

**September 9, 2020**

The Martin County Board of Commissioners met in a Regular Session on Wednesday, September 9, 2020, 7:00 p.m. in the Commissioners Boardroom at the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

## **ASSEMBLY**

Present in the Boardroom: Chairman Tommy Bowen, Vice Chairman Dempsey Bond, Jr., Commissioner Elmo “Butch” Lilley, Commissioner Ronnie Smith, County Manager David Bone, Clerk to the Board Jessica Godard, Finance Officer/Deputy Clerk Cindy Ange, County Attorney Richard James, Sheriff Tim Manning, and

Present via Cisco WebEx: Commissioner Joe R. Ayers and Lead For NC Fellow Elizabeth Mitchell.

Chairman Bowen called the meeting to order at 7:00 p.m. Vice Chairman Bond led the Pledge of Allegiance, and Commissioner Lilley provided the invocation.

## **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 (5-0).

## **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**

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

- 1. Minutes** for August 12, 2020 Regular Meeting
- 2. Financial Report** for July 2020
- 3. Tax Assessor – Tax Refund Requests – August 2020 -- None**
- 4. Tax Assessor – Tax Relief Orders –August 2020**

Year Levy	Lname	Fname	Reason	Value	Total
2020	Boddie	Lena	Error in Landfill Fee		172.00
2020	Bowen	Richard	Error in Landfill Fee		172.00
2020	Coffield	Alice B Heirs	Sold Vehicle		16.23
2020	Davenport	Eddie J	Error in Landfill Fee		172.00

2020	Hurst	Nathan Roberson	Out of County	49.75
2020	Hurst	Nathan Roberson	Out of County	43.74
2020	Hurst	Nathan Roberson	Out of County	43.31
2020	Hurst	Nathan Roberson	Out of County	39.79
2020	Hurst	Nathan Roberson	Out of County	35.81
2020	Hurst	Nathan Roberson	Out of County	35.79
2020	Hurst	Nathan Roberson	Out of County	34.36
2020	Hurst	Nathan Roberson	Out of County	33.83
2020	Hurst	Nathan Roberson	Out of County	32.47
2020	Johnson	Kathryn Irene	Sold Vehicle	128.31
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	77.20
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	70.80
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	63.72
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	61.26
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	58.81
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	57.77
2020	Rondol Cordon Trucking, Inc		Surrendered Tags	55.45
2020	Taylor	David Wade	Out of County	272.01
2020	Thalassa Fishing LLC		Error in Listing	3,797.79
2020	Thalassa Fishing LLC		Error in Listing	3,645.88
2020	Thompson	Lonnial	Error in Listing	8.53
2020	Thompson	Lonnial	Error in Listing	8.53
2020	Thompson	Lonnial	Error in Listing	9.13
2020	Thompson	Lonnial	Error in Listing	9.13
2020	Thompson	Lonnial	Error in Listing	9.35
2020	Thompson	Lonnial	Error in Listing	9.35
2020	Toppin	Michael Dean	Double Billed	424.65
2020	Whitehurst	Larry Glenn	Correction	172.00
			<i>Total Real &amp; Personal Releases</i>	\$9,820.75
2020	Hardison	Jane Chesson	Over Assessment	28.87

			<i>Total VTS Refund Requests</i>	\$ 28.87
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## 5. Tax Collector's Report –August 2020

	Category	Aug-20	Aug-20 Y-T-D
Real Property	20	\$1,518,833.51	\$1,668,394.21
Personal Property	25	<u>\$332,068.12</u>	\$336,759.96
Total		\$1,850,901.63	\$2,005,154.17
Motor Vehicle	30	<u>\$0</u>	<u>\$33.55</u>
Total MV		\$0	\$33.55
All Total		\$1,850,901.63	\$2,005,187.72

## 6. USDA Lease NRCS Amendment #3

A lease for the USDA-FSA (Farm Service Agency) Services Center at 104 Kehukee Park Road Williamston, NC 27892 was approved in July 2020. The Kehukee Office Building (total of 10,440 square feet) for its USDA Service Center.

The USDA Natural Resources Conservation Service (NRCS) also leases 1,487 square feet of space in the building. USDA would like to extend this lease.

USDA - NRCS was currently paying Martin County \$3 per square foot per year, or \$371.75 / month (\$4,461 / year) in lease payments. It appeared this had been the fee paid to Martin County since at least 1997.

County staff negotiated an increase to \$10 per square foot per year – this was the same unit price for the USDA-FSA lease. \$10 per square foot equates to a lease payment of \$1,239.16 / month (\$14,870 / year), an increase of \$10,409 per year.

The Board was provided with a copy of lease amendment number 3, which established a lease extension through December 31, 2021.

The lease amendment did include some additional cleaning provisions, due to COVID-19.

The lease agreement was APPROVED as part of the consent agenda.

## 7. Adjustment to Meeting Schedule – October 2020 Regular Meeting Date Change from October 14, 2020 to October 7, 2020

One-Stop Early Voting will begin on Thursday, October 15, 2020 and will run through Saturday, October 31, 2020. One-stop voting will take place in the Commissioners' Boardroom. In order for poll workers to be prepared to accept voters on October 15, 2020, election equipment will need to be set up on October 14, 2020.

To accommodate early voting, staff is recommending the Board approve an adjustment to the meeting schedule, rescheduling the October 2020 Regular meeting from October 14, 2020 to October 7, 2020.

The meeting date change was APPROVED as part of the consent agenda.

## 8. Resolution to Approve Amendment to CDBG Citizen Participation Plan

The following was approved as part of the consent agenda.

**TO: BOARD OF COMMISSIONERS, MARTIN COUNTY, NORTH CAROLINA**  
**FROM: THE WOOTEN COMPANY**  
**DATE: SEPTEMBER 9, 2020**  
**RE: CDBG 2020-2021 FUNDING YEARS CITIZEN PARTICIPATION PLAN**

The purpose of this memo is to present the amended *Citizen Participation Plan* for the 2020-2021 Community Development Block Grant (CDBG) Program Funding Years being presented for adoption. This *Plan* is designed to meet requirements for participation in the 2020-2021 (CDBG) programs administered by the following State agencies:

CDBG Program	State Adminstrating Agency
Infrastructure (CDBG-I)	NC Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI)
Disaster Recovery (CDBG-DR) Mitigation (CDBG-MIT)	NC Department of Public Safety (DPS) Office of Recovery & Resiliency (NCORR)
Economic Development (CDBG-ED) Neighborhood Revitalization (CDBG-NR) Coronavirus (CDBG-CV)	NC Department of Commerce (DOC) Rural Economic Development Division (REDD)

The *Plan* ensures that citizens will be provided adequate opportunity for meaningful involvement on a continuing basis and for participation in planning, implementing, and assessing the CDBG Programs. The *Plan* contains subjects as objectives of the plan, public hearing details, program accessibility, citizen access to records, timely information and submission of views and proposals, and response to proposals and complaints. The *Plan* also includes special provisions for emergency situations, such as coronavirus, for 1) public notices from 10 days to 5 days in advance of public hearings, 2) options for virtual attendance, and 3) outreach procedures in lieu of newspaper publications.

In the adoption resolution, Martin County designates the following persons, and/or successors so titled, as Citizen Participation Coordinators and to accept comments from the public regarding the CDBG programs:

David Bone, County Manager  
Jessica Godard, Clerk to the Board

*This information is available in Spanish or any other language upon request. Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Jessica Godard, Clerk to the Board al 252-789-4300 o en P.O. Box 668, 305 East Main Street, Williamston, NC 27892 de alojamiento para esta solicitud.*



CC: CDBG File

**MARTIN COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT  
2020-2021 PROGRAM FUNDING YEARS  
RESOLUTION TO ADOPT**

*A Resolution Authorizing the Adoption of the Citizen Participation Plan for MARTIN COUNTY during the North Carolina Small Cities Community Development Block Grant (CDBG) Programs.*

**WHEREAS**, MARTIN COUNTY intends to participate in the 2020-2021 Small Cities CDBG Programs under the Housing and Community Development Act of 1974, as amended; and

**WHEREAS**, the CDBG infrastructure program is administered by the North Carolina Department of Environmental Quality (DEQ), Division of Water Infrastructure (DWI); and

**WHEREAS**, the CDBG economic development, neighborhood revitalization, and coronavirus programs are administered by the North Carolina Department of Commerce (DOC), Rural Economic Development Division (REDD); and

**WHEREAS**, the CDBG disaster recovery and disaster mitigation programs are administered by the North Carolina Department of Public Safety (DPS), Office of Recovery and Resiliency (ORR); and

**WHEREAS**, the Citizen Participation Plan is required under these programs;

**THEREFORE**, BE IT RESOLVED by the BOARD OF COMMISSIONERS of MARTIN COUNTY, North Carolina:

1. That the following designees, and/or successors so titled, are hereby authorized as Citizen Participation Coordinators:  
DAVID BONE, COUNTY MANAGER  
JESSICA GODARD, CLERK TO THE BOARD
2. That this Citizen Participation Plan is hereby submitted and adopted and to be used throughout the implementation of the MARTIN COUNTY FY 2020-2021 CDBG Program.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

✓  
\_\_\_\_\_  
Tommy Bowen, Chairman

ATTEST:

✓  
\_\_\_\_\_  
Jessica Godard, Clerk to the Board

**MARTIN COUNTY  
CITIZEN PARTICIPATION PLAN  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
CDBG 2020-2021 PROGRAM FUNDING YEARS**

MARTIN COUNTY  
P.O. BOX 668  
305 EAST MAIN STREET  
WILLIAMSTON, NC 27892  
PHONE: 252-789-4300  
FAX: 252-789-4309  
TDD: 800-735-2962 (or 711)

<b>Contact Person :</b>	DAVID BONE	JESSICA GODARD
<b>Title:</b>	COUNTY MANAGER	CLERK TO THE BOARD
<b>Email:</b>	DAVID.BONE@MARTINCOUNTYNCGOV.COM	JESSICA.GODARD@MARTINCOUNTYNCGOV.COM

*The primary goal of the Citizen Participation Plan is to provide citizens, especially low- and moderate-income citizens of the community where CDBG-funded activities will take place, an opportunity to participate in an advisory role in the planning, implementation, and assessment of the programs and projects. The Citizen Participation Plan is required by Section 104(a) (2) of the Housing and Community Development Act and by regulations at 24 CFR 570.486(a) (6) The plan is vitally important to the success of CDBG-funded activities undertaken by local governments. Compliance with the plan reduces the number of legal challenges and citizen complaints against the local government recipient.*

## 1. INTRODUCTION

The **COUNTY** has designed this community-wide Citizen Participation Plan to provide for and encourage citizen participation in the Small Cities Community Development Block Grant (CDBG) program. This Plan is an essential element of the **COUNTY'S** present and future community development process and has been developed to comply with the regulations and requirements of the CDBG program as administered by the United States Department of Housing and Urban Development (HUD) and the following State agencies:

<b>CDBG Program</b>	<b>State Adminstrating Agency</b>
Infrastructure (CDBG-I)	NC Department of Environmental Quality (DEQ) Division of Water Infrastructure (DWI)
Disaster Recovery (CDBG-DR) Mitigation (CDBG-MIT)	NC Department of Public Safety (DPS) Office of Recovery & Resiliency (NCORR)
Economic Development (CDBG-ED) Neighborhood Revitalization (CDBG-NR) Coronavirus (CDBG-CV)	NC Department of Commerce (DOC) Rural Economic Development Division (REDD)

The primary goal of this Citizen Participation Plan is to provide all citizens of the community with adequate opportunity to participate in an advisory role in the planning, implementation, and assessment of the **COUNTY'S** CDBG program(s). The Plan sets forth policies and procedures for citizen participation, which are designed to maximize the opportunity for citizen participation in the community development process. Special emphasis has been placed on encouraging participation by persons of low and moderate incomes, residents of blighted neighborhoods, and residents of areas where community development funds are utilized.

Citizens are encouraged to participate in all phases of the CDBG program(s) and will be provided full access to program information. However, final responsibility and authority for the development and implementation of CDBG program(s) will lie with the **COUNTY**.

## **2. SCOPE OF PARTICIPATION**

The **COUNTY** will make reasonable efforts to provide for citizen participation during the community development process and throughout the planning, implementation, and assessment of all CDBG program(s) undertaken by the **COUNTY**. Local officials will make every effort to involve citizens in all phases of the development, implementation and assessment of community development programs including, but not limited to, the following phases:

- a. Identification and assessment of housing and community development needs; determination of CDBG project(s) and documentation; and the development of CDBG application(s);
- b. Changes and/or amendments to approved CDBG projects; and,
- c. Assessment of CDBG program performance.

All phases of the community development process will be conducted by local officials in an open manner. Citizens of the **COUNTY** are encouraged to participate at all levels and will be given access to program information during each phase of any CDBG program as outlined herein.

## **3. CITIZEN PARTICIPATION CONTACT PERSON**

The **COUNTY MANAGER / CLERK TO THE BOARD**, and/or successors so titled, has been designated Citizen Participation Coordinator by the **MARTIN COUNTY BOARD OF COMMISSIONERS** and will serve as the contact person for all matters concerning citizen participation activities. This person shall be responsible for overseeing citizen participation throughout the community development process and the implementation of all citizen participation activities and functions, except those which may be specifically delegated to other parties by this Plan.

The specific duties and responsibilities of the Citizen Participation Coordinator shall include, but not necessarily be limited to: disseminating information concerning proposed projects and the status of current project activities; coordinating various groups which may be participating in the community development process; receiving written comments; serving as a vehicle by which ideas, comments, and proposals from local residents may be transmitted to local officials and/or program staff; and, monitoring the citizen participation process and proposing such amendments to the Citizen Participation Plan as may be necessary.

The Citizen Participation Coordinator may be contacted at **MARTIN COUNTY GOVERNMENTAL CENTER; P.O. Box 668, 305 East Main Street, Williamston, NC 27892; 252-789-4300; TDD: (800) 735-2962 or 711** during regular business hours. All questions concerning citizen participation in the community development process should be addressed to the Citizen Participation Coordinator.

## **4. TECHNICAL ASSISTANCE**

The staff of the **COUNTY** shall provide technical assistance to individual citizens and citizen groups, especially those groups representative of persons of low or moderate income, as may be required to adequately provide for citizen participation in the planning, implementation and assessment of CDBG program(s). Technical assistance may be obtained by contacting the **COUNTY** or the Citizen Participation Coordinator.

Such technical assistance is intended to increase citizen participation in the community development decision making process and to ensure that such participation is meaningful. Technical assistance shall also be utilized to foster public understanding of CDBG program requirements.

Technical assistance shall be provided on request and may include, but not necessarily be limited to: interpreting the CDBG program and its rules, regulations, procedures and/or requirements; providing information and/or materials concerning the CDBG program; and, assisting low and moderate income citizens, and residents of blighted neighborhoods to develop statements of views, identify their needs, and to develop activities and proposals for projects which, when implemented, will resolve those needs.

## **5. PUBLIC HEARINGS**

Citizen participation in the community development process will be conducted on a community-wide basis and will actively involve the views and proposals of all citizens, especially low- and moderate-income (LMI) persons and residents of areas where CDBG activities are proposed or on-going.

Public hearings will be held during all phases of the community development process, as outlined herein, to allow citizens to voice opinions and offer proposals concerning the development and performance of CDBG programs. Local officials will respond to questions and proposals from citizens at each public hearing. Any questions that citizens may have concerning a program will be answered and their comments, suggestions, and/or proposals will be received. Citizens may also express comments and views concerning the community development process or any specific CDBG project to the governing body at any regularly scheduled meeting.

#### 5.1 Public Hearing Times and Locations

All public hearings will be held at times and locations which will be accessible to all citizens, especially persons of low and moderate incomes, and residents of blighted neighborhoods and CDBG project areas.

Public hearings will be scheduled for convenient times as determined by the **COUNTY**. Public hearings may be held at any site which, in the opinion of the **COUNTY**, provides adequate access for citizen participation.

Hearings will normally be held at the **NC TELECENTER, 415 EAST BOULEVARD, WILLIAMSTON, NC 27892**. This site is centrally located and generally accessible to all citizens. This building is also accessible to persons with disabilities. Hearings may, however, at the option of the **COUNTY**, be held at an alternate location to be specified in the public hearing notice(s).

#### 5.2 Application Public Hearing

At least one public hearing shall be held during any CDBG program fiscal year prior to the submission of an application to the state funding agency for CDBG assistance<sup>1</sup>. The primary purposes of the public hearing shall be to assess community needs and problems in an effort to determine the most critical needs to be addressed by the CDBG program; and also to present for public comment and review the program activities which have been selected by the **COUNTY** to resolve the identified needs.

An application public hearing will be held during the initial stage of program development to discuss items regarding local community development and housing needs, the overall CDBG program requirements and eligible activities, and the application process. The objective of citizen participation at this stage is to provide meaningful, community-wide citizen input into the decision-making process during the assessment of community needs and the consideration of priorities and options associated with the development and submission of a CDBG application. Local officials will also entertain proposals and comments from citizens concerning community development activities at this hearing.

This hearing will normally serve to discuss and review the information appropriate for all applications submitted by the **COUNTY** during any fiscal year. Additional changes in community development or housing needs in the community as determined by local officials can be addressed by a community meeting where citizens can share their comments prior to the submission of other CDBG applications late in the fiscal year.

Citizens will be provided with information concerning the CDBG program at this public hearing. Such information shall include, but not necessarily be limited to: the goals and objectives of the CDBG program; the total amount of CDBG funds available for the fiscal year and for the funding round; the role of citizens in program planning, implementation, and assessment; the range of activities which may be undertaken; the process to be followed in developing a CDBG application; a statement that 100 percent of the CDBG funds will be used to benefit low-to-moderate income people; the schedule of meetings and hearings; location where the application can be reviewed; activities previously funded in the **COUNTY** through the CDBG program; and, an identification of projects which could result in the relocation of area residences or businesses; and the actions that would be undertaken if such relocation were necessary; provide citizens with contact information such as address, telephone number, and dates for submitting complaints or grievances. Furthermore, the effectiveness of the Citizen Participation Plan in allowing citizen

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<sup>1</sup> *Programs administered by REDD require two (2) public hearings prior to submitting and application to the State, while DWI only requires one (1) detailed public hearing prior to application submittal.*



participation in the community development process and potential changes and/or amendments to the Plan shall also be discussed at this meeting.

The **COUNTY** may, at the option of local officials, review multiple CDBG project applications at one hearing when more than one application is to be submitted during the same fiscal year. Each such hearing shall be held prior to, and in preparation for, the application's approval by the **COUNTY**.

A second objective of citizen participation during this stage is to inform citizens of the proposed project activities to be included in a CDBG application(s) and to solicit comments from citizens concerning these activities.

Citizens attending this hearing will be provided with information concerning the CDBG project(s) proposed including, but not necessarily limited to: the project application(s) to be submitted and the applicable CDBG fund; specific project activities to be included; the location of the project activities; the approximate cost estimate for the proposed activities; the estimate of local match required; the impact of the project on low and moderate income persons; and, the approximate application submittal date.

### 5.3 Amendment Public Hearings

The **COUNTY** will assure the opportunity for citizen participation during the implementation of any CDBG program(s) when changes to the project are under consideration by the **COUNTY**. Citizen participation shall be obtained and considered in any amendments to a CDBG program which involves changes in dollar amount spent on any activity, changes in program beneficiaries, changes in the location of approved activities, addition to or deletion of project activities, and major budget shifts between approved activities.

To ensure adequate opportunity for citizen participation during CDBG programs, the **COUNTY** shall hold a public hearing on all formal amendments which require the state funding agency approval. For "local" amendments and changes for which state funding agency approval is not required, input from citizens concerning changes or amendments will be received at regularly scheduled **COUNTY** meetings where such changes or amendments are considered.

### 5.4 Assessment of Performance Public Hearings

Citizens of the **COUNTY** will be provided with the opportunity to comment on the performance of local officials, the **COUNTY** staff, consultants, engineers, and contractors, and the actual use of CDBG funds during the implementation of a CDBG program. Citizens will also be requested to assess the performance of the **COUNTY** in resolving identified community development and housing needs, and in achieving its community development goals and objectives. On-going community assessment of the effectiveness of the community development process is considered essential to the success of the CDBG program.

At the conclusion of each CDBG project, a public hearing will be held to review program activities and to assess program performance. This hearing shall be held prior to the submission of the Performance Assessment Report and any other required closeout documents to the state funding agency for a CDBG project. This hearing will be used to ensure community-wide participation in the evaluation of the CDBG program.

### 5.5 Additional Hearings

Other public hearings may be held as deemed necessary by the **COUNTY** in order to inform citizens of community development project(s) and activities, and to solicit citizen opinions and comments. All additional hearings shall comply with the requirements set forth in this Plan.

### 5.6 Limited English Proficiency Residents

The **COUNTY** has followed the guidance provided in the Language Access Plan to determine the need to undertake reasonable actions to facilitate the participation of persons with Limited English Proficiency. Local officials will undertake all reasonable actions necessary to allow such persons to participate in the community development process. Such actions may include the provision of an interpreter and/or the provision of materials in the appropriate language or format for persons with Limited English Proficiency.

To ensure program access to those with Limited English Proficiency, the **COUNTY** shall include at minimum the following phrases in English and Spanish in any document requesting public comments, or

notifying the community of any modifications/amendments to the CDBG program during the life of the grant, including but not limited to public hearing notifications, citizen participation documents, Environmental Review notifications, among other documents:

- *“This information is available in Spanish or any other language upon request. Please contact (Insert Name) at (Insert Phone Number) or at (Insert physical location) for accommodations for this request.”*
- *“Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con (Insert Name) al (Insert Phone Number) o en (Insert physical location) de alojamiento para esta solicitud.”*

**\*\*Please note the address and name itself should not be translated (e.g. “Charlie” should not be translated to “Carlos”; “Main Street” should not be translated to “Calle Principal”)**

#### 5.7 Public Hearing Notice

Notice of public hearings must be published in a local newspaper of general circulation, in a non-legal section of the paper at least ten (10) days prior to the hearing date, but no more than 25 days prior to the meeting date. Each notice of a hearing shall include the time, date, place, and topics and procedures to be discussed. These notices may also be in the form of press releases, as a public service announcement to local radio stations, and provided to community facilities within the target area of distribution, such as churches.

#### 5.8 Virtual Hearings

During a declaration of state of emergency by the Governor or General Assembly, and if a unit of government is concerned about significant public health risks that may result from holding and in-person public hearing, the local unit of general government may undertake a virtual public hearing (alone, or in concert with an in-person hearing) if:

- a. It allows questions in real time, with answers coming directly from the elected representatives to all “attendees.” Therefore, members of the public must be entitled to participate and address the governing body during any telephonic or video-conference meeting.
- b. The governing body must post a written notice that gives the public a way to participate remotely, such as a toll-free dial-in number, and that includes an electronic copy of any agenda packet that officials will consider at the meeting.
- c. As with an in-person hearing, the grantee must select a virtual hearing method or platform that provides accessibility for persons with disabilities and limited English proficiency (LEP) to the greatest extent possible. These accommodations must be free to these populations.
- d. A governing body must provide the public with access to a recording of any telephonic or videoconference meeting.
- e. The local unit of government must document its efforts and the reason for them.
- f. Additional specific communication requirements and requirements for conducting remote meetings can be found in Article 1A of Chapter 166A and Article 33C of Chapter 143 of the General Statutes.

#### 5.9 Provision of Emergency Situations

During a declaration of state of emergency by the Governor or General Assembly, consistent with applicable allowances provides by state funding agencies, notice of public hearings must be provide at least five (5) days prior to the hearing date. These notices must be either published in a local newspaper of general circulation, or to the maximum extent feasible, non-newspaper methods of outreach. In emergency situations, such as coronavirus, in lieu of newspaper publication, notices will be placed in available venues to distribute the notice, including, but not limited to: website, social media, press release, public service announcement to a local radio station, and provided to community facilities within the target area of distribution, such as churches. Each notice of a hearing shall include the time, date, place, and topics and procedures to be discussed.

#### 5.10 Accessibility to Low- and Moderate- Income Persons

The public hearing procedures outlined herein are designed to promote participation by low- and moderate- income (LMI) citizens, as well as residents of blighted neighborhoods and CDBG project areas in any public hearing(s). Local officials may take additional steps to further promote participation by such groups, or to target program information to these persons should officials feel that such persons may otherwise be excluded or should additional action be deemed necessary. Activities to promote additional participation may include: posting of notices in blighted neighborhoods and in places frequented by low- and moderate- income persons, and holding public hearings in low- and- moderate income neighborhoods or areas of existing or proposed CDBG project activities.

#### 5.11 Accessibility to Persons with Disabilities

The locations of all public hearings as described herein shall be made accessible to persons with disabilities. The **COUNTY** shall provide a sign language interpreter whenever the Citizen Participation Coordinator is notified in advance that one or more deaf persons will be in attendance. The **COUNTY** shall provide a qualified reader whenever the Citizen Participation Coordinator is notified in advance that one or more visually impaired persons will be in attendance. Additionally, the **COUNTY** shall provide reasonable accommodations whenever the Citizen Participation Coordinator is notified in advance that one or more persons with mobility or developmental disabilities will be in attendance.

### 6. **PROGRAM INFORMATION**

Citizens will be provided full access to CDBG program information during all phases of a CDBG project. Local officials of the **COUNTY** shall make reasonable effort to assure that CDBG program information is available to all citizens, especially those of low and moderate incomes and those residing in blighted or Limited English Proficiency neighborhoods and/or CDBG project areas.

To facilitate citizen access to CDBG program information, the Citizen Participation Coordinator will keep all documents related to a CDBG program on file in the **MARTIN COUNTY GOVERNMENTAL CENTER, 305 EAST MAIN ST, WILLIAMSTON, NC 27892**. Information from the project files shall be made available for examination and duplication, on request, during regular business hours. CDBG program information and materials, concerning specific CDBG projects will be available and distributed to the public at the regularly scheduled public hearings as outlined in this Plan. Furthermore, information concerning any CDBG project will be available at regularly scheduled council meetings where the program is discussed.

Materials to be made available shall include, but are not necessarily limited to: the Citizen Participation Plan; records of public hearing; mailings and promotional materials; prior CDBG program applications; letters of approval; grant agreements; the environmental review record; financial and procurement records; project design and construction specifications; labor standards materials; performance and evaluation reports; other reports required by the state funding agency and/or HUD; proposed and approved CDBG program application(s) for the current year or project; written comments or complaints received concerning the community development program, and written responses from the **COUNTY**; and, copies of the applicable Federal and State rules, regulations, policies, requirements and procedures governing the CDBG program.

In no case shall the **COUNTY** disclose any information concerning the financial status of any program participant(s) which may be required to document program eligibility or benefit. Furthermore, the **COUNTY** shall not disclose any information which may, in the opinion of the Chief Elected Official be deemed of a confidential nature.

### 7. **PROCEDURES FOR COMMENTS, OBJECTIONS AND COMPLAINTS**

The public hearings scheduled, as described in this Citizen Participation Plan, are designed to facilitate public participation in all phases of the community development process. Citizens are encouraged to submit their views and proposals on all aspects of a community development program at the public hearings. However, to ensure that citizens are given the opportunity to assess and comment on all aspects of the community development program on a continuous basis, citizens may, at any time, submit written comments or complaints to the **COUNTY**.

Any citizen or citizen's group desiring to comment or object to any phase of the planning, development or approval of the application for CDBG funds, or to the implementation of any CDBG

program, should submit such comments or objections in writing to the Chief Elected Official or designated official. Should, after a reasonable period, a party believe that his/her comment or complaint has not been properly addressed or considered by the Chief Elected Official or designated official, then the aggrieved may appeal his/her case to the **COUNTY**.

Local officials shall make every effort to provide written responses to citizen proposals or complaints within ten (10) working days of the receipt of such comments or complaints where practicable. Should the **COUNTY** be unable to sufficiently resolve an objection or complaint, it may be forwarded by the aggrieved party to the state funding agency.

Citizens may, at any time, contact the state funding agency and/or HUD directly to register comments, objections or complaints concerning the **COUNTY'S** CDBG application(s) and/or program(s). Citizens are encouraged, however, to attempt to resolve any complaints at the local level as outlined above prior to contacting the state funding agency or HUD. All comments or complaints submitted to the state funding agency or HUD shall be addressed in writing to:

NC Department of Environmental Quality, Division of Water Infrastructure CDBG-I Section, 1633 Mail Service Center, Raleigh, North Carolina 27699-1633, Phone: (919) 707-9189, TDD: (800) 735-2962 or 711.

NC Department of Commerce, Rural Economic Development Division, CDBG Section, 4346 Mail Service Center, Raleigh, North Carolina 27699-4346, Phone: (919) 707-9189, TDD: (800) 735-2962 or 711.

NC Department of Public Safety, Office of Recovery and Resiliency, PO Box 110465, Durham, NC 27709, Phone: (984) 833-5350, TDD: (800) 735-2962 or 711.

Or:

U.S. Department of Housing and Urban Development, Community Planning and Development Division, Greensboro Field Office, 1500 Pinecroft Road Suite 401, Greensboro, NC 27407, Phone: (336) 547-4000, TDD: (336) 547-4054 or 711.

Records of all comments, objections and/or complaints by citizens concerning the **COUNTY'S** CDBG program and subsequent action taken in response to those comments shall be maintained on file at **COUNTY** and shall be made available for public inspection upon request.

## **8. AMENDMENTS**

The **COUNTY** may, from time to time, modify the provisions outlined herein through amendment to this Citizen Participation Plan. It shall be the policy of the **COUNTY** to periodically review and discuss the effectiveness of this Citizen Participation Plan in allowing citizen participation in the community development process and in helping to meet the community development needs and goals identified by the citizens of the **TOWN/CITY/COUNTY**. To this end, the effectiveness of the Plan will be discussed at public hearings held in conjunction with the community development program as discussed herein, and potential amendments to the Plan will be reviewed at this time.

Amendments to the Plan will be made as necessary. All amendments shall be approved by resolution of the **COUNTY** and shall be incorporated into this Plan.

## **9. AUTHORITY**

No portion of this Citizen Participation Plan shall be construed to restrict the responsibility and authority of the elected officials of the **COUNTY** in the development, implementation, and execution of any Community Development Block Grant program.

## **9. Resolution in Support of Eastern North Carolina Civic Group for Broadband Access in Eastern North Carolina**

The Eastern North Carolina Civic Group is comprised of members from the following counties: Beaufort, Bertie, Camden, Carteret, Chowan, Craven, Currituck, Dare, Edgecombe, Gates, Greene, Halifax, Hertford, Hyde, Lenoir, Martin, Northampton, Pamlico, Pasquotank, Perquimans, Tyrrell, and Washington.

The Eastern North Carolina Civic Group requested support for a Resolution that would advocate for broadband service in the counties it serves. COVID-19 led to the partial or full closure of schools in 23 counties across eastern North Carolina. The Board was provided with the original, sample resolution, which advocated for a solution to create an FCC Standard for broadband speed of 25 megabits and make that service available in urban communities of North Carolina.

The Board of Commissioners was asked to adopt the amended resolution from that advocated for enhanced broadband infrastructure in eastern North Carolina.

The amended resolution was APPROVED as part of the consent agenda.

### **RESOLUTION ADVOCATING FOR ENHANCED BROADBAND INFRASTRUCTURE IN EASTERN NORTH CAROLINA**

**WHEREAS**, COVID 19 has necessitated full and/or partial closing of public schools throughout 23 counties in eastern NC that include: Beaufort, Bertie, Camden, Carteret, Chowan, Craven, Currituck, Dare, Edgecombe, Gates, Greene, Halifax, Hertford, Hyde, Lenoir, Martin, Northampton, Pamlico, Pasquotank, Perquimans, Pitt, Tyrrell, and Washington.

**WHEREAS**, despite the expenditure of millions of dollars for broadband, the state of North Carolina has failed to ensure FCC-standard broadband speeds (25mbps download / 3 mbps upload) to all geographic areas of the aforementioned counties; and

**WHEREAS**, much of the last-mile Internet service in these counties is delivered over aging copper infrastructure that cannot meet the FCC's Internet speed standard; and

**WHEREAS**, the schools in rural communities in Eastern North Carolina are therefore unable to offer quality online education equal to students who have access to better, faster broadband in urban areas; and

**WHEREAS**, COVID 19 has further handicapped the quality of education in the above counties by forcing parents to choose between the health of their children and online classes that in many cases will not work due to lack of adequate broadband speeds in many areas; and

**WHEREAS**, the proposed solution for *effective* Virtual Classes requires a constant 25/3 Megabits; with interaction between students and teachers in real time; and

**WHEREAS**, any speed below 25/3 Megabits could result in buffering which is equivalent to the classroom leaving the students; and

**WHEREAS**, the state of NC, recognizing this problem, proposes to address the problem with "Hot Spots" which is also an invalid solution because accessibility is only available to students who live close to the Tel-Com providers' wireless towers. (A mobile "hot spot" is basically a cell phone without a speaker)

**WHEREAS**, the necessity of broadband is not only essential for K-12 education in rural communities during COVID 19, but also for telemedicine and e-commerce.

**THEREFORE, BE IT RESOLVED:** The aforementioned counties request that in order to enable real time interaction between the class and the teacher for a valid Virtual Classroom experience, that the state devise a solution to the above stated problems that are caused by the lack of accessibility to the FCC standard for broadband speed of 25/3 megabits, as available in urban communities in North Carolina.

Adopted this 9<sup>th</sup> day of September, 2020.

**Board Appointments/Reappointments -- None**

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

**INTRODUCTION OF NEW EMPLOYEE(S) -- NONE**

**PRESENTATIONS**

**COVID-19 Update**

M-T-W District Health Director Wes Gray participated remotely via Webex to provide a monthly update on the status of COVID-19 in the community. Health Director Gray started with the total cases, deaths, and recoveries in North Carolina, in the United States, and globally. Next, Health Director Gray discussed the number of global cases added daily and showed comparative data from around the world.

Next, Director Gray showed a map highlighting several hotspots in and around North Carolina, stating a hot spot was classified by a 7-day average of cases per day. Director Gray then showed a graph showing total case count by county in Martin, Tyrell, and Washington Counties. Then, Health Director Gray showed several charts highlighting counties with positive tests (all 100 counties), the number of deaths by county in North Carolina, averages cases per day, number of emergency department visits, and current hospitalized COVID-19 patients.

Then, Director Gray presented breakdown of cases of COVID-19 in North Carolina by race, age, ethnicity and gender. Additionally, Director Gray provided those statistics in Martin, Tyrell, and Washington Counties. Director Gray also discussed the total number of tests reported in North Carolina and in Martin County, and discussed the percentages of positive tests. Finally, Director Gray reviewed the three Ws – wear a face covering, wait 6 feet apart, and wash your hands.

**PUBLIC HEARING**

**Community Development Block Grant Coronavirus Program (CDBG-CV) First Public Hearing**

County Manager David Bone explained on August 25, 2020, the state announced a new grant program for local governments. NC Commerce's Community Development Block Grant Coronavirus (CDBG-CV) grant program was designed to help local governments and communities respond to the health and economic impacts of COVID-19. The program provided \$28.5 million in funding received from the U. S. Department of Housing and Urban Development (HUD) to

support North Carolina's COVID-19 response efforts. This allocation was authorized by the CARES Act of 2020.

CDBG-CV would assist non-entitlement communities across the state, which included incorporated municipalities under 50,000 and counties under 200,000 in population, through grants to local governments that support public service, public facilities, and special economic development activities. Program information and the application can be found at [nccommerce.com/covidrelief](https://nccommerce.com/covidrelief). The Department of Commerce began accepting applications on September 1, 2020.

The Board of Commissioners was asked to hold the first public meeting for the CDBG-CV program at tonight's meeting. The purpose of the first public hearing is the gather public input and suggestions for the application.

A draft plan / grant application would be the subject for a second public hearing. A special called meeting for this second public hearing was planned for September 16, 2020 at 5:00 p.m.

At 7:21 p.m., Vice Chairman Bond made a MOTION to enter the public hearing, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

County Manager David Bone provided the following information that was required as part of the public hearing process:

**“General CDBG**

- This is a required public hearing for the FY2020-2021 North Carolina Small Cities Community Development Block Grant (CDBG) program(s) in order to submit application(s) for funding
- The purpose of this public hearing is to allow residents/citizens an opportunity to express views concerning community development priorities, available funds and eligible activities, and review of program compliance prior to the County's project-specific applications to the state administering agencies.
- This federal funding comes from the United States Department of Housing and Urban Development (U.S. HUD)
- CDBG program activities must meet one of the national objectives:
  - (1) Benefit low- and moderate- income (LMI) persons;
  - (2) Prevent or eliminate slum and blight;
  - (3) Address an urgent need
- Eligible locations (non-entitlement communities):
  - All NC small cities except the 24 entitlement municipalities
  - All NC counties except Cumberland, Mecklenburg, Union, and Wake
- The State receives approx. \$40-46 million each year for CDBG-ED, CDBG-NR, and CDBG-I funding.
- The CDBG program can fund a wide variety of community development activities. The State has chosen to fund several activities: water and sewer infrastructure, neighborhood revitalization, economic development, and special allocations for disaster (hurricane) recovery and COVID-19.

## **Available funding in NC FY2020-2021:**

### **A. Economic Development**

1. Administered by NC Department of Commerce (DOC) Rural Economic Development Division (REDD) and presented by DOC to the NC Rural Infrastructure Authority (RIA) for approval
2. Typically, ~\$10-12M available annually
3. Priority projects are those that provide site clearance, or building or infrastructural support for businesses that commit to job retention/creation
4. Awards and match requirements depend upon annual economic tier rankings and job commitment
5. Applications are accepted on a rolling basis throughout the year

### **B. Neighborhood Revitalization**

1. Administered by NC REDD and presented to the RIA for approval
2. Typically, ~\$10-12M available annually; maximum award is \$750,000
3. Projects focus on LMI housing-related activities and community revitalization
4. Applications are competitive and typically due in the summer/fall

### **C. Infrastructure**

1. Administered by NC Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) and presented by DEQ-DWI to the State Water Infrastructure Authority (SWIA) for approval.
2. Typically, ~\$21-26M available annually; maximum award is \$2M every 3 years
3. Projects focus on water and sewer for LMI areas, persons, and households
4. Applications are competitive and typically due in the fall

### **D. Disaster Recovery/Mitigation**

1. Administered by NC Department of Public Safety (DPS) Office of Recovery and Resiliency (NCORR)
2. These funds are a result of hurricane disasters: varied in nature based on county-wide needs assessments for housing-related activities, economic relief, strategic buyouts, and flood mitigation for future disasters.
3. Applications are received on a rolling basis
4. HUD Approved NCORR's Action Plan for spending \$542M in CDBG-DR funds for Hurricane Florence, as well as \$168M in CDBG-MIT funds.

### **E. Coronavirus**

1. Administered by NC DOC REDD and approved by RIA.
2. ~\$27M available in round 1, potential round 2 of approximately the same amount
3. Maximum award is \$900,000
4. Applications accepted on a first-come, first serve basis starting September 1, 2020
5. Priorities include public services, public facilities, and economic development activities to support individuals and communities during the public health crisis and small business economic recovery.

## **CDBG Performance & Requirements**

- Formal public hearings have been held for every CDBG application round to inform residents/citizens of the potential project(s) and obtain feedback.



- ***Martin County has a healthy history of receiving CDBG program funding in the past primarily for economic development purposes for building reuse and has had no compliance issues.***
- If awarded a CDBG grant, plans and policies required by U.S. HUD will be adopted that will govern fiscal management, efficient operation and maintenance, and program compliance, such as:
  - American with Disabilities Act/Section 504 Plan to address non-discrimination in the treatment of and program access to handicapped/disabled persons
  - Fair labor standards in accordance with the U.S. Department of Labor (DOL) Davis-Bacon & Related Acts
  - Citizen participation in and access to program information and implementation
  - Equal opportunity and procurement through program implementation
  - Fair Housing Plan to affirmatively further fair housing
  - Language Access Plan to provide meaningful access to those with limited English proficiency
  - Section 3 Plan to encourage job creation for local low-income persons
  - Section 519 provision to prohibit the use of excessive force by law enforcement agencies within the jurisdiction against any individuals engaged in non-violent civil rights demonstrations
  - Residential Anti-Displacement and Relocation Plan to ensure no that displacement / relocation of residents occurs during project implementation without public notification and just compensation
    - Anti-displacement and relocation is primarily applicable to housing-related projects, however acquisition of public utility easements on private property also triggers the Uniform Relocation Act (URA)
    - Displacement assistance as necessary will be available

### **Citizen Comments**

- Application materials will be available at Martin County Governmental Center, 305 East Main Street, Williamston, NC 27892, upon request, between the hours of 9:00 AM and 4:00 PM.
- For additional information or to submit written comments, please contact: Jessica Godard, Clerk to the Board, P.O. Box 668, 305 East Main Street, Williamston, NC 27892, 252-789-4300, TDD: (800) 735-2962 or Relay NC 711.
- Comments should be postmarked no later than September 15, 2020 (3-4 business days after public hearing)] and a written response will be made within 10 business days.

### **Next Steps**

- A 2nd Public Hearing with detailed project description, goals, and anticipated outcomes for the specific program(s) being applied for. A Resolution to Apply to the specific program will be adopted, along with designating persons to complete application documents.

*This information is available in Spanish or any other language upon request. Please contact Jessica Godard, Clerk to the Board at 252-789-4300 or P.O. Box 668, 305 East Main Street, Williamston, NC 27892, for accommodations for this request. Esta informaciòn està disponible en español o en cualquier otro idioma bajo peticiòn. Por favor, pòngase en contacto con Jessica Godard, Clerk to the Board al 252-789-4300 o en P.O. Box 668, 305 East Main Street, Williamston, NC 27892, de alojamiento para esta solicitud.*

*We open the floor for comments and questions about the CDBG program and about the proposed project.”*

There were no questions from the Board.

Town of Williamston Administrator John O’Daniel stated the Town did look at this grant when it first came out, but officials felt it would be more beneficial to more citizens to partner with the County and apply together. The biggest concern for the Town of Williamston was residents needing assistance with utility payments. The Town of Williamston fully supported the grant application. County Clerk Godard stated the Town of Jamesville provided comments prior to the meeting expressing concerns of some of their residents, as well. Those concerns were also related to needing assistance for utility bill payments.

At 7:32 p.m., Commissioner Smith made a MOTION to close the public hearing, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

County Manager Bone wanted to share with the public that the second public hearing would be on September 16, 2020 at 5:00 p.m., and it would be broadcast on Facebook.

**OLD BUSINESS -- None**

**NEW BUSINESS**

**New Road Name Request for a Road in Griffin’s Township**

Tax Assessor Elisha Hardison stated taxpayer George Gurkin was requesting a new road name to be assigned to the passageway that he owns. There are five (4) lots that have been developed down a dirt passageway that abuts the Fire Department Rd. As per the Martin County Road Naming and Addressing Ordinance, this passageway needs to be assigned an official name. Mr. Gurkin owns 100% of the land for the passageway and had submitted a request of suggested names for the new road. Also included for the Commissioners to review was a map to show the area of interest and the approval of all the necessary officials prior to submittal to the Board of Commissioners.

Tax Assessor Elisha Hardison recommended the new assigned road name to be “Peaceful Ln”. There was no other “Peaceful Lane” located or named in Martin County.

Commissioner Smith made a MOTION to approve the new assigned road name of Peaceful Ln, with a SECOND from Commissioner Ayers. The Board APPROVED the motion unanimously.

**Proposed Ordinance Regarding Abandoned Vehicles on County Property**

Lead for NC Fellow Elizabeth Mitchell stated this ordinance would set a precedent for how to handle instances of abandoned vehicles on Martin County-owned property. Martin County officials saw the need for this ordinance because of a vehicle abandoned in a Martin County-owned parking lot for an extended period of time. The defined steps listed in the ordinance show what actions Martin County could take to remove abandoned vehicles from Martin County-owned property. The ordinance was drafted with guidance from similar ordinances, along with County Manager Bone and Chief Deputy Robinson.

This ordinance:

- Defines motor vehicle, unattended vehicle, and abandoned vehicle;
- Explicitly prohibits the abandonment of vehicles on Martin County-owned property;
- Names exceptions to these rules;
- Shows what steps Martin County may take to enforce this rule, including a first formal warning letter, a certified warning letter, and a direct tow order;
- Explains how the towing company will be selected; and
- Lists procedures after towing.

Commissioner Smith wanted to make it known that this ordinance would only apply to county property and would not apply to citizens' private property. County Manager Bone stated parking at the governmental center, especially on court days, was crucial. There was a situation where there was an abandoned vehicle at the governmental center for months. This particular situation was rectified, but the ordinance had already been drafted. Staff felt it was appropriate to proceed with adoption of the ordinance, in case the situation occurred in the future.

Commissioner Smith made a MOTION to approve the ordinance regarding abandoned vehicles on county property, with a SECOND from Commissioner Ayers. The Board APPROVED the motion unanimously.

## **CHAPTER 20 ARTICLE VI. – ABANDONED MOTOR VEHICLES ON COUNTY-OWNED PROPERTY**

### **SECTION 20-95. – INTRODUCTION**

The Commissioners of Martin County, being aware of an increasing number of abandoned vehicles on county property, said vehicles impeding the public's ability to access vital county services, and in order to promote the protection of public health and safety, pursuant to the grant of power contained in § 153A-132(a), do hereby enact the following ordinance.

### **SECTION 20-95. – DEFINITIONS**

Terms 1, 2, and 3 in this section are defined by § 153A-132(b). Terms 4, 5, and 6 in this section are defined by § 20-210.9. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

1. *Motor vehicle* includes any machine designed or intended to travel over land or water by self-propulsion or while attached to self-propelled vehicle.
2. *An abandoned motor vehicle* is one that:
  - a. Is left on public grounds or county-owned property in violation of a law or ordinance prohibiting parking; or
  - b. Is left for longer than 24 hours on property owned or operated by the county; or

- c. Is left for longer than two hours on private property without the consent of the owner, occupant, or lessee of the property; or
  - d. Is left for longer than seven days on public grounds.
- 3. A *junked motor vehicle* is an abandoned motor vehicle that also:
  - a. Is partially dismantled or wrecked; or
  - b. Cannot be self-propelled or moved in the manner in which it originally was intended to move; or
  - c. Is more than five years old and appears to be worth less than one hundred dollars (\$100.00); or
  - d. Does not display a current license plate.
- 4. *Tow* in any of its forms includes to remove a vehicle by any means including towing and to store the vehicle.
- 5. *Towing company* means the company, person, or business who towed the vehicle;
- 6. *Towing fee* means the fee charged for towing and storing.

(Ord. No. 2020-1)

#### **SECTION 20-96. – PROHIBITING ABANDONMENT OF VEHICLES**

No person shall leave unattended any vehicle on Martin County property for such time and under such circumstances as to cause the vehicle to reasonably appear to be abandoned.

(Ord. No. 2020-1)

#### **SECTION 20-97. – EXCEPTION**

This section shall not apply to:

- 1. A vehicle stored in an enclosed building;
- 2. A vehicle stored on premises licensed for the storage of impounded and/or junked vehicles;
- 3. A vehicle parked in a paid parking lot or space where the required fee has been paid.

(Ord. No. 2020-1)

#### **SECTION 20-98. – ENFORCEMENT**

*This section is adapted in part from § 20-219.11.*

This article will be enforced through the following procedures:

The Martin County Manager, Martin County Building Inspector and any Martin County Law Enforcement officer may issue citations for violation of this section;

If the vehicle owner can be located, they will receive two (2) letters of warning. The first letter will serve as a formal request to relocate the vehicle, and the owner will have 30 days to move the vehicle before the county takes additional action. The second letter will be a certified letter identifying the vehicle as abandoned and that the owner will have ten days to move the vehicle before it is towed.

Ten days after sending the certified letter identifying the abandoned vehicle, the County Manager, Building Inspector or Law Enforcement officer shall placard the motor vehicle as abandoned. After the placard has remained on such abandoned motor vehicle for 48 hours, a directed tow may be ordered. The towing company will remove the vehicle and relocate the vehicle to a storage space deemed appropriate by the company.

Whenever a vehicle with a valid registration plate or registration is towed as provided in G.S. 20-219.10, the authorizing person shall immediately notify the last known registered owner of the vehicle of the following:

1. A description of the vehicle;
2. The place where the vehicle is stored;
3. The violation with which the owner is charged, if any;
4. The procedure the owner must follow to have the vehicle returned to him; and
5. The procedure the owner must follow to request a probable cause hearing on the towing.

If the vehicle has a North Carolina registration plate or registration, notice shall be given to the owner within 24 hours; if the vehicle is not registered in this State, notice shall be given to the owner within 72 hours. This notice shall, if feasible, be given by telephone. Whether or not the owner is reached by telephone, notice shall be mailed to his last known address unless he or his agent waives this notice in writing.

Whenever a vehicle with neither a valid registration plate nor registration is towed as provided in G.S. 20-219.10, the authorizing person shall make reasonable efforts, including checking the vehicle identification number, to determine the last known registered owner of the vehicle and to notify him of the information listed in subsection (a). Unless the owner has otherwise been given notice, it is presumed that the authorizing person has not made reasonable efforts, as required under this subsection, unless notice that the vehicle would be towed was posted on the windshield or some other conspicuous place at least seven days before the towing actually occurred; except, no pretowing notice need be given if the vehicle impeded the flow of traffic or otherwise jeopardized the public welfare so that immediate towing was necessary.

(Ord. No. 2020-1)

## **SECTION 20-99. – SELECTING THE TOWING COMPANY**

The towing company chosen to move the vehicle will be determined by the Martin County Communications Center, which rotates through a list of towing companies to use in these situations.

(Ord. No. 2020-1)

## **SECTION 20-100. – PROCEDURES AFTER TOWING**

*This section is adapted in part from § 20-219.11, § 20-219.12, § 20-219.13, and § 20-219.14.*

The vehicle owner will be responsible for the towing cost; if the owner or person lawfully entitled to custody of any vehicle does not obtain the vehicle's release within seven days of its possession by the towing company, the towing company shall file for a mechanic's lien. Once the company has obtained the lien, the company shall sell the vehicle to recover the cost of the tow and storage. The towing company may retain any additional funds resulting from the vehicle's sale that are left over after the fees are paid.

The owner or any other person entitled to claim possession of the vehicle may request in writing a hearing to determine if probable cause existed for the towing. The request shall be filed with the magistrate in the county where the vehicle was towed. If there is more than one magistrate's office in that county, the request may be filed with the magistrate in the warrant-issuing office in the county seat or in any other office designated to receive requests by the chief district court judge. The magistrate shall set the hearing within 72 hours of his receiving the request. The owner, the person who requested the hearing if someone other than the owner, the tower, and the person who authorized the towing shall be notified of the time and place of the hearing.

The owner, the tower, the person who authorized the towing, and any other interested parties may present evidence at the hearing. The person authorizing the towing and the tower may submit an affidavit in lieu of appearing personally, but the affidavit does not preclude that person from also testifying.

The only issue at this hearing is whether or not probable cause existed for the towing. If the magistrate finds that probable cause did exist, the tower's lien continues. If the magistrate finds that probable cause did not exist, the tower's lien is extinguished.

Any aggrieved party may appeal the magistrate's decision to district court.

At any stage in the proceedings, including before the probable cause hearing, the owner may obtain possession of his vehicle by:

1. Paying the towing fee, or
2. Posting a bond for double the amount of the towing fee. (1983, c. 420, s. 2.)

The tower may seek to enforce his lien or the owner may seek to contest the lien pursuant to Chapter 44A. (1983, c. 420, s. 2.)

Every agency whose law-enforcement officers act pursuant to this Article, G.S. 115D-21, 116-44.4, 116-229, 153A-132, or 160A-303 shall by contract or rules provide compensation to the tower if a court finds no probable cause existed for the towing. (1983, c. 420, s. 2.)

(Ord. No. 2020-1)

#### **SECTION 20-101. – SEVERABILITY AND EFFECTIVE DATE**

Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unlawful, such decision shall not affect the validity of the remaining portions of the Ordinance.

Effective Date. This Ordinance shall be effective immediately upon its adoption.

Adopted the 9th day of September, 2020.

#### **NC Association of County Commissioners (NCACC) Legislative Goals**

County Manager David Bone stated the NCACC was beginning its legislative goals development process for the 2021-22 biennium, and the organization was inviting all counties to submit their legislative proposals to the Association. Before each biennial session of the General Assembly, counties submit their proposals to the Association, and then commissioners from all across the state review, debate and ultimately approve a comprehensive goals package.

The setting of the NCACC's legislative agenda was completely member driven, making participation critical to success in serving and representing all 100 counties at the General Assembly. A significant value of the Association was being able to speak with one voice representing all 100 counties.

Goals must be submitted by September 30<sup>th</sup>. Goals may be submitted in any of the following formats: a resolution approved by the Board of Commissioners, a letter from the Chairman of the Board on behalf of the entire board, or a letter from an affiliate organization. Proposed goals received on or before September 30<sup>th</sup> will be referred to the appropriate steering committee for review and consideration. The development timetable for legislative goals is as follows:

<b>Date</b>	<b>Event</b>
Sept. 30 <sup>th</sup>	Deadline to submit goals
September - October	Steering Committees review goals
November	Legislative Goals Committee meets
December	Board of Directors reviews & finalizes
Jan. 14-15, 2021	Legislative Goals Conference

Commissioner Smith stated Martin County has been very active in submitting goals and ensured concerns and goals were being heard. Only about 1/3 of the 100 counties actually submit goals, but Martin County always participated.

County Manager Bone stated the Board of Commissioners was being asked to consider and approve proposed goals for submittal to the NCACC. The following potential goals were suggested:

- Seek legislation to expand broadband access in the un-served and under-served areas of the state.
- Seek legislation to provide financial relief to communities that have the highest water rates and utility debt service in the state.
- Seek legislation to increase county court facilities fees. The fees have not been adjusted in 20+ years. The amount of facility fees collected have dramatically decreased, providing a burden on counties.
- Seek legislation that requires the Department of Public Safety to evaluation and update the amount of local matches for JCPC funding. Counties provide local matches – 10%, 20% or 30% – for JCPC programs. These percentages were determined in the 1990's, based on economic data at the time. Local economies have changed in 30 years, and counties' ability to pay these matches have changed.
- Seek legislation for the Department of Public Safety to encourage regional jails by providing grant funding for regional jail construction or renovation. BMR Jail was only one of two regional jails in the state.
- Seek legislation to provide for a storm drainage maintenance fund that would provide matching funds to county governments to clear debris from waterways that would help prevent flood damage in low-lying areas.

County Manager Bone stated staff was open to any other suggestions from the Board tonight.

Commissioner Lilley made a motion to approve the submission of the legislative goals presented by County Manager Bone, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

### **Division of Water Infrastructure Grant Application for Water District II – Asset Inventory & Assessment Study**

The Asset Inventory and Assessment grants were created in Session Law 2015-241 in the changes made to NCGS 159G, to broaden the use of grant funds to encourage water and wastewater utilities to become more viable and more proactive in the management and financing of their systems. The grants are limited to \$150,000 from the Wastewater Reserve or the Drinking Water Reserve, over a period of three years, to the same local government unit or nonprofit water corporation.

County Manager David Bone explained in 2016, Martin County submitted a grant application to the NC Department of Environmental Quality, Division of Water Infrastructure (DWI) for an Asset Inventory and Assessment Study for Water District #2. The round of grants was extremely competitive, and the grant application was not funded. Martin County resubmitted a grant application for an Asset Inventory and Assessment Study for WSD #2 in 2017, and the application was not funded.



Martin County planned to resubmit a grant application for an Asset Inventory and Assessment Study. If funded, at the completion of the project, the County anticipated having updated system maps detailing the system's components and conditions and an Asset Management and Operation System software to allow the County to access and update the data remotely.

The County had significant need to complete a Preliminary Engineering Report (PER) to evaluate the condition of the existing water system in the Town of Bear Grass. The existing water distribution system was built in the 1980's. The maintenance of the system was challenging in that there were limited operable valves. Currently, only limited mapping data was available for the water system, which hindered the ability to plan as well as locate any deficiencies in the distribution system.

The PER would provide preliminary mapping of the system, identify the number and location of working valves, and identify current system deficiencies. In addition to the PER, GIS mapping and surveying services would be utilized to develop preliminary mapping of the water system to include an inventory of valves, fire hydrants, blow-offs, meters, etc. The GIS mapping would organize the system by water line sizes and pipe materials to aid in future planning of the system.

The estimated cost of the project was \$150,000. The application was for a 100% grant with no local match.

Vice Chairman Bond made a MOTION to approve the resolution for application, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

#### **RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of drinking water distribution system improvements, and

WHEREAS, Martin County has need for and intends to develop an asset management plan for its water system described as the Martin County Water Asset Management Plan, and

WHEREAS, Martin County intends to request state grant assistance for the project,

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

That Martin County, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That David Bone, County Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a (loan or grant) to aid in the construction of the project described above.

That the **Authorized Official**, 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 in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 9th day of September, 2020 at the Martin County Board of Commissioners Meeting in Williamston, North Carolina.

### **Weitron and Syfan Rail Maintenance Agreements**

Martin County EDC President Jason Semple was present to provide information on this agenda item. When additional infrastructure and users necessitated new rail maintenance agreements to be created between the County and Weitron and the County and Syfan, which prior had been the only user of the rail spur. Weitron agreed to the terms in 2018. Due to two leadership changes at the President's position, Syfan's agreement was delayed. However, Syfan President Jim Rahn has consented to the maintenance agreement, which is attached.

Generally speaking, the companies are responsible – at their sole expense – for the maintenance and upkeep of the portions of the rail track specifically created for their use. For Weitron, this is essentially the portions of the track and spur on its property. For Syfan, it is the portion of the spur that dead ends behind its building to the point where it connects to the lead track. Additionally, each Company would pay \$100 per rail car annually to go toward track inspection and maintenance for the commonly-used portion of the lead track. This new model was created with input from staff at CSX and the North Carolina Railroad. Annual payments for rail cars would be retroactive to July 2019.

The Martin County Economic Development Board of Directors already served as the NC Rail & Commerce Park's "Developer" per the original park covenants adopted September 9, 1998. However, because the new rail agreements involved fiscal transactions, the Commissioners were requested to officially name MCEDC as its "Designee" to manage the agreements on behalf of the County per the attached resolution.

Commissioner Lilley made a MOTION to approve both rail maintenance agreements, as well as to approve the resolution naming Martin County EDC Board of Directors the designee. Commissioner Smith SECONDED. The Board approved the motion 4-0. Commissioner Ayers was disconnected during this item, so he was unable to vote.

### **RESOLUTION DESIGNATING THE MARTIN COUNTY ECONOMIC DEVELOPMENT BOARD OF DIRECTORS TO MANAGE RAIL MAINTENANCE AGREEMENTS AT THE NC RAIL & COMMERCE PARK**

**WHEREAS**, Martin County owns and is responsible for maintaining the lead track and rail spurs in the NC Rail & Commerce Park in Everetts, NC; and

**WHEREAS**, Martin County has entered into Rail Maintenance Agreements with Syfan USA, Inc. and Weitron, Inc.; and

**WHEREAS**, Martin County intends to enter into subsequent Rail Maintenance Agreements with future rail-using tenants in the NC Rail & Commerce Park; and

**WHEREAS**, the Martin County Economic Development Corporation Board of Directors serves as the Developer for the NC Rail & Commerce Park as stated in the Restrictive Deeds Covenants dated September 9, 1998; and

**WHEREAS**, the Commissioners of Martin County, North Carolina wish to designate the Martin County Economic Development Corporation Board of Directors as the entity to manage the Syfan, Weitron, and all future rail maintenance agreements on behalf of the County;

**NOW, THEREFORE, BE IT RESOLVED** by the Martin County Board of Commissioners that the resolution terms be adopted as follows:

- The Martin County Economic Development Board of Directors shall serve as Martin County's Designee to manage existing and future rail maintenance agreements, including fiscal transactions related to these agreements, at the NC Rail & Commerce Park.
- The Designee will collect, retain, and deploy these funds solely for the purposes of inspecting, repairing, and maintaining the lead rail track and spurs at the NC Rail & Commerce Park.
- Unspent funds will be carried forward each fiscal year to be used for the purposes described above.
- An annual report of rail usage, monies expended, and any other related information shall be provided to the Martin County Finance Director at the end of each fiscal year.

Adopted this 9<sup>th</sup> day of September, 2020.

### **Revised Title VI Plan for Martin County Transit**

Frank Halsey was present to present this agenda item to the Board. The Board of Commissioners adopted the current Title VI Plan as part of the adoption of the Martin County Transit (MCT) Operational Handbook on March 8, 2017. That had been the policy and procedure that the Martin County Transit has operated under since that time.

Martin County Transit was contacted by Bernard Clark, Planner with the NC Department of Transportation Integrated Mobility Division (NCDOT-IMD), about the need to incorporate the newest version of the Title VI Plan in the daily operation of MCT. Mr. Clark provided the template for the new Title VI Plan. The plan template had been completed and provided to the Board for review.

Commissioner Smith made a MOTION to approve the revised Title VI Plan for Martin County Transit, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

### **Updated Resolution Concerning Water Payment Plans due to Executive Orders 124 and 142**

Due to COVID-19, on March 31, 2020, Governor Roy Cooper issued Executive Order 124 that prohibited utilities from terminating service of residential customers for non-payment and charging residential service late fees and penalties while the Executive Order was in effect.

Executive Order 124 expired on June 1, 2020; and Executive Order 142 was issued to extend Executive Order 124 for 60 days.

Upon expiration of Executive Order 124 & 142, utilities must offer customers the opportunity to make reasonable payment arrangements to pay off over at least a 6-month period any arrearages accumulated during the effective period of Executive Order 124 and Executive Order 142.

County Manager Bone recalled the Board of Commissioners approved the original resolution on this matter on August 12, 2020 and the customers were sent a letter.

A number of impacted customers had not yet established a payment plan.

In order to incentivize customers coming in to make a payment plan, staff was asking the Board of Commissioners to approve this one-time, time limited adjustment to the Water Department policies and procedures.

The next water bill was due on September 20<sup>th</sup>, 2020.

Commissioner Smith verified with staff that all customers were sent a letter and invitation for a payment plan; County Manager Bone stated they were. Each customer with a past due amount was sent a customized letter with a payment plan attached. Commissioner Smith asked the time frame to pay back the balances, Finance Officer Ange confirmed it was a 6-month time frame. Commissioner Smith felt the information should be dispersed to as many people as possible to make them aware, even possibly putting the information in the newspaper.

Commissioner Ayers made a MOTION to adopt the Amended Resolution Approving Martin County's Response to the Expiration of COVID-19 Executive Order (EO) 124 & 142 for Utility Payment Plans, Disconnections and Late Fees and Penalties, with a SECOND from Commissioner Lilley. The Board APPROVED the motion unanimously.

**AMENDMENT TO  
RESOLUTION APPROVING MARTIN COUNTY'S RESPONSE TO THE  
EXPIRATION OF COVID-19 EXECUTIVE ORDER (EO) 124 & 142 FOR UTILITY  
PAYMENT PLANS, DISCONNECTIONS AND LATE FEES AND PENALITES**

**WHEREAS**, the Commissioners of Martin County, North Carolina have approved the *Rules and Regulations of Martin County Water and Sewer Districts #1 and #2*; and

**WHEREAS**, Martin County desires to add additional procedures regarding customers with an unpaid bill that has a due date before July 29, 2020; and

**WHEREAS**, all other unpaid bills that have a due date after July 29, 2020, will be handled as stated in the County's adopted *Rules and Regulations of Martin County Water and Sewer Districts #1 and #2*; and

**WHEREAS**, on March 31, 2020, the Governor of North Carolina approved Executive Order 124 that prohibited utilities from terminating service of residential customers for non-payment and charging residential service late fees and penalties; and

**WHEREAS**, Executive Order 124 expired on June 1, 2020; and Executive Order 142 was issued to extend Executive Order 124 for 60 days; and

**WHEREAS**, upon expiration of Executive Order 124 & 142, utilities must offer customers the opportunity to make reasonable payment arrangements to pay off over at least a 6-month period

any arrearages accumulated during the effective period of Executive Order 124 and Executive Order 142.

**NOW, THEREFORE, BE IT RESOLVED** by the Martin County Board of Commissioners that the resolution terms be adopted as follows:

- The customer will select the term and payment amount from the “Payment Plan Application” mailed to the customer, sign, date and return the application to the Water Department Office prior to August 20, 2020. The customer may select a minimum six-month term and maximum nine-month term.
- The first payment on the Payment Plan is due August 20, 2020.
- The customer must pay their regular monthly bill and the Payment Plan amount by the due date of the 20<sup>th</sup> of each month. Failure to pay by the due date will result in a 15% Late Penalty added to the regular monthly bill on the 21<sup>st</sup>. Failure to pay the past due regular monthly bill or the past due payment plan amount by the 5<sup>th</sup> of the next month will result in disconnection of water service.
- The customer must sign up for a payment plan by August 20, 2020 to avoid possible disconnection of water service.
- Partial payments will be applied to the currently due Payment Plan amount first. Any payment remaining will be applied to the regular monthly bill. Regular Water Bill balances remaining past the due date of the 20<sup>th</sup> will be subject to the 15% Late Penalty on the 21<sup>st</sup> and service will be disconnected if not paid by the 5<sup>th</sup> of the next month.
- A service disconnected for noncompliance with these terms will not be reconnected until the past due Payment Plan payment, the past due regular monthly bill, the current regular monthly bill, and Late Penalties that may have been assessed to regular water bills that became due after July 29, 2020, and a Reconnection Fee of \$35.00 have all been paid.
- As an incentive to sign-up for the payment plan, customers who sign-up for a payment plan before September 18, 2020 will only be required to pay the first payment plan payment and the past due regular monthly bill. The late fees and reconnect fees in this one-time, time limited scenario (prior to September 18, 2020) will be waived.

Originally adopted the 12<sup>th</sup> day of August, 2020.

Amended this 9<sup>th</sup> day of September, 2020.

### **Request from Town of Williamston to Assist with Mitchell Photography Building Demolition**

County Manager Bone stated the Town of Williamston had been making efforts to beautify downtown Williamston. The Town of Williamston had applied for a demolition grant to help cover the cost of demolishing the former Mitchell Photography building, located on Main Street. The building was donated to the Town of Williamston. The previous owner was not financially able to restore the building.

The Town of Williamston was requesting the Martin County Board of Commissioners consider approval of an allocation in the amount of \$4,218.93 to assist with the demolition project.

Town of Williamston Administrator John O’Daniel stated the Mitchell building had been an eyesore that the town had been working on for about four years. Unfortunately, the building was

past the point of being able to be renovated. The Town of Williamston was asking the County to give a lump-sum allocation, which would be monies that the town would pay the county to facilitate the demolition.

Commissioner Lilley stated the demolition was much needed and needed to be addressed. Commissioner Ayers asked if the county could legally use county funds for a project like this. County Manager Bone stated he was not aware of any such limitations. Commissioner Ayers stated he felt the taxpayers of Martin County would not appreciate funding a project for the Town of Williamston and he did not agree, stating Martin County already had a tight budget.

County Manager Bone asked Administrator O'Daniel to explain the unique number. Administrator O'Daniel said this would be what the town would have to pay, so this would be similar to a reimbursement. The amount equaled to the owed back taxes and 25% of the tipping fee for debris disposal. Commissioner Ayers stated that would open a "flood gate", stating if exceptions were made for one, many more requests would come in. Commissioner Ayers stated the budget at the landfill was also already a tight budget.

Vice Chairman Bond asked Administrator O'Daniel if any other resources were explored, such as contractors taking away bricks, reducing tipping fees; he stated Town of Williamston staff had not explored that option. Commissioner Smith stated there were organizations that were seeking those types of materials (bricks), which would greatly reduce the tipping fees. Commissioner Smith stated the county could not legally waive tipping fees, but grants could be provided to local governments within the county. Commissioner Smith also stated the county must be particular when agreeing to this type of grant because there were many buildings throughout Martin County that needed attention, as well. Commissioner Smith expressed the importance of being fair and consistent.

Vice Chairman Bond made a MOTION to not move forward with the funding. There was no second. No action was taken due to a lack of a second.

## **BUDGET AMENDMENTS**

### **Budget Amendment #6**

In March 2020, Congress passed, and the President signed into law, the CARES Act to deliver an economic relief package to assist the country in coping with the public health and economic impacts of COVID-19. The CARES Act includes \$400 million in emergency funds made available to states to prevent, prepare for, and respond to the coronavirus for the 2020 federal election cycle. North Carolina's share of the federal funds is \$10,947,139.

In June 2020, the North Carolina General Assembly passed, and the Governor signed into law, House Bill 1169, which appropriated required State matching funds of \$2,120,497.

Martin County's Board of Elections would receive \$59,527 of the State's CARES Act funding, which must be used in compliance with the requirements in S.L.2020-17 and the federal 2020 CARES Act in connection with the November 3, 2020 general election.

Commissioner Lilley made a MOTION to approve Budget Amendment #6, with a SECOND from Vice Chairman Bond. The Board APPROVED the motion unanimously.

## BUDGET ORDINANCE AMENDMENT-6

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, 2021.

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

	Increase	Decrease
General Government		
Elections	\$ 59,527	

This will result in an increase of \$59,527 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Restricted Revenue	\$ 59,527
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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 #7, #8, and #9**

In fiscal year 2020, Martin County Water Districts #1 and #2 were appropriated \$15,000 each to purchase one new truck to be shared with both districts. Water District Manager, Ed Warren, began the process of ordering the truck in February 2020. However, due to the pandemic, he was unable to receive the truck until late August.

The Board was asked to re-appropriate the funds in the current fiscal year.

Commissioner Ayers made a MOTION to approve Budget Amendments #7, #8, and #9, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

## BUDGET ORDINANCE AMENDMENT-7

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, 2021.

Section 1. To amend Water District #1, the expenditures are to be changed as follows.

	Increase	Decrease
Capital Outlay	\$ 15,000	

This will result in an increase of \$15,000 in the expenditures of Water District #1. To provide an increase in the revenues for the above, the following revenues will be changed.

Miscellaneous	\$ 15,000
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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 ORDINANCE AMENDMENT-8

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, 2021.

Section 1. To amend Water District #2, the expenditures are to be changed as follows.

	Increase	Decrease
Capital Outlay	\$ 15,000	

This will result in an increase of \$15,000 in the expenditures of Water District #2.. To provide an increase in the revenues for the above, the following revenues will be changed.

Miscellaneous	\$ 15,000
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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 ORDINANCE AMENDMENT-9

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, 2021.

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

	Increase	Decrease
Water	\$ 30,000	

This will result in an increase of \$30,000 in the expenditures of General Fund.. To provide an increase in the revenues for the above, the following revenues will be changed.

Appropriation	\$ 30,000	Fund Balance
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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.

#### BOARD REPORTS / COMMISSIONERS' COMMENTS



None were offered.

**CLOSED SESSION -- NC G.S. § 143-318.11(a)(6) – Personnel**

At 8:18 p.m., Vice Chairman Bond made a MOTION to go into closed session, pursuant to NC G.S. § 143-318.11(a)(6) – Personnel, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

Around 8:58 p.m., Vice Chairman Bond made a MOTION to go out of closed session, with a SECOND from Commissioner Smith. The Board APPROVED the motion.

**ADJOURNMENT**

With no further business to discuss, Commissioner Smith made a MOTION to adjourn the meeting, with a SECOND from Commissioner Lilley. Chairman Bowen adjourned the meeting at 8:59 p.m. The next regular meeting would be held on Wednesday, October 7, 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