Building Inspector	\$ 5,000	
Emergency Mgmt	\$ 6,000	
General Government		
Commissioners		\$48,500
DMV	\$ 2,000	
Register of Deeds	\$ 2,500	
Data Processing	\$ 2,000	
Human Services		
Veterans Services	\$ 1,500	
Environmental Protection		
Landfill	\$ 60,000	
Economic & Physical Development		
Soil & Water Conservation	\$ 2,500	
Transportation		
Transit	\$ 6,000	
Airport	\$ 160,000	

This will result in an increase of \$220,000 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance Appropriation	\$ 220,000
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Budget Amendment #37

In March 2017, Martin County received a \$150,000 allocation of 2017 Essentials Single Family Rehabilitation Loan Pool-Disaster Recovery (ESFRLP-DR) funding from the NC Housing Finance Agency (NCHFA) to assist homeowners who received a minimum of \$5,000 of damage from Hurricane Matthew, Tropical Storm Julie, and/or Tropical Storm Hermine. The initial application was to serve at least 3 homeowners. Currently, the County had approval for 42 homeowners for a total allocation of \$2,075,000.

Commissioner Smith made a MOTION to approve Budget Amendment #37, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

Section 1. To amend the CDBG Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Administration	\$ 390,000	
Rehabilitation	\$1,535,000	

This will result in an increase of \$1,925,000 in the expenditures of the CDBG Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

2017 NCHFA ESFRLP-DR	\$1,925,000
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Budget Amendment #38

An Automated Weather Observing System (AWOS) provides weather data for pilots, which increases safety and makes the airport more reliable and attractive to pilots. In addition, an AWOS provides more accurate local weather information to the general community via media outlets, such as local television stations, the Weather Channel and various websites.

The AWOS Clearing & Site Preparation project involved clearing and grubbing approximately 20 acres of upland area and clearing of approximately 4 acres of wetland area without ground disturbance.

The total estimated cost of the project was \$686,535. 90% of the funds were coming from the State Block Grant / NPE Program (formerly known as the VISION 100 funding), and 10% of the project funds would come from the State Aid to Airports Program, due to Martin County's Tier 1 status. No local funds were needed. The State Block Grant / NPE Program is a funding source that helps pay for improvements at the Martin County Airport. These funds, which are distributed in accordance with federal standards, are the primary funding sources for airport improvement projects nationwide and also fund important noise mitigation issues.

Approximately \$520,602 in State Block Grant funds were available, including \$96,000 previously budgeted for this project. In order to complete the project, Martin County would need to use local funds once the current State Block Grant funds are depleted and then be reimbursed once the State Block Grant funds are disbursed in the fall of 2019.

Budget Amendment #38 would budget the transfer from the General Fund.

Commissioner Ayers made a MOTION to approve Budget Amendment #38, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

BUDGET ORDINANCE AMENDMENT- 38

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the Airport Project ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the Airport Project Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Transportation AWOS	\$ 120,000	

This will result in an increase of \$120,000 in the expenditures of the Airport Project Fund. To provide for an increase in revenue for the above, the following revenues will be changed.

Transfer from General Fund	\$ 120,000
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Budget Amendment #39

Budget Amendment #39 was to adjust the fire district funds to account for additional tax revenue collected.

Commissioner Lilley made a MOTION to approve Budget Amendment #39, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

BUDGET ORDINANCE AMENDMENT-39

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the Fire District Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Public Safety		
Griffins Fire	\$ 3,000	
Bear Grass Fire	\$ 4,000	
Goose Nest Fire	\$ 2,000	

This will result in an increase of \$9,000 in the expenditures of the Fire District Fund. To provide an increase in revenue for the above, the following revenues will be changed.

Tax	
Ad Valorem Tax	\$ 9,000

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

BOARD REPORTS / COMMISSIONERS' COMMENTS

Commissioner Smith discussed the legislative language regarding the Schools Boards not being able to sue County Commissioners' Boards regarding funding. Commissioner Smith stated the NCACC would be sending out correspondence regarding their stance on this issue. Commissioner Smith stated the Martin County Board of Commissioners and Martin County School Board have always had a good working relationship and he was thankful for that.

CLOSED SESSION

At 8:11 p.m., Vice Chairman Bond made a MOTION to enter closed session for NC G.S. § 143-318.11(a)(3) – Attorney-Client Privilege and NC G.S. § 143-318.11(a)(5) – Contract Negotiations, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

At 8:39 p.m., Commissioner Vice Chairman Bond made a motion to go out of closed session, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

ADJOURNMENT

Chairman Bowen stated there was nothing to report from the closed session.

With no further business to discuss, Vice Chairman Bond made a MOTION to adjourn the meeting, with a SECOND from Commissioner Ayers. Chairman Bowen adjourned the meeting at 8:40 p.m. The next meeting would be held on Wednesday, July 10, 2019 at 7:00 p.m. in the Commissioners' Boardroom.

Tommy Bowen, Chairman

Jessica Godard, Clerk to the Board