

November 8, 2017

The Martin County Board of Commissioners met in Regular Session on Wednesday, November 8, 2017 at 7:00 p.m. in the Martin County Governmental Center, Commissioners' Boardroom at 305 East Main Street, Williamston, North Carolina.

ASSEMBLY

Those in attendance: Chairman Elmo "Butch" Lilley, Vice Chairman Tommy Bowen, Commissioner Ronnie Smith, Commissioner Dempsey Bond, Jr., Commissioner Joe R. Ayers, County Manager David Bone, County Attorney J. Melvin Bowen, Clerk to the Board Marion B. Thompson and Finance Director/Deputy Clerk Cindy Ange.

Chairman Lilley called the meeting to order at 7:00 p.m. Commissioner Ayers led the pledge of allegiance. Commissioner Smith provided the invocation.

Chairman Lilley extended a welcome, and stated it was a pleasure to have those in attendance. Chairman Lilley recognized the following elected officials, who were present: Martin County Sheriff Tim Manning and Bear Grass Mayor Charlotte Griffin.

AGENDA APPROVAL

County Manager Bone requested the addition of the following items to the agenda:

- Approval of Bid – Soil & Water Conservation District Storm Maintenance/Stream Debris Removal
- Approval of Bid – Transit Parking lot (Ray Street Project) Lighting & Camera Installation
- Additional Budget Amendments #17 & #18– Industrial Park Rail Extension Project

Commissioner Smith made the MOTION to approve the agenda, along with the additional items stated, with a SECOND by Commissioner Ayers. The Board APPROVED the motion unanimously.

PUBLIC COMMENTS – None

CONSENT AGENDA

Vice Chairman Bowen made the MOTION to approve the Consent Agenda, as presented, with a SECOND by Commissioner Bond. The Board APPROVED the motion unanimously.

1. **Minutes** for October 11,2017 Regular & Closed Sessions, October 18, 2017 Special Called Session
2. **Financial Report** for September 2017 included for informational purposes.

3. Tax Refund Request – October 2017

Mr. Alexander Little and Mrs. Ora Little requested a refund for an outbuilding for the years of 2012-2016. After extensive research, the Tax Assessor's Office discovered that the outbuilding had not been located on the parcel since 2010. As per NC G. S. § 105-381(a)(1), Martin County may refund the current year plus 5 additional years, due to an error within the Tax Assessor's Office. The refund amount would be \$22.91, plus any interest and late list penalties due from the County for year 2016. The Littles asked that the Tax Assessor's Office apply the refund to any current taxes due on the parcel.

4. Tax Relief Orders – October 2017

<u>Year</u>	<u>Lname</u>	<u>Fname</u>	<u>Reason</u>	<u>Value</u>	<u>Total</u>
<u>Levy</u>					
2017	Bennett	Alignment Inc	Double Billed		24.69
2017	Biggs	Albert C. Sr Estate	Error in Landfill		172.00
2017	Johnson	Jesephine	Error in Landfill		172.00
2017	Lilley	Elmo Jr. Etals	Clerk Error	16,826	13.46
2017	Oakley	Michael Travis	Error in Landfill		172.00
2017	Reardon	Margie W	Out of County	16,200	134.46
2017	Lilley	Elmo Jr Etals			36.69
2017	Barrow	Karen Harris	Situs Error		82.51
2017	Benson	Jerry Keith	Over Assessment		20.66
2017	Best	Tyrrell	Situs Error		35.56
2017	Boyles	Arthur Jr	Over Assessment		37.18
2017	MacDonald	Logan Kaylin	Situs Error		41.43
2017	Peele	Raymond Mitchell	Over Assessment		29.84
2017	Perrone	Charles Francis	Adjustment		67.74
2017	Raynor	James Edward Jr	Situs Error		31.26
2017	Smith	Kellie Rose	Situs Error		196.98
2017	Spruill	James Elliott	Over Assessment		1.74
2017	Syfan	Manufacturing Inc	Situs Error		239.55
2017	Whitley	Brandi	Overpayment		52.38
				Total	\$1,562.13

5. Tax Collector's Report – October 2017

	Category	Oct-17	Oct-17 Y-T-D
Real Property	20	\$430,624.67	\$2,639,681.52
Personal Property	25	<u>134,045.97</u>	<u>910,554.34</u>
Total		\$564,670.64	\$3,550,235.86
Motor Vehicle	30	<u>256.17</u>	<u>2,806.36</u>
Total MV		\$256.17	\$2,806.36
All Total		\$564,926.81	\$3,553,042.22

6. Board Appointments/Reappointments

a. Bertie-Martin Regional Jail Commission

The Bertie-Martin Regional Jail Commission recommended, and the Board of Commissioners reappointed Mr. William Stalls to the BMR Jail Board for a two (2) year term, which would expire December 31, 2020.

b. Fireman's Relief Fund Trustees

Fire Chiefs for the various local fire departments asked the Board of Commissioners to appoint / reappoint the following persons as Fireman's Relief Fund Trustees for two (2) year terms each, which would expire December 31, 2019.

The Board of Commissioners appointed/reappointed the following individuals, as Fireman's Relief Fund Trustees:

- | | |
|---------------------------------|----------------------|
| • Bear Grass Fire Department | Mr. James R. Ward |
| • Griffin Fire Department | Mr. Gary Griffin |
| • Hamilton Fire Department | Mr. Lin Boyd, Jr. |
| • Jamesville Fire Department | Mr. Phillip Pierce |
| • Oak City Fire Department | Mr. Willie Bunch |
| • Robersonville Fire Department | Mr. Charlie Gurganus |
| • Williamston Fire Department | Mr. Junious Horton |

c. Juvenile Crime Protection Council

The Juvenile Crime Prevention Board recommended and the Board of Commissioners appointed/reappointed the following members for two (2) year terms each, which would expire December 31, 2020.

- Mr. Clay Wagner – Designee for Superintendent Chris Mansfield (Ex officio)
- Mr. Drew Robinson – Designee for Sheriff Tim Manning (Ex officio)
- Mr. James Ward – County Commissioner Appointee
- Mr. Frank Halsey – Designee for Social Services Director Susan Davenport (Ex officio)
- Ms. Sondra McCleary – Non-profit Program Director or Designee (Ex officio)
- Ms. Beth Robinson – Designee for Town of Williamston Chief of Police Travis Cowan (Ex officio)
- Ms. Deborah Fonville – County Commissioner Appointee
- Judge Regina R. Parker – Designee for Chief District Court Judge Michael Paul (Ex officio)
- Ms. Susan Tyre – County Commissioner Appointee
- Mr. Mark Leggett – County Commissioner Appointee
- Mr. Anthony Howell – County Commissioner Appointee

- Mr. Willie Peele – Member of Faith-based Community Program Director (Ex officio)
- Ms. Tarsha Purvis – Non-profit Program Director or Designee (Ex officio)

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

INTRODUCTION OF NEW EMPLOYEE (S)

Extension 4H Agent Susan Tyre introduced Program Assistant Kyndle Nichols, of the Expanded Foods & Nutrition Education Program (EFNEP). Water District Manager Ed Warren presented Water System Technician William “Brian” Beecham.

The Board of Commissioners welcomed the new employees to the Martin County workforce/family.

PRESENTATIONS

Resolution of Support for Traffic Safety Improvements Along US Highway 17 from Hampton Court to Ralph Taylor Road (SR1119)

In a memo, County Manager Bone recalled that prior to the opening of Riverside Middle School in 2012, the Martin County Board of Education requested a traffic light and a speed reduction from 55mph to 45mph. Adhering to federal guidelines, North Carolina Department of Transportation (NC DOT) did not approve the traffic light. NC DOT posted signs requiring speed reduction, during certain times of the day.

Traffic at Riverside Middle School remained problematic, and safety concerns deepened with the development of a convenience store beside the school property. The convenience store traffic also utilizes the same side road and crossing at the school. Of particular concern is when buses cross the four-lane, divided highway.

At its December 1, 2014 meeting, the Board of Commissioners approved a resolution requesting a stoplight on US-17 for Riverside Middle School. The Martin County Board of Education and the Town of Williamston made similar requests.

Furthermore, County Manager Bone explained that over the last few years, NC DOT staff had reviewed various issues along the corridor with the Board of Education, Town of Williamston and Martin County staff. Additionally, NC DOT continued to research various potential funding sources. This ongoing discussion culminated in a meeting in December 2016 between County Manager Bone, Superintendent Chris Mansfield, Williamston Town Planner/Interim Administrator Brent Kanipe and NCDOT Division I Maintenance Engineer Anthony Roper.

Project Engineer Roper, Division 1 Maintenance Engineer at the time, provided a presentation to the Board of Commissioners at the January 18, 2017 meeting about the entire section of the US-17 corridor – from Ralph Taylor Road to the Hitch’n Post. At this meeting, NC DOT sought input from the Board of Commissioners concerning this corridor, so it can pursue grant-funding sources for possible safety enhancements.

NC DOT Division I Maintenance Engineer Win Bridgers, Jr, Division Project Engineer Barry Hobbs and Field Office Engineer Darrick Lee attended the meeting to present and address any questions regarding the suggested improvements. NC DOT Staff provided the roll plot (*Exhibit A, entered into these minutes by reference*) for the Board's review.

Maintenance Engineer Bridgers explained that NC DOT had continued to investigate improvements to enhance the operation and safety of US-17 between Hampton Court and SR 1119 (Ralph Taylor Rd.). The plan include providing safer ingress and egress to White Oak Drive and serving Riverside Middle School. These suggested improvements did not include extending to the Hitch n' Post, as before. NC DOT proposed a design that redirects left turns along this corridor to select locations, thereby reducing conflict points specifically related to left turn movements. Maintenance Engineer Bridgers added federal guidelines determine to a large degree on what NC DOT can and cannot do. NC DOT must follow federal guidelines. The design would be very similar to the turnaround in Beaufort County near Old Ford/Hwy 171.

The Board of Commissioners commended NC DOT Staff on the time spent trying to fix the difficult traffic safety issues near the Riverside Middle School. Board members stated they would rely on the knowledge of experts, even though some still felt federal guidelines overruled the desire of the County Commissioners, Town Commissioners, and the School Board regarding the traffic light.

NC DOT asked the Board of Commissioners to support the proposed improvements and NC DOT Staff's efforts to secure funding for the improvements by adopting the resolution. NC DOT engineers stated they would make every efforts to complete the project by the beginning of the 2018 school year.

Commissioner Smith made the MOTION to approve the resolution below supporting operational traffic safety improvements along US 17 from Hampton Court to Ralph Taylor Rd (SR1119), with a SECOND by Commissioner Bond. Commissioners Bowen, Smith, Bond and Ayers voted FOR the motion. Commissioner Lilley voted AGAINST the motion. The Board APPROVED the motion by a majority of 4 to 1.

RESOLUTION

SUPPORTING OPERATIONAL TRAFFIC SAFETY IMPROVEMENTS ALONG US 17 FROM HAMPTON COURT TO SR 1119 (RALPH TAYLOR RD.)

WHEREAS, Martin County and the Town of Williamston by joint resolution dated December 1, 2014 requested a traffic signal on US 17 at Riverside Middle School; and,

WHEREAS, upon investigation by the North Carolina Department of Transportation ("Department"), this location does not meet Federal signal warrants; and,

WHEREAS, the Department investigated other improvements that can be made to enhance the operation and safety of US 17 between Hampton Court and SR 1119 (Ralph Taylor Rd.), including providing safer ingress and egress to White Oak Drive, serving Riverside Middle School; and,

WHEREAS, the Department has proposed a design that redirects left turns along this corridor to select locations as shown on the attached functional plan, "Exhibit A", thereby reducing conflict points specifically related to left turn movements.

NOW, THEREFORE, BE IT RESOLVED, that the Martin County Board of Commissioners supports the design represented herein and requests the Department move forward to secure funding and implement this design along US 17 in this vicinity.

Adopted this _____ day of November, 2017.

MARTIN COUNTY BOARD OF COMMISSIONERS

BY:

Chairman

SEAL

ATTEST:

Clerk to the Board

Advanced Service Award & Advanced Law Enforcement Certificate

Martin County Chief Deputy Drew Robinson provided the following narrative on the committed service, which qualified Sheriff Tim Manning and K-9 Corporal Joe Snider to become recipients of an Advanced Service Award & Advanced Law Enforcement Certificate, respectively, by the North Carolina Sheriffs' Education and Training Standards Commission.

Advanced Service Award

Chairman Lilley asked County Clerk Thompson to read the following, before presenting the Advanced Service Award to Sheriff Manning.

On September 15, 2017, Sheriff Tim Manning was presented the Advanced Service Award by the North Carolina Sheriffs' Education and Training Standards Commission. Sheriff Manning began his law enforcement career with the Martin County Sheriff's Office in July 1991. Born and raised in Martin County, Sheriff Manning rose through the ranks of the Sheriff's Office, holding the positions of Deputy, Sergeant, Investigator, Chief Deputy and now Sheriff. Sheriff Manning was presented the Advanced Service Award in recognition of his 26 years of dedicated service and demonstrated ability to perform the tasks required of a justice officer and personal devotion and service to the people of North Carolina.

Advanced Law Enforcement Certificate

Sheriff Tim Manning communicated the following sentiments about Corporal Joe Snider before presenting the Advanced Law Enforcement Certificate.

On September 15, 2017, the North Carolina Sheriffs' Education and Training Standards Commission awarded K-9 Corporal Joe Snider the Advanced Law Enforcement Certificate. Corporal Snider began his law enforcement career in August of 2004, and chose to continue his

career by joining the Martin County Sheriff's Office in January 2013. The North Carolina Sheriffs' Education and Training Standards Commission awarded Corporal Snider the Advanced Law Enforcement Certificate in recognition of attaining several hundred hours of training and educational objectives commensurate with the role of a professional law enforcement officer.

The Board commended and congratulated both men for their years of dedication and outstanding service in law enforcement.

November NCACC Video Update

The NC Association of County Commissioners typically produces a monthly NCACC update video for county boards of commissioners. By the start of the November 8, 2017 meeting, the Board of Commissioners had not received a NCACC video update for presentation.

OLD BUSINESS – None

NEW BUSINESS

Consulting Services Agreement for Cost Allocation Plan

County Manager Bone stated a cost allocation plan (a governmental accounting report) documents the value of indirect costs provided by central service agencies to other government agencies. The County Manager's Office, Finance, and Housekeeping Departments are examples of central service agencies for the County.

The Office of Management and Budget (OMB) Circular A-87 has established the principles and standards for determining both direct and indirect costs applicable to Federal cost-based awards to governmental units. The County would use a cost allocation plan (A-87) to recover indirect costs expended on behalf of programs of the US government. Martin County would receive these cost-based awards in the Department of Social Services and Transit. The cost allocation plan would allow Martin County to recover some costs of the central service agencies.

For the past eight years, MGT of America, Inc. has prepared the cost allocation plan for Martin County. MGT of America proposed a 3-year contract for \$3,700, which would be an increase of \$100, from the last 3-year contract rate. Service providers are limited in this specialized field. The Staff recommended approval of the MGT of America, Inc. consulting services agreement because the services provided have been exceptional.

Vice Chairman Bowen made the MOTION to approve the Consulting Services Agreement from MGT of America, Inc. (*entered into these minutes by reference title "Consulting Services Agreement by and between Martin County, NC & MGT of America Consulting, LLC, FYE June, 30, 2017, FYE June 30, 2018 & FYE June 30, 2019"*), with a SECOND by Commissioner Bond. The Board unanimously APPROVED the motion.

Approval of Bids – Industrial Park Rail Extension Project

County Manager Bone reiterated Weitron would need rail access for its recently purchased facility located in Martin County Regional Business Park in Everetts. The company planned to

invest at least Twelve Million Eight Hundred Thousand Dollars (\$12,800,000) over the next three years in its plant and create at least 31 new full-time jobs.

As a result, Martin County pursued multiple funding sources to assist with a rail extension project to provide rail access to Weitron, as well as other vacant lots in the park. Martin County selected Creative Rail Solutions as the design engineer for the rail project.

The project would involve the installation of approximately 4,900 track feet of industrial track, four (4) switches, demolition, clearing and grubbing, excavations, grading, importation of select fill material if not available on-site, storm drainage (pipes and structures) and associated sedimentation/erosion control measures and related appurtenances to serve the Martin Regional Business Park.

County Manager Bone reported on October 6, 2017, Martin County publicly posted the solicitation for qualified contractors to construct the lead rail track and spur for Project AC/Weitron at the Martin County Regional Business Park. The solicitation appeared as an advertisement in the Enterprise & Weekly Herald in the October 6, 2017 edition and posted on the County's website. The County's rail engineering team, along with Creative Rail Solutions, and Civil Design, held the mandatory pre-bid meeting for the Industrial Park Rail Extension project on October 19, 2017 and held the bid opening on November 2, 2017 at 3 p.m. After review, the engineering team deemed six (6) of the eight (8) bids to be qualified bids. Of the six (6) remaining bids received, the apparent lowest bid for the project was from STX for \$1,506,416, plus \$150,000 for add-on items (\$1,656,416 total).

Vice Chairman Bowen made the MOTION to approve the lowest qualified bid of STX Corporation for the Martin Regional Business Park Rail Extension for Project AC/Weitron and award the construction contract, pending review of NC Department of Transportation, for a not to exceed amount of \$1,656,416, with a SECOND by Commissioner Smith. The Board APPROVED the motion unanimously.

USDA Wildlife Services/Martin County Use Agreement

Using information captured by the NC Wildlife Resources Commission, County Manager Bone summarized the situation that lead up to the request from United States Department of Agriculture (USDA) Wildlife Services for office space in Martin County.

In the early 1900's, wild boar were introduced from Europe to a private game reserve in western North Carolina. Some animals escaped and thrived, spreading to other mountain counties and the Great Smoky Mountains National Park. In 1979, the NC Legislature gave the wild boar the status as a big game animal in six NC mountain counties. However, in 2011, there was legislative changes that rescinded its status as a big game animal, and made removing live feral swine from a trap and transporting live feral swine illegal. (NCGA – "SL 2011-369, HB 432)

Several swine have appeared in other areas of the state, due to free-range farm practices and intentional stocking by private individuals. Populations of free-ranging feral swine continue to grow and spread in North Carolina. Feral swine can significantly impact plant communities and wildlife habitat because the swine root through the ground's surface in search of food. Feral swine destroy agricultural crops and other property and pose a substantial disease risk for both

domestic swine and wildlife. Due to these factors and the invasive nature of the species, some consider feral swine to be an undesirable species on North Carolina's landscape.

"Wild boar", "feral hogs", feral swine, and domestic swine are all the same species (*Sus scrofa*). The NC Wildlife Resources Commission monitors the harvest of feral swine through an annual hunter harvest survey that provides biologists with an annual estimate of harvest.

County Manager Bone stated the U.S. Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), was seeking office space in Martin County. USDA assigned an employee from the agency to provide residents damage management services for feral swine in Martin and surrounding counties.

As a result, County Staff developed a plan and identified a location to provide office space to USDA Wildlife Services in the Kehukee Park Office Building. The lease would involve the use of one 11 x 11 office, as well as an outdoor, fenced-in storage area for storage of various equipment. The proposed lease term would run from November 13, 2017 until June 30, 2021, with an annual lease payment of \$1,000.

Commissioner Smith made the MOTION to approve the following lease agreement for the U.S. Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), with a SECOND by Commissioner Ayers. The Board APPROVED the motion unanimously.

Agreement Number:

USE AGREEMENT
FROM
COUNTY OF MARTIN
WILLIAMSTON, NORTH CAROLINA
TO U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES

Whereas the County of Martin (County), Williamston, North Carolina, and the U.S. Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), work cooperatively on wildlife damage issues in Martin County, North Carolina.

Now therefore,

1. The County hereby grants unto USDA APHIS WS the exclusive use of:
 - a. one (1) office, #104 (approximately 121 square feet)
 - b. outside fenced in storage areas (approximately 2,000 square feet)

along with use of the Training Center and Conference Facilities located in Martin County Training Center, 104 Kehukee Park Road, Williamston, North Carolina, together with the necessary rights of ingress and egress.

2. The County agrees to provide routine maintenance and repairs to all of the building operating equipment.
3. All repairs, changes, additions, or improvements to the premises made by USDA APHIS WS shall be preserved in good working order and repair and replaced, as required, by USDA APHIS WS at its sole cost and expense. Such repairs, changes, or improvements will be subject to the concurrence and prior written approval of the County.
4. All repairs, replacements, and other property attached to or used in connection with the premises by or on behalf of USDA APHIS WS shall, immediately upon termination of this agreement, be surrendered to and become the property of the County without compensation by the County. Upon the termination or expiration of the agreement, USDA APHIS WS shall surrender the premises to the County in broom clean condition and in good order and repair except for ordinary wear and tear and damage.
5. USDA APHIS WS shall not transfer or assign the use herein granted.
6. The County will provide all utilities (excluding phone service), maintenance, and janitorial services. USDA APHIS WS will reimburse the County for the lease and various utility / maintenance services the amount of \$1,000/Annum; the funds will be automatically transferred to the County.
7. The County will allow USDA APHIS WS to have cable internet installed in the office for the purposes of internet access. TMACO will be responsible for processing the payment for these services on behalf of USDA APHIS WS.
8. It is mutually agreed that equipment purchased from Federal funds shall remain the property of USDA APHIS WS, subject to removal or other disposition at any time.
9. The County shall have the right to inspect the premises at any time to ensure compliance with the terms of this agreement.
10. Any liability of USDA APHIS WS is limited and governed by the Federal Employees Liability Reform and Tort Compensation Act of 1988 (PL 100-694).
11. USDA APHIS WS will observe and comply with health, sanitation, safety, firearm and ammunition storage, and pollution requirements and regulations set forth by local, State and Federal authorities.

12. The following will be the contact point for all notices or official communications:

County of Martin
305 East Main Street
PO Box 668
Williamston, NC 27892
David Bone, County Manager
Phone –252-789-4300
Fax –252-789-4309
dbone@martincountyncgov.com

USDA, MRPBS, ASD, Realty Team	USDA, APHIS, WS
Butler Square West, Suite 610C	North Carolina
100 North Sixth Street	6213-E Angus Drive
Minneapolis, MN 55403	Raleigh, NC 27617
Jennifer Rammer, Realty Specialist	Todd Menke, Assistant State Director
Phone – (612) 336-3212	Phone – (919) 594-0459
Fax – (612) 336-3553	Fax – (919) 782-4159
Jennifer.L.Rammer@aphis.usda.gov todd.a.menke@aphis.usda.gov	

This Use Agreement shall be effective November 13, 2017, and shall continue through June 30, 2021. This agreement can be renewed year to year as necessary and can be terminated by either party by providing 60 days-notice in writing to the other party. No member of or delegate to or Commissioner appointed by Congress shall be permitted to share in any part of this agreement or to any benefit to arise thereof, unless the sharing and benefit is made for the benefit of the general public. The signatories aver to that to their knowledge, no County or USDA APHIS WS employee has any personal or beneficial interest whatsoever in the service or property described herein.

In TESTIMONY WHEREOF this agreement has been executed by the parties hereto, in duplicate originals, as of the date first above written.

County of Martin

Chairman, Board of County Commissioners

Date

ATTEST:

Marion Thompson, Clerk to the Board

Date

United States Department of Agriculture
Marketing & Regulatory Programs

Jennifer Rammer, Realty Specialist

Date

Approval of Bid – Soil & Water Conservation District Storm Maintenance/Stream Debris Removal

County Manager Bone stated the Martin County Soil & Water Conservation District recently received notification of a grant allocation of \$42,665 to conduct vegetative debris removal work in various streams in Martin County, as part of Phase III of this grant program. This NC Department of Agriculture and Consumer Sciences grant, comes, in part, due to the effects of Hurricane Matthew. This current allocation would be in addition to the \$264,180, previously allocated to the District in Phases I and II, and would bring the District's total allocation to date to \$306,845.

During the process of Clearing and Snagging, contractors remove the debris from the clogged drainage-ways in a manner that is environmentally sound, while allowing streams to remove water from areas and roadways. It also promotes use by canoe enthusiasts, campers, fishermen, and people who want to get out and enjoy nature.

At its Regular Monthly meeting on November 6, 2017, the Soil & Water Conservation Board received and opened bids for clearing and snagging work. The contractor would performed work on Sweetwater Creek, Ready Branch, Back Swamp, and Hardison Mill Creek (equaling 94,200 linear feet). Of the four (4) bids received, Carolina Lawn and Environmental offered the lowest bid for the sum of \$ 96,013.20.

The Soil and Water Conservation Board recommended awarding the contract to Carolina Lawn and Environmental. The contractor was present at the Soil and Water Conservation Board meeting and stated he could begin work immediately. Inland fishery regulations will not allow this type of work to be done between February 15th and June 31st. As a result, this drainage work would be expected to take place prior to February 15, 2018.

Soil and Water Director Lynn Whitehurst stated the County used Carolina Lawn and Environmental, during Hurricane Isabel for clearing and snagging. Adding, the Soil and Water Conservation Board might present bids for clearing and snagging work concerning other sections of creeks and waterways at the December 13, 2017, for consideration by the Board of Commissioners.

Commissioner Bond made the MOTION to approve the lowest bid (\$96,013.20) and award the service contract to Carolina Law and Environmental, with a SECOND by Vice Chairman Bowen. The Board APPROVED the motion unanimously.

Approval of Bid – Transit Parking Lot (Ray Street Project) Lighting & Camera Installation

As stated in previous minutes, the Martin County 2016-17 CTP/Section 5311 grant application included a funding request in the Capital Budget for the development and paving of a parking lot for Martin County Transit (MCT) vehicles next to the County-owned building on Ray Street. The parking lot, with spaces for twenty (20) public transit vehicles, as well as the employee parking, would be a locked, fenced-in development with security cameras and lighting. The effort would be to make MCT vehicles and employees more secure against thief, vandalism, or terrorist threats.

In February 2017, Martin County awarded the engineering services contract for this project to The Wooten Company.

The Board of Commissioners accepted the engineer's recommendation for site work/paving, approved the low bid of \$48,575, and awarded the contract to B. E. Singleton & Sons, in June 2017

While the County solicited for three (3) bids for the Transit fence/gate project, Pamlico Fence Company submitted the only bid, which was for \$18,784. After NC DOT reviewed and approved the bid, the Board of Commissioners approved and awarded the bid to Pamlico Fence Company for the said amount, in September 2017.

To complete the work in the 2016-17 grant application, County staff asked the Board of Commissioners to approve and award a bid for the parking lot lighting and cameras to Donnie Whitehurst Electrical Service for \$ 29,695.00. NC DOT had already reviewed and approved the bid.

Additionally, Martin County applied for and NC DOT awarded funds to renovate the Ray Street building, as part of the 2017-18 CTP / Section 5311 grant.

Vice Chairman Bowen made the MOTION to approve and award the bid for parking lot lighting and cameras to Donnie Whitehurst Electrical Service for \$29,695.00, with a SECOND by Commissioner Bond. The Board APPROVED the motion unanimously.

Budget Amendments

Budget Amendments #13

Finance Director Cindy Ange stated the Bureau of Justice Assistance awarded the Martin County Sheriff's Office with \$3,768 under the 2017 Bulletproof Vest Partnership, and \$2,416 for the 2018 Bulletproof Vest Partnership. The Sheriff' Office would be using the awards to purchase National Institute of Justice compliant armored vests.

BUDGET ORDINANCE AMENDMENT-13

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

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

	Increase	Decrease
Public Safety Sheriff	\$ 6,184	

This will result in an increase of \$6,184 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	\$ 3,768
Restricted Intergovernmental	\$ 2,416

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 Bowen and SECONDED by Commissioner Bond to adopt the above budget ordinance amendment this 8th day of November 2017.

Budget Amendments #14

Finance Director Ange stated the Department of Agriculture and Consumer Services allocated an additional \$42,665 to Martin County Soil and Water District to conduct vegetative debris removal in streams in Martin County. These funds would be in addition to the \$264,180 previously allocated to the District, bringing the total allocation to \$306,845.

BUDGET ORDINANCE AMENDMENT-14

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

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

	Increase	Decrease
Economic & Physical Development		
Soil and Water	\$ 42,665	

This will result in an increase of \$42,665 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	\$ 42,665
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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 Smith and SECONDED by Commissioner Ayers to adopt the above budget ordinance amendment this 8th day of November 2017.

Budget Amendments #15

Finance Director Ange stated on July 5, 2017, a lightning strike caused significant damage to the SCADA system and other equipment housed at the Hassell Well in Oak City. The County filed an insurance claim for replacement and repair of the equipment, as well as overtime for

employees, who manually operated the system during that time. The NCACC Risk Pool would be paying the total amount of the claim, which would be \$23,565.

BUDGET ORDINANCE AMENDMENT-15

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

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

	Increase	Decrease
Administration		
Salaries – Overtime	\$ 745	
Operations		
Maintenance	\$ 11,130	
Capital Outlay	\$ 11,690	

This will result in an increase of \$23,565 in the expenditures of Water District #1. To provide an increase in the revenues for the above, the following revenues will be changed.

Insurance Proceeds	\$ 23,565
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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 Smith and SECONDED by Commissioner Bond to adopt the above budget ordinance amendment this 8th day of November 2017.

Budget Amendments #16

Finance Director Ange explained that during fiscal year 2017, Vidant-Bertie Hospital awarded Martin County Cooperative Extension Service a \$3,000 grant for the Expanded Food and Nutrition Program. Due to the vacancy in the position, an amount of \$2,035 remained unspent at the end of the fiscal year. Per the grant agreement, the County must return these funds to Vidant.

Vidant however gave Martin County Cooperative Extension \$9,000 in grant funding for this fiscal year that the Board of Commissioners approved on August 16, 2017.

BUDGET ORDINANCE AMENDMENT-16

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

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

	Increase	Decrease
Economic & Physical Development Cooperative Extension	\$2,035	

This will result in an increase of \$2,035 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	\$2,035
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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 Smith and SECONDED by Commissioner Bond to adopt the above budget ordinance amendment this 8th day of November 2017.

Additional Budget Amendments # 17 & #18 – Industrial Park Rail Extension Project

Finance Director Ange recalled to provide Weitron rail access for the new facility located in the Martin Regional Business Park, Martin County pursued and received awards from multiple funding sources, including NC Railroad Company, NC Commerce, NC DOT, and the Golden Leaf Foundation.

The project would involve the installation of approximately 4,900 track feet of industrial track, four (4) switches, demolition, clearing and grubbing, excavations, grading, importation of select fill material, if not available on-site, storm drainage (pipes and structures) and associated sedimentation/erosion control measures and related appurtenances to serve the Martin Regional Business Park.

Budget Amendment #17 would cover the Capital Project Budget Ordinance for the project.

Budget Amendment #18 would transfer funds from the General Fund to the Business Park Fund for the match for the project. The County appropriated \$82,150 of the total \$327,641 match in last fiscal year.

Vice Chairman Bowen made the MOTION to approved Budget Amendments #17 & #18 regarding the Industrial Park Rail Extension project, with a SECOND by Commissioner Ayers. The Board unanimously APPROVED the motion.

Capital Project Budget Ordinance
Weitron Rail Project
Fund 31
Budget Amendment # 17

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 capital project ordinance is hereby adopted:

Section 1. The project authorized is the planning, design and construction of the lead track and spur project at the Martin County Regional Business Park for Weitron Corp.

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

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

	Increase
Capital Outlay – Engineering fees	\$ 225,725
Construction	1,506,416
Concept Design	4,625
Wetlands Study	9,300
Contingency	150,000

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

	Increase
NC Railroad	\$ 467,000
Golden Leaf	200,000
NC DOT	200,000
NC Commerce – EIP	387,500
Weitron Contribution	300,000
MC EDC	13,925
Martin County	327,641

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of each of the granting agencies.

Section 6. Copies of this capital 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 8th day of November 2017.

Elmo “Butch” Lilley, Chairman

BUDGET ORDINANCE AMENDMENT-18

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

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

	Increase	Decrease
Transfers		
Business Park Fund	\$245,491	

This will result in an increase of \$245,491 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance Appropriation	\$245,491
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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 Bowen and SECONDED by Commissioner Ayers to adopt the above budget ordinance amendment this 8th day of November 2017.

BOARD REPORTS / COMMISSIONERS' COMMENTS

Chairman Lilley suggested having two (2) cars available for upcoming parades, if any other elected officials had been invited to travel with the Commissioners. Adding, there was poor visibility for the third passenger seat in the vehicle the Commissioners normally use.

Additionally, Chairman Lilley asked the Board to consider changing the monthly meeting time from 7 p. m. to 6 p. m.

Commissioner Smith noted the need to take in consideration the schedule of others, who would not be able to attend the meeting, if the Board decided to change the time.

CLOSED SESSION – NC G.S. §143-318.11(a)(3) Attorney Client Privilege

Around 7:45 p.m., Commissioner Smith made the MOTION to enter Closed Session in pursuant of NC G.S. §143-318.11(a)(3) Attorney Client Privilege, with a SECOND by Commissioner Bond. The Board APPROVED the motion unanimously.

Around 8:16 p.m., Vice Chairman Bowen made the MOTION to end Closed Session in pursuant of NC G.S. §143-318.11(a)(3) Attorney Client Privilege with a SECOND by Commissioner Bond. The Board APPROVED the motion unanimously.

OPEN SESSION

The Board took no action regarding the closed session.

ADJOURNMENT

With no further business to discuss, Vice Chairman Bowen made the MOTION to adjourn at 8:18 p.m., with a SECOND by Commissioner Bond. The Board APPROVED the motion unanimously.

The Martin County Board of Commissioners' next regular meeting would be Wednesday, December 13, 2017 at 7:00 p.m. in the Commissioners' Board Room of the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

Elmo "Butch" Lilley, Chairman

Marion B. Thompson, NCCCC
Clerk to the Board