

January 11, 2023

The Martin County Board of Commissioners met in a Regular meeting on Wednesday, January 11, 2023, 7:01 p.m. in the Commissioner's Boardroom at the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

ASSEMBLY

Present in the Boardroom: Chairman Ronnie Smith, Vice Chairman Dempsey Bond Jr. Commissioner Joe. R. Ayers, Commissioner Emily Biggs, and Commissioner David "Skip" Gurganus, County Manager U. James Bennett, Clerk to the Board Julia Rease, and Finance Officer Cindy Ange.

Others Present: Mayor of Bear Grass Charlotte Griffin and Sheriff Tim Manning

Chairman Smith called the meeting to order at 7:01 p.m. Commissioner Biggs led the Pledge of Allegiance, and Commissioner provided the invocation.

Chairman Smith extended a welcome to all in attendance.

AGENDA APPROVAL

Chairman Smith asked that the presentation by Ms. Emily Miller scheduled as #2 under Item 5 - Presentations be removed from the agenda.

Commissioner Gurganus made a **Motion** to approve the Agenda as stated, with a **Second** by Commissioner Biggs. The Motion was **Carried** unanimously.

PUBLIC COMMENTS

Ms. Stephanie Butler – Crisp Road Development- Robersonville, NC

Ms. Butler introduced herself as a resident of Crisp Road and that she made a public comment at the December 5, 2022 Board meeting. Ms. Butler stated the public comment was in regards to developments being made on Crisp Road in Robersonville. Ms. Butler stated County Manager Bennett informed her that there would be an update on this matter in the January 11, 2023 meeting and she wanted to make another statement regarding the issue. Ms. Butler reported that the Comprehensive Land Use Plan approved by the Board was not zoning, but it was the precursor to zoning. Ms. Butler asked if the Board would consider implementing the plan until zoning was decided upon.

County Manager Bennett stated that this would be discussed in the meeting as it was an agenda item.

CONSENT AGENDA

Motion to approve the Consent Agenda made by Vice Chairman Bond Jr. with a **Second** by Commissioner Biggs. The Motion was **Carried** unanimously.

1. Minute Approval

- November 9, 2022 Closed
- December 5, 2022 Regular

2. Financial Report – December 2022

3. Tax Assessor – Tax Refund Request – December 2022 - \$4.25

4. Tax Assessor – Tax Relief Orders – December 2022 – \$ 17,861.53

Year Levy	Lname	Fname	Reason	Value	Total
Real & Personal Releases					
2022	Moreno	Jose, Magdaleno	Error in Billing	-----	\$182.00
2022	Moreno	Jose Magdaleno	Error in Billing	-----	\$182.00
2022	Raynor	Milton S. Heirs	Late App. BOC approved.	\$ 282.11	\$296.04
2022	Raynor	Milton S. Heirs	Late App. BOC approved.	\$ 282.11	\$296.04
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2022	Knox	Maggie K.	Err. in Billing -PUV Submitted	\$2,167.00	\$2,274.34
2022	Knox	Maggie K.	Err. In Billing- PUV Submitted	\$2,167.00	\$2,274.34
2022	Knox	Maggie K.	Err. In Billing -PUV Submitted	\$2,167.00	\$2,274.34
2022	Knox	Maggie K.	Err. In Billing- PUV Submitted	\$2,167.00	\$2,274.34
2022	Henegar	James Lawrence III	Error in Listing	\$232.98	\$255.99
2022	Henegar	James Lawrence III	Error in Listing	\$232.98	\$255.99
2022	McCombs	Michael Chad	Sold Property	\$66.13	\$71.84
2022	Ross	Mark	Listing Error	\$2784.62	\$3059.64
2022	DLL	Finance	Amended Listing	\$842.33	\$909.92
2022	Alvery	Charlotte Carol Trustee	PUV Application Approved	\$2,098.27	\$2305.50
2022	Alvery	Charlotte Carol Trustee	PUV Application Approved	\$261.06	\$290.14
2022	MDPA Inc.	Katherine McNeese	Bus. Closed - Error in Listing	\$227.51	\$227.51
Total Real & Personal Releases					\$18,022.05
VTS Refunds					
2022	Nobles	Larry Joseph	Adjustment	\$8.50	\$4.25
Total VTS Refunds					\$4.25
Total Tax Relief Orders					\$18,026.10

5. Tax Collector's Report – September 2022

	Category	September	9 -21 Y-T-D
Real Property	20	\$7,276.99	\$31,669.61
Personal Property	25	\$343.57	\$6,216.25
Total		<u>\$7,620.56</u>	<u>\$37,885.86</u>
Motor Vehicle	30	\$0.00	\$67.56
Total MV		<u>\$0.00</u>	<u>\$67.56</u>
All Total		<u>\$7,620.56</u>	<u>\$37,953.42</u>

6. Tax Assessor's Purge Request

Record storage has and will continue to be a problem for our department. In effort to help alleviate this situation, I am requesting permission to shred property record cards from the 1980 and 1990's in accordance with the Amended Records Retention and Disposition Schedule provided by the North Carolina Department of Cultural Resources dated April 17, 2013.

	Record Series Title	Disposition Instructions	Citation
Standard-8 Item #18	TAX ABSTRACTS AND LISTS Complete record of real and personal property in the county, based on assessment lists. Includes name and address of taxpayer, along with descriptions of property owned and estimated values. 2012 and older	Destroy in office after 10 years or two revaluation cycles, whichever occurs first.	G.S. §105-309 G.S. §105-296
Standard-9 Item #18	TAX SCROLLS AND BOOKS: ALL OTHER Includes real and personal property, discovery, delinquent, and any other supplemental scroll, book, summaries, or recapitulations. 2012 and older	Destroy in office after 10 years or 1 year after released by the governing board, whichever occurs first.	G.S. §105-319

Melissa Phillips
Martin County Tax Assessor

I, Julia Rease, Clerk to the Martin County Board of Commissioners, certify that the above request for a Records Purge/Destruction was _____ by the Board at a regular meeting held on 01/11/2023.

Julia Rease, Clerk to the Board

Date

This item was Approved by the Board, as part of the Consent Agenda

7. Opioid Settlement Matching Grant

In previous meetings there was discussion of a multi-county Opioid treatment center to be housed on the third floor of Martin General Hospital. Martin, Tyrell, Washington (MTW) Health Department Director Wes Gray submitted a break down sheet of funding for all three counties. MTW Health Department Director Gray also

MTW Health Director Wes Gray received a notice of award for Leveraging Opioid Settlement Dollars to Support Harm Reduction Programs in NC Jurisdictions RFA from an organization called Vital Strategies. They were awarding a matching grant of \$70,000 per year for 3 years (\$210,000 total) to supplement opioid settlement dollars. If accepted, MTW Health Director Gray would need to sign a letter of commitment by January 17, 2023. The anticipated receipt of the first year of funding was planned for the end of January 2023.

MTW Health Director Wes Gray would like to present this to Commissioners in each county for approval in January or February if possible. The matching funds would go to the MTW Health Department from the North Carolina Community Foundation, which is the organization handling this grant for Vital Strategies.

MTW Health Director Wes Gray planned to send an exact breakdown of the settlement funds requested from each county.

This item was Approved by the Board, as part of the Consent Agenda

8. CADA FY 2022-23 Community Services Block Grant Program (CSBG)

Choanoke Area Development Association (CADA) of North Carolina, Inc. was designated the Community Action Agency for Martin County in 2016. CADA's Community Action Agency service area includes Bertie, Halifax, Hertford, Martin and Northampton Counties. Also, CADA has been overseeing the NC Weatherization Assistance Program (WAP) in Martin and Edgecombe Counties since 2014.

The North Carolina Administrative Code [10A NCAC 97C.0111 (b) (1) (A)] requires each Community Services Block Grant Program (CSBG) grant recipient to submit its Community AntiPoverty Plan (grant application) to the Board of Commissioners in each of the counties it serves.

For FY 2022-23, the grant total amount requested is \$406,240 from the North Carolina Department of Health and Human Services for all counties in the CADA service area. A presentation is not mandatory. The Board of Commissioners was presented a copy of the Draft FY 2021-22 CSBG Program Application for Funding. This was presented to the Board on December 02, 2023.

This item was Approved by the Board, as part of the Consent Agenda.

9. Board Appointments/Reappointments – None

10. Clerk Report- *included for informational purposes*

INTRODUCTION OF NEW EMPLOYEE(S)

Water Department

Mr. Cody Cratt was introduced by County Manager Bennett. Manager Bennett stated Mr. Cratt was employed in the Water Department and Mr. Cratt had a goal to become the Water Systems Manager. Manager Bennett reported that Mr. Cratt met this goal when he was hired as the new Water Systems Manager. Mr. Cratt stated that he was ready and willing to provide safe and sustainable water for the community.

All Board members congratulated Mr. Cratt and expressed their desire to see him succeed.

Sheriff's Office

The new employees for the Sheriff's Office were not able to attend last month's meeting. Sherriff Tim Manning stated all new officers were in training and were doing a great job thus far. Sheriff Manning introduced the new officers as:

1. Mr. Michael Clark from Halifax County. Sheriff Manning stated Mr. Clark was employed with Robersonville Police Department for at least 2 years and served in the Army National Guard. Mr. Clark was employed as a road officer.
2. Mr. Matt Roebuck of Bertie County. Sheriff Manning announced that Mr. Roebuck was assigned as the new School Resource Officer (SRO) for Riverside Middle School, was previously employed at Bertie County Sheriff's Office for 6 years, and Mr. Roebuck served in the Army National Guard as well.
3. Mr. Brian Mizelle of Bertie County. Sheriff Manning announced that Mr. Mizelle graduated from Basic Law Enforcement Training (BLET) in August 2022 and was previously a road deputy for Beaufort County Sheriff's Office. Sheriff Manning stated Mr. Mizelle would be a road deputy for Martin County Sheriff's Office.

Commissioner Gurganus thanked the new employees for choosing to serve in Martin County, their service to the Country, and their service in the County. Commissioner Gurganus stated across the Country, excluding Martin County, they were not appreciated as they should be. Commissioner Gurganus apologized for this, thanked the new hires, and told them to be safe.

The remaining Board members thanked the new hires for choosing Martin County, told them to be safe, and wished them well in their endeavors.

Department of Social Services (DSS)

DSS Administrator Barbie Casper introduced two new employees in the Food and Nutrition Unit as Ms. Sherby Daniels and Ms. Sakinah Whitfield. DSS Administrator Casper stated the

department was thankful for the new hires and hoped that they would continue their employment with the county.

Both employees were congratulated on their employment and were thanked by the Board. Chairman Smith spoke briefly about the increase in employment of the DSS. Commissioner Gurganus expressed his appreciation for DSS Director Angela Ellis' leadership, the leadership of other employees in the department, and the ability to swiftly recruit new employees. Chairman Smith made a comment regarding Martin County observing 13 holidays, wherein employees of other counties did not. Chairman Smith spoke about the familial relationship amongst Martin County employees and that they were appreciated.

PRESENTATION (S)

Auditor and CPA Madonna Stafford – Carr, Riggs, and Ingram – Audit Presentation

In accordance with NC General Statute 159-34 and governmental auditing standards generally accepted in the United States, the independent certified public accounting firm of Carr Riggs & Ingram, LLC (CRI) has completed the 2021-22 Audit of Martin County. The purpose of the audit is to render an opinion concerning the County's compliance with Generally Accepted Accounting Principles (GAAP), and other regulatory items such as budgets, grants and debt covenants. The Independent Audit Report is part of the Comprehensive Annual Financial Report (CAFR) for the County. The CAFR was produced under the direction of the Martin County Finance Office, Cindy Ange, Finance Officer. The financial statements, themselves, show the financial health of the County.

Report on the Financial Statement Audit and Programs

Auditor and Certified Public Accountant (CPA) Madonna Stafford gave a presentation on the findings of the 2021-2022 audit. Ms. Stafford began by reporting that the opinion letter regarding Performance Finances represented an unmodified opinion. Ms. Stafford stated this meant that there was a clean audit (pages 14-17 of Audit report). Next, Auditor Stafford stated there was an unmodified opinion letter for Major Federal Programs and Compliance (pages 199-201). CPA Stafford explained that Major Federal Programs were defined as any programs with expenditures at or above \$750,000 during a fiscal period. Martin County had two federal programs in 2021-2022, which were Medical Assistance and the Airport Improvement Program. Then, Auditor Stafford stated there was a Major State Program Compliance Audit, in which Martin County had 3 programs. CPA Stafford shared that these major state programs were Stream Debris Removal, Essential Single Family Rehabilitation Loan Pool Disaster Recovery Program, and Juvenile Crime Prevention. The opinion letter represented a clean audit as explained by CPA Stafford (pages 202-204).

Financial Highlights

CPA Stafford reported on financial highlights to recap the year. The net position for the county in total for both governmental and business type activities increased almost \$4.5 million for the year. Auditor Stafford stated the year end value was \$31,957, 355. This is approximately \$2.1 million better than what was presented in last year's audit (2021). CPA Stafford reported this change due

was due to a decrease in expenses related to public safety and education. CPA Stafford stated there was less than 2% of a change in revenues between 2021 and 2022 (Page 31 Ex. 2). Also, CPA Stafford pointed out that the county implemented Governmental Accounting Standards Board statement #87 (GASB 87) as it related to leases this year. There was no restatement associated with this implementation. Auditor Stafford did state that the County did add about \$70,000 in right of use assets, a similar amount in lease liabilities that accounted for the lessee transactions. The county recorded about \$125,000 in lease receivables and deferred revenues for the lessor transactions. (Ex. 1 page 30)

General Fund Highlights

Auditor Stafford reported that the General Fund balance increased \$1.5 million this year. The General Fund Revenue from Fiscal Year (FY) 2021-22 was consistent with a \$160,000 increase in FY 2022-23. CPA Stafford reported that expenditures increased about \$480,000 from FY 2021-22, majorly due to salaries and benefits that were paid with Coronavirus Aid, Relief, and Economic Security (CARES) Act funding in the previous year. CPA Stafford reported that another major change between FY 2021-22 and 2022-23 was related to the General Fund. Auditor Stafford stated \$1 million was transferred from the Hospital Fund to the General Fund last year and this was not transacted in FY 2022-2023. The General Funds Allowable Fund Balance Calculation was one of the main indicators that the Local Government Commission (LGC) monitored for financial health. The Unassigned fund balance in the general fund was \$10,830,572, which was 34.84% of the general fund expenditures. CPA Stafford reported the unassigned fund balance in last year's general fund was \$9,438,150, which was increased by \$1.4 million this year. CPA Stafford explained that this number showed how much money the County had reserved to operate and pay expenditures without revenue. Martin County was reportedly required to have a minimum available fund balance policy in place of 20%. The LGC had a requirement of 8% and Martin County was reported to have 4 months' of available funds to operate without incoming revenue.

Business Type Activities and Cash Flow Statements

CPA Stafford stated the Net position for Business Type Activities decreased \$107,000 between Water Districts #1 and #2. Last fiscal year, the water districts reported a net loss of \$245,000, but in FY 2022-23 progress was made toward meeting a breakeven point for the water districts. Next, Auditor Stafford reported on the cash flow statement. Both water districts were reported to have positive operating cash, but these funds were used towards the required debt service. Auditor Stafford reported that this has been an ongoing issue for several years. Auditor Stafford explained last year a change was implemented with the LGC, wherein a new data input worksheet was required to be uploaded with any audits. The LGC used the worksheet to monitor the key financial performance indicators of each county or municipality. CPA Stafford further explained that results of the audit were compared to what the LGC defined as acceptable ranges. If any results from the audit were not in this acceptable range, this indicated an area(s) that needed to be addressed. It was reported that Martin County had a few weaknesses in financial performance indicators similar to those in FY 2021-22. CPA Stafford stated one was due to the county's quick ratio being 0.15, wherein the minimum value required was one (1). It was reported that the other weakness was regarding the consistent sustainable net operating losses between the water districts. CPA Stafford explained that this meant the County did not have adequate cash on hand to fund expenditures. Auditor Stafford stated the LGC was concerned about this because these are proprietary funds and

they needed to be self-sustaining. It was stated that a written response to these financial performance indicators was required to be submitted to the state by March 12, 2023. It was also reported that the county had gone through this process before and the process was the same as previous years.

Property Tax Levy, Collection Rates, and Required Implementation

There were no reported changes in tax collection or the tax rate for fiscal year 2022-23. (Page 173) A slight decrease was reported in valuation, so the overall net levy decreased about \$185,000. The overall collection percentage decreased from 95.21% to 94.79%. CPA Stafford reported that the decrease was based upon economic factors in the local economy and usually fluctuated over the years. CPA Stafford reported that this was not a concern. CPA Stafford reported the individual bonding required by the finance officer needed to increase to a million dollars (effective January 1, in accordance with session Bill 2022- 53). Auditor mentioned speaking with Finance Officer Cindy Ange about the implementation, Finance Officer Ange was aware, and she was working on the implementation. Auditor Stafford stated she was not anticipating any major accounting standards to implement or change for FY 2022-23. In closing, CPA and Auditor Madonna Stafford thanked Finance Officer Cindy Ange, the Finance Department, and the Department of Social Services.

Commissioner Gurganus thanked CPA Stafford, Finance Officer Ange, and the Finance Department for their services. Commissioner Gurganus also thanked them for keeping county finances in good standing on all levels.

County Manager Bennett stated CPA Stafford made a presentation with Tourism Development Authority (TDA), wherein a positive audit report was given. Manager Bennett stated Finance Officer Ange and the Finance Department were thanked for the work conducted with the TDA audit.

First, Chairman Smith thanked Auditor Stafford and the Carr, Riggs, and Ingram CPA Firm for many years of service and support. Next, Chairman Smith mentioned the difficulty in local governments finding an auditor and or funds for these services. Then, Chairman Smith stated there was awareness of issues within the Water Districts, wherein the county did not have the customer base to receive the appropriate revenue. Chairman Smith stated the required letter to respond to the Water Districts financial indicators, would be sent to the LGC before the deadline. It was stated by Chairman Smith that there would be no increase in water bill payments, the residents would not be able to afford and increase, and the County would continue to work towards the bet options. Chairman Smith thanked Finance Officer Ange and her staff. Chairman Smith added that the Finance Department received a Certificate of Achievement every year since 1991 and that these awards were not given liberally.

Ms. Emily Miller - McAdams and Associates – Grant Update

Ms. Emily Miller was not able to present due to unforeseen circumstances. This item may be presented in next month's regular meeting.

Mr. Kofi Boone – NC State University- UPLIFT Program

Appalachian State University Professor Carol Kline was not able to join the meeting. Mr. Kofi Boone introduced himself as the University Faculty Scholar and Professor in the Department of Landscape Architecture and Environmental Planning at NC State University's College of Design. Mr. Boone stated he and Professor Kline worked together for at least 15 years in the Community Development projects in the United States as well as West Africa. Professor Boone reported that the UPLIFT Program was funded by the American Rescue Plan Act (ARPA) and involved partnerships across the state as it had a focus on 17 counties statewide.

Professor Boone stated the goals of the UPLIFT Program were to boost tourism to rural and under resourced North Carolina communities. This was reportedly done by providing tourism practitioners and local leaders with resources to strengthen and connect tourism sites, services, and businesses in targeted regions. Professor Boone reported that the objectives for the UPLIFT program were to: develop multi-night itineraries that connect sites within UPLIFT target regions; enhance, innovate, and scale the tourism experiences offered within the regions; strengthen tourism economies, skills and capacities; tell the stories of the regions, their community, and individual tourism experiences; and integrate sustainability principles practices into the tourism experiences. Professor Boone explained the process of the program in phases. Phase 1 began in October and focused on understanding where the program could provide the most value for communities in each region. Phase 2 involves 15 months of technical assistance and professional development programs in each region. It was reported that Phase 2 would be conducted in 2 cycles, one in 2023 and the other in 2024. Phase 3 was reported to be a wrap up of the program in all regions by gathering information, monitoring impact and storytelling pieces, and culminating and familiarization tours.

Next, Professor Boone discussed detailed efforts to achieve the goals and objectives of each phase. In the beginning of Phase 1, Professor Boone stated conversations would be initiated to gather information and areas of collaboration would be explored in the various regions. It was reported that webinars would also be included in this phase to introduce the program. In the halfway mark of Phase 1, the UPLIFT community would convene with each county, conduct regional zoom meetings with tourism representatives to discuss findings; and continue to gather, synthesize information, and identify gaps where UPLIFT can provide value to communities. In the latter portion of Phase 1, it was stated that the Uplift community would return to each region to receive input on the planned vision and roadmap, create a draft UPLIFT roadmap (plan of action for each region), launch an online knowledge center, finalize the roadmap; and kick- start work with new and existing tourism sites, attractions, businesses, then conduct a 2 – Day regional workshop with destination tourism representatives and local governments.

Next, Professor Boone explained Phase 2 in further detail. Professor Boone stated every county had physical places that told a story (historic houses, parks, buildings, businesses, etc.) and may need resources to become a tourist attraction. It was also reported that there may be successful attractions that could be improved and or expanded. In both cases, Professor Boone stated UPLIFT could provide their services to make these attractions, established or unestablished, functional tourist sites. Professor Boone mentioned that UPLIFT could also identify and assist individuals within the community that were interested in starting a business in this phase. Next, Professor

Boone discussed what DMOS were and how they impacted the program. Professor Boone explained that DMO's were destination marketing organizations and governments played a key role, either through policies or through creative ways of generating revenue to sustain activities. For an example, Professor Boone mentioned an UPLIFT teammate that had a strong relationship with the Smithsonian Institution, whom hosts some of the largest festivals in the country. Professor Boone stated a partnership was developed, wherein the Smithsonian Institution was enabled to come to North Carolina to build the capacity of NC counties. The Smithsonian was reported to be a key part of festival development by advising the best practices in hosting festivals, providing methods to make festivals economically sustainable, and provide methods to make these events as inclusive as possible. At the end of this phase, it was reported that the UPLIFT team would make "friendly familiarization trips". In this part of Phase 2, the UPLIFT team would be able to test itineraries, visit attractions, and see what works or needs improvements. Professor Boone stated this process would occur in two rounds and was the longest portion of the program (1 year- 18 months).

Lastly, Professor Kofi Boone gave details about Phase three of the program, which involved marketing. It was reported that marketing could increase virtual experiences for tourists and provide understanding of attractions before they actually visit an attraction. Professor Boone reported the UPLIFT program would provide resources to help counties think about how they could increase their media presence and familiarization. Professor Boone stated marketing would also help with outreach and collaboration between counties. Professor Boone stated marketing would also be used to measure the impact of attractions in this phase of the program. Professor Boone asked if there were any questions.

Commissioner Gurganus stated in the last Tourism Development Authority (TDA) Board meeting, there was a discussion regarding Bed & Breakfast (B&B) facilities, businesses, and similar attractions. Commissioner Gurganus stated a staff member was very encouraging in informing residents to invest in the Bed & Breakfast idea if they had the space. Commissioner Gurganus asked if the program would assist with this.

Professor Boone stated that the UPLIFT program would be able to assist in terms of guidelines, support, information, and etc.

Commissioner Gurganus mentioned that Martin County and its towns used to have various festivals frequently. Commissioner Gurganus stated further that festivals took place in all season and these festivals were everywhere within the county. Commissioner Gurganus stated that majority of these festivals were no longer in existence and it may be due to a decline in population. Commissioner Gurganus stated that there was interest in the community, wherein people wanted to reignite having these festivals in Martin County. Commissioner Gurganus stated these interested groups needed assistance financially and logistically.

Professor Boone stated the Smithsonian Institution offered a successful, evidence based, and sustainable way of thinking about festivals.

Commissioner Gurganus asked when the UPLIFT Program would be scheduled to conduct their work shop with Martin County or Surrounding areas. Professor Boone stated that he would report back to the Board with this answer.

Manager Bennett thanked Professor Boone for his presentation. Manager Bennett announced that a date was scheduled with the UPLIFT team through Professor Carol Kline. Manager Bennett stated that this event was to take place on January 31, 2023 at 1:30 p.m. for all Elected Officials and 6:30 p.m. for the General Public at the NC Telecenter. County Manager Bennett informed everyone about the Roanoke River Project and the Rosenwald School of Martin County. Manager Bennett stated that there were numerous awards regarding the Rosenwald School being one of the oldest historic schools that had majority of its original structures and equipment.

There were no further questions and Professor Boone was thanked for his presentation.

OLD BUSINESS – NONE

Mobile Home Park Discussion – County Manager U. James Bennett

In the December 5, 2022 meeting there was a public comment made regarding mobile home parks in the County as well as Zoning within the County. Manager Bennett stated that he spoke with more than one. Manager Bennett stated that he spoke with two zoning professionals that had more than 50 years of experience, the Code Enforcement Officer Joseph “Jody” Griffin, and Tax Assessor Phillips regarding Mobile Home Parks and Zoning in General. Manager Bennett stated that there was a Comprehensive Plan that was approved by the Board in 2013, but Zoning was not part of this plan. Manager Bennett mentioned the implementation of I-87 and reported speaking with each Board member about revisiting zoning. Manager Bennett stated that there were multiple methods that the Board could look in the immediate future and they were a full zoning plan, Conditional use, mixed use, and a “spot zoning” plan.

County Manager Bennett stated the Board emphasized with what residents of Crips Road were faced with. In his conversation with Ms. Stephanie Butler, Mr. Bennett stated Ms. Butler thought of others as she realized that the situation on Crisp Road may not be resolved, but there may be resolve for others in Martin County. County Manager ensured that the issue was supported and was heard by the Board. Lastly, Manager Bennett stated the discussion could take place in the Budget Retreat on March 14-15, 2023.

Commissioner Gurganus asked about the 2013 Comprehensive Plan and if Manager Bennett could make the plan available. Ms. Stephanie Butler stated that the plan was on the county website. Commissioner Gurganus stated that he would look for the plan on the website.

Ms. Butler and residents of Crisp Road were thanked for their attendance.

NEW BUSINESS

Tax Assessor Melissa Phillips - Late Present Use Value (PUV) Program Applications

Tax Assessor Melissa Phillips explained that there was a late PUV application that came in on May 17, 2022, wherein due diligence was conducted by the Tax Assessors' office to notify the property owner. Tax Assessor Phillips stated an initial letter was sent on July 26, 2022 and additional time was given to the owners of 30 days to submit an application. Tax Assessor Phillips reported at the time, the office was going through a change in leadership and this was the reasoning of the additional time given to the property owner. Next, Tax Assessor Phillips stated the property owners were sent another letter on September 14, 2022 explain that if the application was not submitted, they would be removed from the program. Tax Assessor Phillips reported that the property owners had 30 days to appeal this decision. Tax Assessor Phillips reported speaking with the property owners. In having discussion with property owners, Tax Assessor Phillips reported if the property owners explained the situation to her, she would inform them to bring in what they had available. Tax Assessor Phillips stated nothing was submitted as of October 2022, so she began the process to rollback bills for the current year and about three previous years. Lastly Tax Assessor Phillips stated the property owners did visit the office in December of 2022 with a letter explaining that they were not able to submit the timely application due to one of the property owners being incarcerated.

Tax Assessor Phillips stated that the documents were compiled in the agenda packet and her recommendation was not to approve the late application because due diligence was conducted with the property owners. Tax Assessor Phillips reported it was the Board's decision to approve or disapprove of the application.

Commissioner Ayers asked what the value was that was being approved or disapproved. Tax Assessor Phillips stated that one parcel was \$3,077.91 and the other was \$ 5,097.58, but there was interest added over the past months. Tax Assessor Phillips reported that these values were the difference between market value of the property and the land use that taxes were being paid on.

Commissioner Ayers asked if the total value was around \$8,000 and Tax Assessor Phillips agreed.

Chairman Smith asked for clarification that the Tax Assessor's Office gave the property owners 60 days initially, then the property owners were given an additional 30 days. Tax Assessor Phillips agreed that this was correct.

Commissioner Ayers stated one of the reasons that the property owner submitted a late application was due to them being incarcerated up to October 13, 2022. Commissioner Ayers asked if this was a good reason. Commissioner Ayers stated apparently Tax Assessor Phillips did not think so.

Tax Assessor Phillips responded that if everybody else would have brought in the application as the office received signatures for all the other property owners, she would have waited for the signature. Tax Assessor Phillips stated she would have worked with the property owners if there was a reason.

Commissioner Ayers stated that he was not advocating, but only asking questions.

Chairman Smith made a **Motion** to **Disapprove** the late PUV Late Application, with a **Second** by Vice Chairman Bond Jr. Motion was **Carried** by a raise of hands. Raised hands: All Commissioners

Budget Amendment(s)

Budget Amendment #7

The Department of Agriculture and Consumer Services has awarded a Streamflow Rehabilitation Program (StRAP) grant to Martin County Soil and Water District \$299,769 to conduct vegetative debris removal in streams in Martin County. District Director Lynn Whitehurst is currently working on contracts. Director Whitehurst will be focusing on Ready Branch and Back Swamp. Work may be completed by March 2023.

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, 2023.

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

	Increase	Decrease
Economic & Physical Development Soil and Water	\$ 299,769	

This will result in an increase of \$299,769 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Restricted Intergovernmental	\$ 299,769
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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.

Motion by Vice Chairman Bond Jr. and **Seconded** by Commissioner Gurganus to adopt the above budget ordinance amendment this 11th day of January 2023. Motion was **Carried** unanimously.

Budget Amendment #9

In fiscal year 2021-2022 and the current year, 2022-2023, the County has budgeted to fund rail repairs in the industrial park by transferring \$10,000 per year from the General Fund to the Business Park Fund. However a corresponding budget amendment must be made in the Business Park Fund in order appropriate the funds.

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, 2023.

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

	Increase	Decrease
Economic Development		
Rail Maintenance	\$20,000	

This will result in an increase of \$20,000 in the expenditures of the Business Park Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance	\$20,000
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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.

Motion by Commissioner Gurganus and **Seconded** by Vice Chairman Bond Jr. to adopt the above budget ordinance amendment this 11th day of January 2023. Motion was **Carried** unanimously.

Budget Amendment #10

Martin County incurs the cost the house juveniles in youth detention facilities. This cost is included in the County’s budget, not the Bertie Martin Regional Jail (BMRJ) budget. The cost of youth detention services will exceed the amount budgeted for the 2022-2023 fiscal year. \$20,000 was budgeted under the “Jail” section of the County’s budget.

The cost to house juveniles is \$135 per day, per person. According to James Ward, NC Department of Public Safety, the juveniles now in custody committed serious or violent felonies and could be detained for some time, or they could make bond and get out.

The total annual costs for youth detention in recent years have been:

<u>Year</u>	<u>Total Costs</u>
2011	\$16,702
2012	\$1,220
2013	\$12,688
2014	\$17,080
2015	\$23,058
2016	\$146,034
2017	\$80,032
2018	\$54,900
2019	\$11,102
2020	\$24,400

2021 \$12,444
 2022 \$17,202

Budget amendment #10 appropriates an additional \$25,000 to youth detention from fund balance. Given the uncertainty of how long the juveniles will be in custody, this may or may not be enough to cover this fiscal year.

BUDGET ORDINANCE AMENDMENT-10

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, 2023.

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

	Increase	Decrease
Public Safety		
Jail	\$ 25,000	

This will result in an increase of \$25,000 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance	\$ 25,000
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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.

Motion by Vice Chairman Bond Jr. and **Seconded** by Commissioner Gurganus to adopt the above budget ordinance amendment this 11th day of January, 2023. Motion was **Carried** unanimously.

Budget Amendment #11

The Martin County Sheriff’s Office has been awarded a Byrne Justice Assistance Grant in the amount of \$24,405 from NC Department of Public Safety. The Sheriff plans to use this grant to fund additional in car cameras.

BUDGET ORDINANCE AMENDMENT-11

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, 2023.

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

	Increase	Decrease
Public Safety		
Sheriff	\$ 24,405	

This will result in an increase of \$24,405 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Restricted Intergovernmental \$ 24,405

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.

Motion by Commissioner Biggs and **Seconded** by Commissioner Gurganus to adopt the above budget ordinance amendment this 11th day of January 2023. Motion was **Carried** unanimously.

Budget Amendment #12

Martin County has received the grant award letter from the NC Department of Commerce concerning a CDBG-NR grant in the amount of \$550,000 to be used for the Rosenwald School rehabilitation.

Grant Project Ordinance
CDBG – NR Grant – Rosenwald School
Budget Amendment # 12
Fund 36

BE IT ORDAINED by the Governing Board of Martin County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. This ordinance is to establish a budget for a project to be funded by the Community Development Block Grant Neighborhood Revitalization Grant for the Rosenwald School expenditures, to the extent authorized by state law.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents and the budget contained herein.

Section 3. The following amounts are appropriated for the project and authorized for expenditure:

CDBG-NR Grant	
Rehabilitation	\$495,000
Administration	\$ 55,000

Section 4. The following revenues are anticipated to be available to complete this project:

CDBG-NR Grant	\$550,000
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Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agencies and the grant agreements.

Section 6. Copies of this grant project ordinance shall be furnished to the Clerk to the Governing Board, and the Finance Officer for direction in carrying out this project.

Adopted this 11th day of January 2023.

Chairman

Motion by Commissioner Gurganus to Approve the above budget amendment and **Seconded** by Commissioner Biggs. Motion was **Carried** unanimously.

CLOSED SESSION (S) - NC G.S. § 143-318.11(a) (3) Attorney/Client Privilege, NC G.S. § 143- 318.11(a) (4) Contracts and Agreements.

Around 8:13 p.m., Vice Chairman Bond Jr. made a **Motion** to Enter Closed Session, NC G.S. § 143-318.11(a) (4) Contracts and Agreements, with a **Second** by Commissioner Biggs. Motion **Carried** unanimously (5-0).

At 10:13 p.m., Vice Chairman Bond Jr. made a **Motion** to Exit Closed Session NC G.S. § 143-318.11(a) (4) Contracts and Agreements, with a **Second** from Commissioner Biggs. Motion was **Carried** unanimously (5-0).

OPEN SESSION

Motion to **Approve** the Request for Proposals of a Communications Specialist made by Commissioner Gurganus, with a **Second** by Commissioner Biggs. Motion was **Carried** unanimously.

BOARD REPORTS/COMMISSIONERS' COMMENTS- NONE

ADJOURNMENT

With no further business to discuss, at 10:19 pm, Vice Chairman Bond Jr. **Motioned** to adjourn with a **Second** by Commissioner Gurganus. The Motion was **Carried** unanimously.

The next Regular Board Meeting for the Martin County Board of Commissioners has been scheduled for February 8, 2023.

Ronnie Smith, Chairman
Martin County Board of Commissioners

Julia S. Rease
Clerk to the Board