

**June 10, 2020**

The Martin County Board of Commissioners met electronically in a Regular Session on Wednesday, June 10, 2020, 7:00 p.m. in the Commissioners' Boardroom of the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

**ASSEMBLY**

Present at the Courthouse -- Chairman Tommy Bowen, County Manager David Bone, Clerk to the Board Jessica Godard, Sheriff Tim Manning, Chief Deputy Drew Robinson, Emergency Management Director Jody Griffin, and County Attorney Richard James.

Present via Cisco Webex -- Vice Chairman Dempsey Bond, Jr., Commissioner Elmo "Butch" Lilley, Commissioner Ronnie Smith, Commissioner Joe R. Ayers, and Finance Director/Deputy Clerk Cindy Ange.

Chairman Bowen called the meeting to order at 7:00 p.m. and performed a roll call. County Manager Bone led the Pledge of Allegiance, and Chairman Bowen provided the invocation.

**AGENDA APPROVAL**

Commissioner Lilley made a MOTION to approve the agenda as presented, with a SECOND by Vice Chairman Bond. The Board unanimously APPROVED the motion (5-0).

AYE

Chairman Tommy Bowen  
Vice Chairman Dempsey Bond, Jr.  
Commissioner Elmo "Butch" Lilley  
Commissioner Ronnie Smith  
Commissioner Joe R. Ayers

NAY

**PUBLIC COMMENTS**

County Manager Bone stated there were no written comments submitted to the Clerk prior to the meeting. In order to maintain transparency, a brief moment was observed to allow anyone watching Facebook live to provide comments. No comments were offered on the Facebook live stream.

**CONSENT AGENDA**

Vice Chairman Bond made a MOTION to approve the consent agenda as presented, with a SECOND by Commissioner Smith. The Board APPROVED the motion unanimously (5-0).

AYE

Chairman Tommy Bowen  
Vice Chairman Dempsey Bond, Jr.  
Commissioner Elmo "Butch" Lilley  
Commissioner Ronnie Smith  
Commissioner Joe R. Ayers

NAY

1. **Minutes** for May 8, 2020 Special Called Meeting, May 13, 2020 Regular Meeting, and May 26, 2020 Special Called Meeting and Closed Session

2. **Financial Report** for April 2020

3. **Tax Assessor – Tax Refund Requests – May 2020**

Mr. Simon Correa was requesting a refund for year 2019 (1 year) for a 1986 Knox mobile home that was also listed correctly on account number 38602. Mr. Correa had been incorrectly billed and his wife was also billed correctly for the same mobile home. This was a double list and double bill. Per General Statute 105-381(a)(1), Martin County was allowed to refund/release the current year plus 5 additional years due to an error within the Tax Assessor’s office. If approved, the refund amount would be \$19.34 plus any applicable penalties or interest. Mr. Correa was requesting the refund be applied to any outstanding taxes that he owed and any remaining to be mailed back to him.

This refund request was APPROVED as part of the consent agenda.

4. **Tax Assessor – Tax Relief Orders –May 2020**

Year Levy	Lname	Fname	Reason	Value	Total
2020	Correa	Simon & Stephanie	Error in Landfill Fee		172.00
			<i>Total Real &amp; Personal Releases</i>		\$172.00
2020	Baker	Frank	Situs Error		66.93
2020	Baker	Frank	Situs Error		106.29
2020	Bell	Derkayla Jeriesha	Situs Error		64.41
2020	Cannon	Vi’Nesha Ha’Tese	Situs Error		1.07
2020	Credle	Dershod Craig	Situs Error		58.93
2020	Denton	Marvin Glenn	Situs Error		61.89
2020	Hodges	Ernest Lee	Situs Error		169.45
2020	Little	James Rondell	Situs Error		0.36
2020	Moore	Alexander Jr	Situs Error		94.90
2020	Pitt	Steven Ray	Situs Error		48.75
2020	Potts	Roy Fanklin Jr	Situs Error		1.24
			<i>TotalVTS Refund Requests</i>		\$ 674.22

5. **Tax Collector’s Report –May 2020**

	<b>Category</b>	<b>May-20</b>	<b>May 20 Y-T-D</b>
<b>Real Property</b>	<b>20</b>	<b>\$98,497.25</b>	<b>\$9,394,087.79</b>
<b>Personal Property</b>	<b>25</b>	<b><u>5,104.01</u></b>	<b><u>4,908,729.74</u></b>
<b>Total</b>		<b>\$103,601.26</b>	<b>\$14,302,817.53</b>
<b>Motor Vehicle</b>	<b>30</b>	<b><u>125.21</u></b>	<b><u>2,002.28</u></b>
<b>Total MV</b>		<b>\$125.21</b>	<b>\$2,002.28</b>
<b>All Total</b>		<b>\$103,726.47</b>	<b>\$14,304,819.81</b>

## **6. Board Appointments/Reappointments**

### **Martin Community College Board of Trustees**

The term for Mr. Carroll Jones was set to expire June 30, 2020. Chair Helen Davis recommended the appointment of Mr. Dwayne Baker to replace Mr. Carroll Jones. The term for Mr. Baker would be for 4 years and would expire June 30, 2024.

This was approved 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 June 30, 2020. Those members were:

Alice Godard  
Cynthia Pointe  
Letecia Loadholt  
Sherrie Bazemore

Ms. Pointe, Ms. Loadholt, and Ms. Bazemore were not being reappointed. Their positions would be vacant.

On behalf of the Martin County Women's Council, Ms. Deborah Teel requested Ms. Godard be reappointed for another three-year term, which would expire June 30, 2023.

The Board of Commissioners approved the appointment as part of the consent agenda.

### **Social Services Board**

On behalf of the Martin County Social Services Board, DSS Director Letecia Loadholt recommended that the Board of Commissioners reappoint Chairman Tommy Bowen for another three-year term, which would expire June 30, 2023.

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

## **Tourism Development Authority Appointment**

Mr. Barney Conway, Tourism Development Authority Director emailed recommendations for reappointment to the Tourism Development Authority Board. Mr. Conway recommended the reappointment of Commissioner Elmo “Butch” Lilley. The term would expire June 30, 2021.

Additionally, Mr. Conway recommended the reappointment of Ms. Libby Jenkins to the Tourism Development Authority Board. The term for Ms. Jenkins would be a three-year term and would expire June 30, 2023.

Ms. Becky Edwards, Economic Development representative was not eligible for reappointment at the time, due to serving 3 three-year terms.

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

**7. Clerk Report** included for informational purposes.

## **INTRODUCTION OF NEW EMPLOYEE(S)**

New employee introductions were being postponed until further notice due to COVID-19.

## **PRESENTATIONS**

### **COVID-19 Update**

Health Director Wes Gray was available to provide a presentation regarding the status of COVID-19 in Martin County. Information discussed included an overview of cases locally and globally, providing figures and showing maps and highlighting affected areas. Other information discussed included visits to emergency rooms for COVID-like symptoms, total tests reported and percentage of positive tests. Next, Health Director Gray reviewed a timeline of confirmed positive COVID-19 cases for Martin, Tyrell, and Washington Counties (broken down by gender and age). Further information was given regarding coronavirus deaths locally and across North Carolina.

Health Director Gray discussed the many challenges with COVID-19, including little to no immunity within the population, limited or no immediate treatment and no vaccine availability. He then discussed testing protocols in North Carolina, and stated Martin County needed to test about 37 people per day to meet goals set by the North Carolina Department of Health and Human Services.

Health Director Gray reported on the drive-thru testing clinic that was held at Riverside High School on June 10, 2020. He stated there were about 115 people who were tested. MTW District Health Department would be holding more drive-thru clinics in the future.

In closing, Health Director Gray said Martin County should prepare for more positive cases as testing increased. Gray also stated more testing meant a better chance of identifying positive cases and isolating their close contacts as we continued to progress into Phase III of reopening.

Chairman Bowen thanked Director Gray for his presentation and for always keeping the Board informed.

### **Hurricane Prep Plans in COVID-19 Environment**

Emergency Management Director Jody Griffin reported the 2020 Hurricane season would present many challenges because of an anticipation of a higher number of storms in combination with COVID-19 restrictions. One of the challenges would be to come up with plans to handle shelter operations with social distancing guidelines in place. Shelter capacities would be decreased by almost 2/3 the normal amount of people that may stay in a shelter under normal circumstances.

Another challenge would be in providing food for any citizens in a shelter. There would no buffet-style serving and food would be served in pre-packaged form. The Red Cross would handle the funding for the food, but they would not provide people to staff the shelters. Martin County Schools' cafeteria staff would likely be utilized in this situation. Because of the decreased capacity requirements, there would likely need to be more shelters opened to meet the needs of the community.

Normally, Martin County DSS staff works at the shelters, but EM Director Griffin stated more county staff would potentially have to work at shelters, alongside DSS. The Red Cross would be limited on the number of people they would be able to send to assist.

Commissioner Lilley confirmed there was a higher estimated number of severe storms for the upcoming hurricane season. EM Director Griffin confirmed the number averaged out to be three higher storms than normal for our area. EM Director Griffin stated citizens would be encouraged to make pre-plans for evacuation to try and go with friends and family instead of coming to a shelter. There would be no cots available in shelters, due to the inability to properly sanitize cots. Cots would only be provided pre-landfall for individuals who were elderly or have a disability.

County Manager Bone asked EM Director Griffin to reiterate the importance of signing up for the Hyper Reach system. EM Director Griffin stated there were not nearly as many numbers signed up as what was optimal. The Martin County Hyper Reach link was available on the Martin County website, various departmental Facebook pages, and across many other aspects of local media.

### **Public Hearing – FY 2020-21 Proposed Budget**

At 7:33 p.m., Commissioner Smith made a MOTION to open the public hearing, with a SECOND From Commissioner Lilley. The Board APPROVED the motion unanimously (5-0).

AYE

Chairman Tommy Bowen  
Vice Chairman Dempsey Bond, Jr.  
Commissioner Elmo "Butch" Lilley  
Commissioner Ronnie Smith  
Commissioner Joe R. Ayers

NAY

County Manager Bone presented the following message to the Board of Commissioners:

"Commissioners:

- A draft budget was presented in depth at the May 13<sup>th</sup> 2020 meeting, and there were no significant changes between the draft and proposed budgets, so I will keep my comments tonight brief.
- As you are aware, a governing body in NC must adopt its annual budget ordinance by July 1<sup>st</sup> [North Carolina General Statute 159-13(a)].
- As you are fully aware, this budget has been developed in an unprecedented time.
- The full economic impacts of the global pandemic are not yet known, but staff has done the best it can to develop a budget for the coming year.
- The FY 2020-21 Budget totals \$33,385,140 for all County General Fund operations, capital improvements and debt service.
- The budget is based on maintenance of the current tax rate of \$0.81 per \$100 valuation, plus the applicable fire district tax.
- Maintenance of the current water rates are proposed, which includes a base rate of \$50 per month.
- The budget does not include a cost-of-living or merit raise for employees.
- Appropriations for outside agencies are budgeted at similar levels to the current year.
- Besides the routine vehicle purchased, the proposed budget also includes a plan for the replacement of the compactor at the Landfill through installment purchase (\$60,000 budgeted next year).
- Building maintenance projects include \$125,000 for courtyard and sidewalk repairs at the Governmental Center and \$40,000 is included for floor repairs at Moratoc Park, and \$30,000 for renovations to the District Courtroom. Also, funding is included in the Transit budget for storage building renovations, site improvements and improvements (cost of \$169,758; 85% grant funded).
- New debt service for a used compactor (estimated purchase price of \$250,000) for the Landfill is proposed.
- The budget includes a Fund Balance appropriation of \$2,364,307 and a transfer of \$1,566,667 from the Hospital Fund.
- As previously communicated, I recommend the Board of Commissioners coordinate with the Board of Education on a five-year funding plan with the Board of Education, and I strongly encourage scheduling that discussion as soon as feasible.
- Commissioners are asked to receive public comment tonight.

- Due to the public hearing being held electronically, the public can provide comments electronically until 24 hours after the public hearing.
- No public comments have been received yet.
- The Board of Commissioners can adopt the budget at a recessed or called meeting or at the June 24<sup>th</sup> meeting for year-end budget amendments.”

Commissioner Lilley commended all staff involved in the budget preparation process, stating there was no proposed tax increase and all of the goals that were laid out were met. Commissioner Smith echoed Commissioner Lilley’s comments, adding this budget was something the citizens could be proud of. Vice Chairman Bond echoed these comments, as well.

County Manager Bone added the funding for JCPC would be increasing. He stated Martin County had a 20% match, and the amount of the local match varied from county to county. The amount of the county match (10%, 20% or 30%) was based on economic data from the mid 1990s. Because Martin County was a Tier 1 county, County Manager Bone was advocating for the state to review the local match percentages and felt a 10% local match was more appropriate for Martin County. County Manager Bone had reached out to a representative from the Department of Public Safety regarding this concern, and he would forward any information he received to the Board of Commissioners.

Chairman Bowen thanked all staff for their efforts in preparing a budget in such an unusual situation and was pleased with no proposed tax increase.

The public hearing could be closed at this time, but public comments would still be received for 24 hours after the public hearing, therefore no action could be taken on this item until the appropriate time period had passed. The budget would be adopted at the June 24<sup>th</sup>, 2020 end of year budget amendments meeting which had already been scheduled.

At 7:44 p.m., Vice Chairman Bond made a MOTION to close the public hearing, with a SECOND from Commissioner Ayers. The Board APPROVED the motion unanimously (5-0).

AYE

Chairman Tommy Bowen  
 Vice Chairman Dempsey Bond, Jr.  
 Commissioner Elmo “Butch” Lilley  
 Commissioner Ronnie Smith  
 Commissioner Joe R. Ayers

NAY

**OLD BUSINESS -- None**

**NEW BUSINESS**

**Amendment to Personnel Policy – Temporary Salaried Nonexempt One-Year Fellowship**

Martin County was selected to participate in the Lead for NC program. Lead for North Carolina (LFNC) is the pilot state affiliate program of Lead for America. It is being run by the UNC Chapel Hill School of Government (SOG), in partnership with the NC City and County Managers

Association (NCCCMA), NC League of Municipalities (NCLM), and NC Association of County Commissioners (NCACC).

Through the LFNC program, fellows will gain a new perspective and appreciation of local government, understand the most pressing issues facing our communities, establish relationships with partner universities and organizations, and gain opportunities to engage with a growing alumni network of similarly minded individuals.

The goal of LFNC is to implement a fellowship program for recent college graduates that:

1. Provides added capacity to economically distressed local governments across the state that have difficulty attracting and retaining talented young employees;
2. Serves as a bridge between local governments (specifically in economically depressed communities or communities with special needs) and the School of Government and professional associations;
3. Increases the diversity within local governments to better reflect the diversity of the communities they serve;
4. Creates a pipeline to MPA and other graduate programs in NC;
5. Fosters the development of young talent in local governments across NC, particularly in areas that have historically (or are projected to have) a difficult time attracting and retaining sufficient talent; and
6. Promotes a greater sense of civic responsibility and encourages fellows to leave the fellowship with a deeper appreciation and dedication to their personal communities and our civic institutions.

As a host government, Martin County commits to the following:

- Enter into a single-year employment contract with each fellow. (The contract will be a 12-month fixed-term employment agreement.)
- Amend the local government's personnel policy to create a new class of employee – Temporary Salaried Nonexempt One-year Fellowship.
- Identify specific projects and/or scope of work for fellow to perform during fellowship period. Include a mix of short- and long-term projects.
- Assign a direct supervisor to the fellow who will provide regular feedback to the fellow and conduct quarterly performance assessments and reviews.
- Identify one or more mentors to the fellow to help the fellow become an accepted and productive member of the local government.
- Conduct weekly check-ins with the fellow.
- Afford fellow meaningful training and professional development opportunities.
- Allow fellow to participate in any required LFNC trainings.
- Assist fellow in locating reasonable rental housing (if needed).

- Keep LFNC Executive Director informed of any issues with fellow or fellowship.
- Comply with any performance evaluation and data collection requirements of the program.

Elizabeth Mitchell was been chosen has the Lead for NC Fellow for Martin County. Elizabeth graduated from UNC-CH in May 2020.

Ms. Mitchell would work with Martin County as a Lead for NC Fellow for one year (July 2020 – June 2021). About half the cost of her salary and benefits would be subsidized. Ms. Mitchell would focus on grant writing and other projects, as assigned by the County Manager.

The Martin County Personnel Policy was adopted as an ordinance on April 19, 1995. It governs the actions involving all employees and provides rules and policies concerning personnel management.

Currently, the Martin County Personnel Policy provides for several classes of employees, including full-time, part-time and temporary. As a host government in the Lead for NC program, Martin County has agreed to amend the local government’s personnel policy to create a new class of employee – Temporary Salaried Nonexempt One-year Fellowship.

The Following amendment to Article XX of the Personnel Policy was recommended:

A Temporary Salaried Non-exempt One-year Fellowship employee position may be created for up to twelve months under a special program, such as the Lead for NC Program. An employee in such position:

- Will be paid for time off for all state/national holidays observed by the county.
- Will be afforded 3 days of paid time off during the 12-month period.
- Is entitled to no other benefits offered by the county.

Commissioner Smith made a MOTION to approve the proposed amendment to the Martin County Personnel Policy, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously (5-0).

AYE

Chairman Tommy Bowen  
 Vice Chairman Dempsey Bond, Jr.  
 Commissioner Elmo “Butch” Lilley  
 Commissioner Ronnie Smith  
 Commissioner Joe R. Ayers

NAY

### **2020-21 Non-Emergency Ambulance Franchises**

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

Vice Chairman Bond made a MOTION to approve the above listed Non-Emergency Ambulance Franchises for 2020-21, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously (5-0).

AYE

Chairman Tommy Bowen  
Vice Chairman Dempsey Bond, Jr.  
Commissioner Elmo “Butch” Lille  
Commissioner Ronnie Smith  
Commissioner Joe R. Ayers

NAY

### **Amendment to the Board of Commissioners’ Rules of Procedures**

The Martin County Rules and Procedures was adopted by the Board of Commissioners on May 11, 2011 and amended October 12, 2016. The 2016 amendment dealt with remote participation, namely establishment of a quorum and casting votes.

On March 27, 2020, NC Governor Roy Cooper issued Executive Order No. 121, which directed people to stay at home except to visit essential businesses, to exercise outdoor or to help a family member. Specifically, the order banned gatherings of more than 10 people and directed everyone to physically stay at least six feet apart from others. This Executive Order impacted how local governments could handle meetings.

The Office of NC Attorney General Josh Stein certified that local governments have authority to hold remote meetings in a memo dated March 26, 2020.

Session Law 2020-3, which took effect May 4, 2020, provided additional guidelines for local governments and others in regards to “remote”, public meetings. Section 4.31 of Session Law 2020-3 addresses electronic meetings held during a State of Emergency declared by the Governor or General Assembly. “Remote meetings” are permitted as long as there is a State of Emergency. Martin County declared a State of Emergency on March 18, 2020. The State of Emergency was amended on April 1, 2020 for multiple reasons, including provisions for electronic or remote meetings.

Staff drafted a resolution that would amend the Rules of Procedures to allow for these general provisions for electronic / remote meetings during a State of Emergency as a general rule.

Commissioner Smith felt it would be important for county staff to communicate with the Mayors in Martin County to make them aware of the change that was being made to the Board of Commissioners' Rules of Procedures. County Manager Bone stated that had not been communicated, as the change would only be affecting the Board of Commissioners, not the City Councils in the County, but he would make the proper officials aware.

Commissioner Lilley made a MOTION to adopt the resolution to amend the Rules of Procedures, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously (5-0).

AYE

Chairman Tommy Bowen  
Vice Chairman Dempsey Bond, Jr.  
Commissioner Elmo "Butch" Lilley  
Commissioner Ronnie Smith  
Commissioner Joe R. Ayers

NAY

## **BUDGET AMENDMENTS**

### **Budget Amendment #29**

The NC Department of Health and Human Services released the final allocations for the Crisis Intervention Fund and LIEAP (Low Income Energy Assistance Program). The estimate for both programs was increased by a total of \$2,525. The Crisis Intervention Fund is used to assist citizens with heating and cooling bills throughout the year. LIEAP funds are used to help citizens with heating bills December through March.

Included in the \$6,099 addition to LIEAP funding was \$4,924 to be allocated to citizens who previously received LIEAP funding this fiscal year to assist with utility bills during the COVID-19 pandemic. This was a reallocation of State funding and not additional funds provided by the State for the program.

The Crisis Intervention fund reduction of \$3,574 was due to the initial allocation from the State being lower than the budgeted projection.

Staff recommended the approval of Budget Amendment #29.

Vice Chairman Bond made a MOTION to approve Budget Amendment #29, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously (5-0).

*Aye:* Bowen, Bond, Lilley, Smith, Ayers

*Nay:* N/A

## **BUDGET ORDINANCE AMENDMENT-29**

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, 2020.

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

	Increase	Decrease
Human Services		
Department of Social Services	\$2,525	

This will result in an increase of \$2,525 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	\$2,525
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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 #30**

Budget Amendment #30 covered the following:

- *County Manager's office* – Increase for merit from 2019.
- *Buildings* – Increase budget to provide utilities and cleaning for Ray Street Building and PSAP Building.
- *Emergency Management* – Increase budget to cover COVID 19 expenditures until we determine which funding will be used to cover the costs.
- *Communications* – Increase for additional personnel costs.
- *Landfill* – Increase budget for tonnage increase from residential pickup.

Staff recommended the approval of Budget Amendment #30.

Commissioner Ayers made a MOTION to approve Budget Amendment #30, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously (5-0).

*Aye:* Bowen, Bond, Lilley, Smith, Ayers

*Nay:* N/A

### **BUDGET ORDINANCE AMENDMENT-30**

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, 2020.

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

	Increase	Decrease
General Government		
County Manager	\$ 3,000	
Buildings	\$ 20,000	
Public Safety		

Emergency Mgmt	\$ 25,000
Communications	\$ 22,000
Building Inspections	\$ 3,000
Environmental Protection	
Landfill	\$ 80,000

This will result in an increase of \$153,000 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	\$ 153,000
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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 #31**

The Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law on March 27, 2020. This law directed \$150 billion to states and territories via the Coronavirus Relief Fund (CRF) to be used for expenses related to addressing the COVID-19 pandemic. NC received a total of \$4.066 billion, but approximately \$481M went directly to local governments with populations greater than 500,000.

Session Law 2020-4 placed \$300 million in a local government CRF reserve fund and appropriated \$150 million of those funds to be distributed to counties across NC who were not eligible for direct funding. The allocation percentages are determined in S.L. 2020-4. The allocation includes:

- Base allocation of \$250,000, and
- Additional pro-rata allocation based on county population according to 2019 Vintage Year Census Bureau estimates (leaving out Guilford, Mecklenburg, and Wake as they received funds directly from U.S. Treasury).

Martin County received \$615,106 on May 26, 2020. The county submitted a spending plan to the state on May 27, 2020. The state was now asking for FEMA dollars be used before the CARES funds are used. The state would provide the match for the FEMA dollars.

Eligible spending must be directly related to expenditures incurred to address the COVID-19 pandemic. The funds must be used for expenditures incurred between March 1, 2020 and December 30, 2020. Money from the Coronavirus Relief Fund could not be used for revenue replacement purposes. The broad categories of eligible funding included:

- Medical expenses including the COVID-19 related expenses of public hospitals and clinics, establishment of temporary medical facilities, COVID-19 testing, and public telemedicine capabilities.
- Public health expenses such as the acquisition of personal protective equipment and other medical supplies, disinfection of public areas and other facilities such as nursing homes, and expenses for public safety measures, including expenses for quarantining.

- Payroll expenses for public safety or healthcare employees whose services are substantially dedicated to responding to the COVID-19 emergency.
- Expenses of actions that facilitate compliance with COVID-19 related public health measures such as teleworking, distance learning, food delivery paid sick and family and medical leave for public employees, expenses for maintaining prisons, and expenses for protecting the homeless population.
- Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency.

Municipalities would not be receiving funds from the state. As part of a county’s plan, a county could include a strategy for sharing the funds with municipalities. The county would bear the liability to ensure funds were used properly.

Some of the priorities in Martin County’s CRF Plan included:

- 1) Reimbursement for Personal Protection Equipment (PPE) and cleaning supplies;
- 2) Reimbursement for personnel costs related to COVID-19 response;
- 3) Technology to maintain continuity of operations – i.e., laptops for critical personnel to work from home; and
- 4) Tablets for to assist with telemedicine efforts between first responders and hospitals.

These priorities were included in the CRF plan the Board of Commissioners approved on May 26, 2020 and submitted to the state on May 27, 2020. The CRF plan also considered the needs of Martin-Tyrrell-Washington Health Department, Bertie-Martin Regional Jail and all municipalities in Martin County.

Commissioner Smith made a MOTION to approve Budget Amendment #31, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously (5-0).

*Aye:* Bowen, Bond, Lilley, Smith, Ayers

*Nay:* N/A

**BUDGET ORDINANCE AMENDMENT-31**

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, 2020.

Section 1. To begin the Coronavirus Relief Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Public Safety		
Covid-19 Cares Funding	\$615,106	

This will result in an increase of \$615,106 in the expenditures of the Coronavirus Relief Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Restricted Intergovernmental                      \$615,106

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 Lilley stated even though times were difficult and unprecedented, everyone had worked well together to achieve the goals of the county. Chairman Bowen stated it was a pleasure working with the Board of Commissioners, and they made his job as Chairman easy.

No other comments were offered.

**ADJOURNMENT**

With no further business to discuss, Vice Chairman Bond made a MOTION to adjourn the meeting, with a SECOND from Commissioner Smith. Chairman Bowen adjourned the meeting at 8:05 p.m. The next regular meeting would be held on Wednesday, July 8, 2020 at 7:00 p.m. in the Commissioners Boardroom.

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Tommy Bowen, Chairman

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Jessica Godard, Clerk to the Board