

November 14, 2018

The Martin County Board of Commissioners met in Regular Session on Wednesday, November 14, 2018 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, and Clerk to the Board Jessica Godard.

Finance Director/Deputy Clerk Cindy Ange was absent.

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

Chairman Lilley extended a welcome to everyone and thanked those attending for their interest and participation in County issues. Chairman Lilley recognized the following elected/appointed official in attendance: Mayor Jerry McCrary of Parmele. Chairman Lilley also recognized Dr. Chris Mansfield, Martin County Schools Superintendent, and Mr. David Jenkins, Director of Career-Technical Education with Martin County Schools. Chief Deputy Drew Robinson was also in attendance.

AGENDA APPROVAL

The following items were presented to be added to the agenda:

- Resolution of Appreciation – J. Melvin Bowen
- Bid Awards – 2017 Essentials Single Family Rehabilitation Loan Pool – Disaster Recovery (ESFRLP-DR) Program from the NC Housing Finance Agency
- Closed Session – N C G. S. §143-318.11(a) (6) Personnel

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

PUBLIC COMMENTS – None

CONSENT AGENDA

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

- 1. Minutes** for October 10, 2108 Regular Session

2. **Financial Report** for September 2018 included for informational purposes.

3. **Tax Assessor – Tax Refund Requests – October 2018**

Parcel #02-01155 – Mr. Elbert Troy Manning was requesting a refund on behalf of Elbert M. Manning Heirs for a double list and payment of taxes for 2017 due to a double listing on two different parcels. After extensive research, the Tax Assessor’s office discovered the same outbuildings were double-paid in 2017. Charles Brent Roberson bought a lot from Mr. Manning’s parcel, but the outbuildings that Mr. Roberson owned were double-listed on both parcels for 2017 and 2018. The 2018 taxes for the double-listing were unpaid and had been released, but the 2017 release had been paid. Mr. Charles Roberson was the correct owner and taxpayer for the buildings. The value for 2017 for the outbuildings were \$88,920. Per N.C. General Statute 105-381(a)(1), Martin County is allowed to refund the current year plus 5 additional years due to an error from within the Tax Assessor’s office. If approved, the refund amount would be \$773.60 plus any additional interest and fees due from the county for year 2017. Mr. Manning was requesting the refund be applied to any outstanding taxes that he owed.

4. **Tax Assessor – Tax Relief Orders – September 2018**

Year Levy	Lname	Fname	Reason	Value	Total
2018	Jenkins III	Corris James	Over Assessment		184.44
2018	Spruill	Shenell Lashawn	Over Assessment		68.02
2018	Good News Church		Error in Landfill Fee		172.00
2018	Hamilton	Town of	Error in Landfill Fee		172.00
2018	Harrison	Benjamin Wayne	Error in Landfill Fee		172.00
2018	Manning	Elbert M Heirs	Double List		71.14
2018	Manning	Elbert M Heirs	Double List		702.47
				Total	\$1,542.07

5. **Tax Collector’s Report – September 2018**

	Category	Oct-18	Oct-18 Y-T-D
Real Property	20	\$492,396.03	\$2,646,158.08
Personal Property	25	<u>121,440.12</u>	<u>909,331.94</u>
Total		\$613,836.15	\$3,555,490.02
Motor Vehicle	30	<u>257.20</u>	<u>721.34</u>
Total MV		\$257.20	\$721.34
All Total		\$614,093.35	\$3,556,211.36

6. **Board Appointments/Reappointments**

a. Juvenile Crime Prevention Council

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

- Mr. Seth Edwards – District Attorney or Designee (Ex officio)
- Ms. Hope Eley – Designee for Trillium Director (Ex officio)
- Ms. Jessica Godard – Designee for County Manager David Bone (Ex officio) (To replace Ms. Marion B. Thompson)
- Mr. Richard James – Juvenile Defense Attorney (Ex officio)
- Ms. Sheila Godard – County Commissioner Appointee
- Mr. James Ward – Chief Court Counselor or Designee (Ex officio)
- Ms. Christine Manning – County Commissioner Appointee
- Ms. Vicky Manning – Designee for Local Health Director (Ex officio)
- Ms. Teresa Pearsall – Riverside Intervention Program Director (Ex officio)

The Martin County Board of Commissioners approved the appointments/reappointments to the Juvenile Crime Prevention Council, as a part of the Consent agenda.

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, 2020.

Those individuals recommended for appointment/reappointment are:

- Bear Grass Fire Department – Mr. JD Woolard
- Griffin Fire Department – Mr. Kenneth Perry
- Hamilton Fire Department – Mr. Travis Scott
-to replace Mr. Josh Brownfield
- Jamesville Fire Department – Mr. Randy Gardner
- Oak City Fire Department – Mr. Richard Cannon
- Robersonville Fire Department – Mr. David Jenkins
- Williamston Fire Department – Mr. Bill Jones

The Martin County Board of Commissioners approved the appointments/reappointments to the Fireman’s Fund Relief Trustees Board, as a part of the Consent agenda.

c. Bertie-Martin Regional Jail Commission

The Bertie-Martin Regional Jail Commission recommended that the Board of Commissioners reappoint Mr. John MacDonald to the BMR Jail Board for a two (2) year term, which would expire December 31, 2020.

The Martin County Board of Commissioners approved the reappointment to the Bertie-Martin Regional Jail Commission, as a part of the consent agenda.

7. Clerk Report (included for informational purposes)

INTRODUCTION OF NEW EMPLOYEE (S)

Frank Halsey, Deputy DSS Director introduced Ms. Martika Brown. Ms. Brown is a full-time transit driver with Martin County Transit, who started as a part-time driver.

The Board welcomed Ms. Brown to the Martin County workforce.

PRESENTATIONS

Resolution of Appreciation – J. Melvin Bowen

Vice Chairman Bowen made a MOTION to adopt the Resolution of Appreciation for J. Melvin Bowen, with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

The Resolution was read aloud by Clerk to the Board Jessica Godard. Each Commissioner gave their own remarks regarding their appreciation to Mr. Bowen and for his time and dedication working with the County as County Attorney. In addition, comments were made by several former employees who worked with Mr. Bowen in the past. Ms. Marion Thompson and Ms. Linda Hardison, former Clerks to the Board, as well as Mr. Russell Overman and Mr. Donnie Pittman, former County Managers. Current County Manager Bone also commented, giving thanks to Mr. Bowen and his wife, Myra for the dedication, leadership, and years of service to Martin County.

After all comments were given, Mr. Bowen took a picture with the Board of Commissioners, as well as the former staff members as his family. Also present were his wife Myra Bowen, son Scott Bowen, daughter-in-law Krystan Bowen, and grandson Garrett Bowen. Also, Mr. Bowen had his picture taken with the current and former County Managers, as well as the former and current Clerks to the Board.

Mr. Bowen stated he has enjoyed his time working with the County. Mr. Bowen recognized Kay and Hollie, two employees at the Bowen and Batchelor law firm, stating he will still be working some at the private practice.

**RESOLUTION OF APPRECIATION
J. MELVIN BOWEN**

WHEREAS, Mr. J. Melvin Bowen began his tenure as County Attorney for Martin County in September of 1995; and

WHEREAS, Mr. J. Melvin Bowen has exemplified the highest level of professionalism, while also providing outstanding legal advice and counsel for the County of Martin; and

WHEREAS, Mr. J. Melvin Bowen, a Martin County native, has practiced law in Martin County since 1973 and has been a partner in Bowen and Batchelor law firm since 1982; and

WHEREAS, prior to beginning his career practicing law, Mr. J. Melvin Bowen obtained his undergraduate degree and law degree through the University Of North Carolina at Chapel Hill, School Of Law, which helped prepare him for his successful career as an Attorney; and

WHEREAS, in addition to serving as the County Attorney for Martin County and in private practice, Mr. J. Melvin Bowen has also served as a Division Chair for the North Carolina Bar Association Board of Governors; and

WHEREAS, Mr. J. Melvin Bowen and his wife Myra have given their time, energy, and resources to numerous community and civic organizations and have been leaders in our community; and

WHEREAS, throughout his years of service, Mr. J. Melvin Bowen has earned the respect of those around him and has given that same respect in return; and

WHEREAS, the Martin County Board of Commissioners and Mr. J. Melvin Bowen have maintained an admirable relationship over the years, both personally and professionally; and

WHEREAS, Mr. J. Melvin Bowen has continuously gone above and beyond to assist in meeting the needs of the County of Martin, providing stellar guidance and humble, servant leadership;

NOW, THEREFORE, BE IT RESOLVED that the Martin County Board of Commissioners formally recognizes and honors Mr. J. Melvin Bowen, and expresses its deep gratitude and appreciation for his long and distinguished career with Martin County as County Attorney.

Adopted this 14th Day of November, 2018.

Elmo “Butch” Lilley, Chairman

Jessica Godard, Clerk to the Board

Volunteer Recognition – DSS Director Letecia Loadholt

The Martin County Department of Social Services and American Red Cross operated an Emergency Shelter at Riverside Middle School during the Hurricane Florence event, September 12-15, 2018.

As many as 120 individuals were housed at this shelter at one time. Martin County was greatly appreciative to its first responder community for their efforts and service to our community during that time. Martin County was also thankful to the Martin County Department of Social Services staff and American Red Cross volunteers who operated the emergency shelter and cared for our neighbors and loved ones. Riverside Middle School staff also assisted with the housing and feeding of the Emergency Shelter residents housed at the school, and Martin County was grateful for their service.

Furthermore, Mr. Jabrian Spruill was a young man who was staying at the shelter during that time with his family. He cheerfully assisted the DSS staff and American Red Cross volunteers throughout his stay at the shelter. Jabrian assisted with setting up, sanitizing, and breaking down

cots at the shelter, and was eager to help in any other way he could. DSS Director Letecia Loadholt wanted to recognize Mr. Spruill for his willingness to serve his community and for his efforts during Hurricane Florence.

Ms. Letecia Loadholt presented a certificate of recognition to Jabrian Spruill to honor his volunteerism during Hurricane Florence at the shelter in September 2018.

Chief Deputy Drew Robinson also presented a certificate of recognition to Jabrian Spruill on behalf of Sheriff Tim Manning and the Martin County Sheriff's office, honoring his service and acts of kindness at the shelter during Hurricane Florence in September 2018.

Commissioner Smith commented stating the importance of showing appreciation for young people who were doing such positive things and thanked Director Loadholt and the Sheriff's Office for recognizing Jabrian.

Cypress Grill Print Presentation

County Manager Bone presented the following information regarding the history of "The Cypress Grill":

The Cypress Grill, a restaurant on the banks of the Roanoke River in Jamesville and one of the last authentic "fish shacks", burned to the ground on July 22, 2018. It was a total loss. The restaurant was a Martin County institution and landmark for over 70 years. It was most known for its fried herring, a fish with an important local history dating back to Native Americans in the region. Some of the history of The Cypress Grill includes the following:

- It began as a "cook-up shack" in the 1930s where men would gather to cook, play poker and take a drink or two.
- After the first shack burned down, a holding pond for catfish occupied the space.
- Later, the pond was filled-in, and a second structure was built. That later became the Cypress Grill.
- While ownership of the land and building passed down through the family of Ransom Roberson— Ransom & Mae to son Alva (Red) and wife Mamie Roberson and most recently to their daughters Deane Phelps and Amy Hardison – two local families operated the restaurant for long periods, making it the well-known attraction that it became.
- Ellsworth Holliday (brother of Mamie Roberson) and Oscar Davenport ran the restaurant together early on. A recently found "business card" says that they offered lobster and other delicacies and would cater parties, as well.
- After that, the Williams family operated the restaurant for over two decades.
- Leslie Gardner and his late wife, Sallie, had the longest run by far with over 40 years of operating the Grill. Their daughter, Kathy Davis, took over the restaurant in 2012, and

“Miss Sally” continued making her famous pies for the restaurant until her death on July 28, 2017.

- The Grill also served as one of few local employment opportunities for many young people in Jamesville.

Herring fishing was a big part of the economy in the Roanoke, Chowan and other rivers. Visitors would crowd the banks of the Roanoke at Jamesville each Easter Monday and watch as the huge seine (net) hauled in thousands of herring. A “fishing machine” often could be seen across the river from the Grill.

The Cypress Grill was open seasonally, from January to April, when the herring moved up-river to spawn. The families who ran the restaurant were often tobacco farmers, as well. The annual herring run began in the dead of winter and helped carry families through until time to “set out” tobacco in the spring.

The restaurant was well known for its food, and its primitive atmosphere was just as much of an attraction. Located at the bottom of the “river hill,” it could be quite exciting just to drive down and park! The simple architecture of the building changed little over the years. In fact, you could still see the outdoors through cracks in the siding. People came from all over the state and beyond to take in the whole experience.

The Cypress Grill garnered attention with articles in *The New York Times*, *Southern Living* and *The Smithsonian*, as well as being covered on a radio segment of NPR’s *The Splendid Table*, to name a few. Even nationally known watercolor artist Mary Whyte spent time at the Grill to paint Sally, Leslie and the crew. Two of her paintings—one of “Mr. Leslie” carrying cleaned herring to the kitchen and another of “Miss Sally” breaching the fish for the frying pan—were included in her national show “The Working South.”

In a July 23, 2018 *Raleigh News & Observer* article, Raleigh insurance agent John Grimes was quoted, “For those of us who grew up in Eastern North Carolina, our lifeblood is the Roanoke, the Tar, the Pamlico. It’s our soul. The smell of the Roanoke River mixing with the smell of fried herring – that smell will forever be in my brain.”

To commemorate the history of the Cypress Grill and its contributions to our community, Martin County purchased a print of a black pen and ink drawing of the Cypress Grill by area artist Bailey Phelps (also the husband of one of the current property owners) for display in the Martin County Governmental Center. The new print will join a series of Martin County scenes by Phelps, which have been displayed in the building since 1982.

The print of the Cypress Grill was unveiled and hung in the Board of Commissioners Meeting Room. The print will join various other prints by Mr. Bailey Phelps that have been displayed since 1982 in the Martin County Governmental Center.

Recent operators of the Grill, Leslie Gardner and Kathy Davis, and property owners Amy Hardison and Deane Phelps, along with Artist Bailey Phelps, were invited to attend the meeting. Mr. Leslie Gardner was unable to attend due to his health. Mr. Bailey Phelps presented a print of

the Cypress Grill to Ms. Kathy Davis to thank her for all of her help and dedication over the years to the restaurant, and had one to be given to Mr. Leslie Gardner as well.

Each Commissioner gave remarks regarding the loss of the Cypress Grill, and appreciation for the owners' and operators' efforts over the years, and the well-known history of the restaurant. The Commissioners took photos with Mr. Phelps and Ms. Davis, as well as Ms. Amy Hardison and Ms. Deane Phelps.

Martin County ABC Annual Report

Ms. Lynn Sadler, Martin County ABC General Manager, presented the Martin County ABC Annual Report.

General Manager Sadler stated the sales were up slightly this year from last year. Mixed beverage sales were up considerably, due to restaurants such as Georgia Deans, Red Heron, and Ribeyes. With that comes expenses, but ABC was able to maintain the agency profit at over 7%. General Manager Sadler reported the ABC expenses were only up \$7,000 from the prior year, and staff was working to keep that under control. Ms. Sadler further reports Martin County ABC was still able to do profit distribution to the county and towns in the area. The profit distribution was able to help law enforcement. General Manager Sadler stated the bottle tax rehab goes to Martin County, as well. Manager Sadler states just in the 1st quarter of the fiscal year, sales were already up as much as last year.

General Manager Sadler reported the Robersonville store was on the move. General Manager Sadler stated overall, sales were still up.

Commissioner Bond thanked General Manager Sadler, the staff, and ABC Board for all of the hard work.

Chairman Lilley thanked General Manager Sadler for the information and encouraged everyone to keep up the good work.

Amount of ABC Funds Received \$3,500

ABC Funds Restrictions per County Allocation: None

Per GS 18B-805(h) since Trillium Health Resources received Alcoholism (ABC) Funds from Martin County, Martin County ABC is required to provide an annual report to the board of county commissioners describing how the funds were spent. The following provides a brief description of the expenditures that were paid from July 1, 2017 to June 30, 2018.

Healing Transitions in Wake County: \$ 5,715 was paid for 127 days for individuals from your county to the Healing Transitions in Wake County for substance abuse treatment, specifically for detoxification services and recovery treatment.

*Substance Abuse Treatment Services: \$ 230,268 was paid for 113 individuals from Martin county to providers for substance abuse treatment.

These Substance abuse treatment expenditures were spent for the treatment of alcoholism or substance abuse. These funds were paid to providers who contracted with Trillium to provide

substance abuse treatment to consumers with an address in Martin County. Services provided included but were not limited to the below:

- Assessment/evaluation
- Outpatient treatment and counseling, including face to face and telepsychiatry and both individual and group
- Mobile Crisis
- Substance Abuse Intensive Outpatient Therapy
- Facility Based Crisis
- Opioid Treatment

*Denotes State funds paid for services for consumers residing in Martin County with substance abuse diagnosis. This does NOT include Medicaid funds paid for the same.

Career Technical Center Update – Dr. Chris Mansfield

Martin County had been partnering with the Martin County Board of Education, Martin Community College and Martin County EDC for the past couple of years in the planning for a Career-Technical Center for the school system. This facility would be key component to the Board of Education's career readiness education goals, as well as its long-term school consolidation plan. The site for the Career-Technical Center would be Martin County EDC's NC Telecenter. \$1 million was included in the 2018-19 Budget for this project.

The Martin County Board of Education applied for a Needs-Based Public School Capital Fund grant again in 2018, and a grant award of \$5.3 million was announced on October 8, 2018.

Superintendent Chris Mansfield, MCC President Paul Hutchins, EDC President Jason Semple and County Manager David Bone recently met to discuss moving forward with this project. The Department of Public Instruction approval process must be followed throughout the project. Martin County EDC and the Board of Education would need to work-out the sale/purchase of the property. The Board of Education would need to determine their process for the design of the project.

County Manager Bone asked Superintendent Mansfield to provide an update on the project to the Board of Commissioners at the November 14th, 2018 Board of Commissioners meeting.

Dr. Mansfield presented a slideshow presentation to the Board of Commissioners highlighting the potential curriculum for the proposed Career-Technical Center. Dr. Mansfield highlighted the challenges with building a Career-Technical Center, stating the skills taught should be relevant not only now, but in the future. Information to consider included local and regional industry needs and trends.

Dr. Mansfield provided detailed data compiled by the NC Department of Commerce, showing information such as population growth, employees by age group, labor force, commuting patterns and commute times. Further information was presented on projected growth industries, projected high-growth occupation groups, and projected occupational openings, for various

regions in the state of North Carolina. With the design of the Career-Technical Center, the curriculum should aim at meeting those industry needs, and should be adaptable to any changes in industry needs within the community.

Dr. Mansfield stated there was no way to provide programs for every occupation, but was more reasonable to offer a few programs that were relevant to industry needs and do them well. The programs offered by the Career-Technical Center would ideally not be replicate programs, such as programs that were already offered by Martin Community College. The Career-Technical Center should include health sciences, business & financial operations, Industrial processes, and technology, engineering and design.

Dr. Mansfield explained some questions to consider when evaluating possible career curricula included whether the program aligned with occupation outlook data, whether the program would provide students with the opportunity to earn industry credentials, and whether the program was cost effective to install and implement. Other factors to be considered included whether the proposed programs replicated current programs offered at Martin Community College, if the program allowed students to matriculate into a similar program at Martin Community College, and whether authentic learning experiences could be developed for the program (internships, apprenticeships, long-range projects, etc.)

Dr. Mansfield stated the potential career curriculum areas include Health Sciences (nursing, pharmacy technology, and health systems informatics), Business and Financial Operations (business management and administration, accounting and finance, informatics), Industrial Processes (integrated production technologies, logistics and supply-chain management), and Technology, Engineering, and Design (automated materials joining technology).

Mr. David Jenkins, Career-Technical Education Director stated the importance of educating high school students about the careers and options that were available, as well as the importance of educating students as young as elementary school about being career ready and college ready. He further stated the importance of students being able to adapt to the ever changing career force.

Chairman Lilley stated this was a unique approach, and he appreciated all of the time and effort put into this project.

Mr. Jenkins explained the team met quarterly with industries in the area to keep abreast of the needs in the community and would assist in the planning and ongoing development of curricula.

Commissioner Smith shared his service on the NC Works Commission, and he said 90-95% of the people who sit on that board are CEO's/Presidents of very successful companies. Commissioner Smith spoke about Cybersecurity in NC, citing 18,000 jobs were opening in the cyber field. Commissioner Smith continued, speaking of the opportunities available in our state, and emphasized the importance of skills/trades, as much as college degrees, because jobs that required hands-on, trade skills could be very high paying jobs.

Commissioner Bond stated he would like to see the Career-Technical Center finished, and since the money was available, questioned how long it would take and if there was enough money to get it done. The Board Of Education (BOE) has to purchase property from Economic

Development Corporation (EDC), and Dr. Mansfield said he had already spoken with Jason Semple to initiate a conversation about how to proceed. Next, the BOE would have to bid out for a design firm, once the property has been conveyed. There was also a local match requirement. The Martin County Board of Commissioners had already appropriated funds, and the BOE was prepared to appropriate funds, as well. Dr. Mansfield said his goal was to begin construction by summer 2019, and he estimated the construction would take a year to complete.

Commissioner Smith asked about the local match requirement. Dr. Mansfield stated 1:3, or 25% match. BOE cannot use any funds to purchase property from EDC as a local match. Commissioner Smith asked if the property from EDC be considered aid in-kind; County Manager Bone stated the building can't be considered as an in-kind match. County Manager Bone recalled Martin County had budgeted \$1 million from the Hospital Fund to go towards this project. Commissioner Smith stressed the importance of strong partnership in order to get the project going in a timely manner.

County Manager Bone stated there was debt associated with the building owned by EDC, and that was being taken into consideration throughout the process of conveyance of the building to the BOE.

PUBLIC HEARING – None

OLD BUSINESS – None

NEW BUSINESS

Offer by Martin County Board of Education to Purchase Edna Andrews School Property

County Manager Bone stated the Town of Hamilton had expressed interest in acquiring the Edna Andrews School property in Hamilton. As a result, the Board of Education directed Superintendent Chris Mansfield on November 5, 2018 to send a letter to the Board of Commissioners to ask if the County was willing to assume ownership of the Edna Andrews School property in Hamilton.

County Manager Bone explained the disposition of school property is governed by NC General Statute § 115C-518. Part of this statute states:

“...Provided, when any real property to which the board holds title is no longer suitable or necessary for public school purposes, the board of county commissioners for the county in which the property is located shall be afforded the first opportunity to obtain the property. The board of education shall offer the property to the board of commissioners at a fair market price or at a price negotiated between the two boards. If the board of commissioners does not choose to obtain the property as offered, the board of education may dispose of such property according to the procedure as herein provided...”

The statute requires the Board of Education to offer the property to the Board of Commissioners at a fair market price or at a price negotiated between the two boards.

The Board of Commissioners was asked to provide direction concerning the offer from the Martin County Board of Education to purchase the former Edna Andrews School.

Commissioner Smith made a MOTION to proceed with the purchase of the Edna Andrews School Property from the Martin County Board of Education, with a SECOND from Commissioner Bond. Vice Chairman Bowen asked for clarification on whether or not unused school property would automatically be transferred to the County, and County Manager Bone stated it was not automatic, but that it had to be offered to the County first. Commissioner Smith stated he has spoken with Hamilton town officials, and they were concerned and wanted to be able to use the facility for various community activities in Hamilton. Commissioner Smith stated he supported trying to help out the Town of Hamilton with this property, and hoped that the process would be completed expeditiously. Dr. Mansfield reported the last time a similar situation arose with an unused school property, the Board of Education staff met with the County's legal team and County Manager to negotiate a buying price, and that was brought to the Board of Commissioners. Dr. Mansfield anticipated this process would be very similar.

Engineering Services Agreement with The Wooten Company for the Prison Camp Road Utility Relocation Project

County Manager Bone explained the N.C. Department of Transportation planned to upgrade Prison Camp Road (State Road 1142) from NC-903 to State Road 1182 (East College Road, MCC). The project involved 9.6 miles of road at an estimated cost of \$25.8 million. Construction of the project was scheduled to begin in 2020.

County Manager Bone further stated Martin County had water utility infrastructure along this corridor. Some of this infrastructure needed to be relocated, due to the widening project. Engineering plans would be required. NCDOT provided the option of allowing their contract engineers to provide this service, or Martin County could have its engineering consultants provide the service, and NCDOT would reimburse Martin County for the engineering services.

Martin County informed NCDOT that it wanted The Wooten Company to perform this work. The Wooten Company had to prepare an estimate, broken down as to the estimated cost of preliminary engineering, overhead rate, job classification pay rate, indirect cost rates, cost of capital rate and estimated man-day hours all in sufficient detail to provide NCDOT a reasonable basis for analysis. NCDOT then had to approve The Wooten Company's estimate and scope of work, which it has.

The Engineering Services Agreement between The Wooten Company and Martin County that outlined the scope of services and contractual relationship for this project was given to each Commissioner. This agreement had been approved by NCDOT.

A similar agreement was approved by the Board of Commissioners in August 2018 for the US-17 Utility Relocation project.

The Board was asked to approve the Engineering Agreement with The Wooten Company for the Prison Camp Road Utility Relocation Project.

Vice Chairman Bowen made a MOTION to approve the Engineering Services Agreement between The Wooten Company and Martin County for the Prison Camp Road Utilities Relocation Project (*entered into these minutes by reference title "Short Form of Agreement Between Owner and Engineer for Professional Services, Martin County Water and Sewer District #2 / L.E. Wooten & Company dba The Wooten Company"*), with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

Amendment to CBDG Grant Agreement with The Wooten Company – AR Textiles and Weitron Project

County Manager Bone recalled both the AR Textiles and Weitron CBDG projects need amendments to the grant agreements with The Wooten Company, and staff was suggesting both amendments be taken as one item.

One of the requirements of the grant administration is to review payroll submittals and conduct employee wage interviews for all contractors. There was an unusually high and unanticipated number of contractors (27) involved in the AR Textiles project, which required additional time by The Wooten Company. Additionally, the timetable for the project has been extended twice. County Manager Bone cited various difficulties and challenges, and more time was needed to meet the job creation requirement.

County Manager Bone reported the Weitron project was moving along very quickly; however, there were about three times the amount of subcontractors than were anticipated. Eight (8) contractors were anticipated, and Twenty (20) contractors have participated in the project to date. County Manager Bone pointed out that with each new subcontractor, there was a need for additional time for administration, documentation, etc.

The Commissioners were given two letters from The Wooten Company to review – one concerning the AR Textiles project, and one about the Weitron project. The Wooten Company offers two options for the AR Textiles project:

1. Extend the agreement with The Wooten Company and allow them to complete the grant administration for this project with a not-to-exceed amount of \$8,000.
2. Turn over all project-related documents to Martin County and allow Martin County staff to complete the CBDG administration for the project.

Staff recommended acceptance of the not-to-exceed amount of \$8,000 to allow The Wooten Company to complete the grant administration of the AR Textiles project.

In its second letter, The Wooten Company requested a not-to-exceed increase in fees of \$9,000 to compensate them for additional time involved in the CBDG grant administration for the Weitron project. Staff also recommends acceptance of these terms.

The Board was asked to authorize the County Manager to approve the contract amendments with the additional compensation, as presented.

Commissioner Smith made a MOTION to approve the amendments to CDBG Grant Agreements with The Wooten Company for the A.R. Textiles and Weitron projects, with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

NC Rural Ready Sites Grant Agreement

On February 7, 2018, Governor Roy Cooper announced a new grant program, Rural ReadySites, which received \$12 million in funding. The program funds public infrastructure projects that benefit economic development. Water, sewer, and industrial access improvements are given higher priority. Eligibility was limited to government entities in Tier 1 or 2 counties.

On March 14, 2018, the Board of Commissioners approved the submission of a Rural ReadySites pre-application to the North Carolina Department of Commerce in the amount of \$1,126,600 for expansion of the gravity sewer system and the rehabilitation of the existing elevated storage tank at the Martin County Regional Business Park. The request was for \$1,013,940 in grant funds to be accompanied by a County match of \$112,660. The pre-application was submitted to NC Commerce on April 6, 2018.

On June 22, 2018 the Department of Commerce announced that Martin County was one of 10 grant pre-applications approved for funding. On October 10, 2018, the Board of Commissioners approved submittal of a full application to the ReadySite program.

The full Rural ReadySites grant application had been approved, and the grant agreement had been received.

The Martin County Board of Commissioners was asked to approve the Rural ReadySites grant agreement.

Commissioner Smith made a MOTION to approve the Rural Ready Sites grant agreement (*entered into these minutes by reference title "Rural Economic Development Grant Agreement – Rural Ready Sites"*), with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

Contract with The Wooten Company for the NC Rural Ready Sites Grant Project

The contract with The Wooten Company was provided for engineering services associated with the grant.

The project scope of work included the following water tank maintenance:

- The interior and exterior blasting of the elevated storage tank,
- Sealing and repair of weld seams,
- Repair of safety climb system, and
- Painting.

Additionally, the scope of work included:

- The installation of 1,300 linear feet of 4-inch force main sewer,

- The installation of 1,200 linear feet of 8-inch PVC sanitary sewer,
- Construction of a new pump station,
- Upgrades to the existing pump station, and
- Construction of 6 new manholes.

The services to be performed by The Wooten Company include:

- Project design,
- Permit submittal,
- Bidding management, and
- Construction oversight.

Construction is expected to start in the summer of 2019 and last 5 months.

The Martin County Board of Commissioners was asked to approve the contract with The Wooten Company.

Vice Chairman Bowen made a MOTION to approve the contract with The Wooten Company (*entered into these minutes by reference title "Short Form of Agreement Between Owner and Engineer for Professional Services – Water Infrastructure Rehabilitation and Sewer Expansion"*), with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

Engineering Services Contract with W.K. Dickson for the Martin County Airport Design and Bidding for a Parallel Taxiway

Martin County received notification of a \$175,000 grant from the NC Department of Transportation, Division of Aviation for the design of a full, parallel taxiway at the Martin County Airport. A parallel taxiway connects the end of the runway with the terminal, hangars and aprons. A parallel taxiway would provide the ability to move aircraft so they would not interfere with takeoffs or landings.

Martin County Airport has a partial parallel taxiway, which was funded with mostly grant funds in 2012. A full parallel taxiway would run the full length of the 5,000 foot runway. The full parallel taxiway would help Martin County attract and accommodate larger aircraft and provide an additional layer of airport safety.

By having a full, parallel taxiway already designed, Martin County would be ready to pursue an additional grant for the construction of the project.

No local match was required for the grant.

The work authorization would authorize the County's airport consultant, W. K. Dickson, to proceed with the design and bidding of the Parallel Taxiway project. The design of the parallel taxiway should begin early in 2019. A review of the work authorization and Independent Fee Estimate (IFE) was currently being performed by the Division of Aviation.

The Board of Commissioners was asked to conditionally approve the work authorization for W. K. Dickson for the Parallel Taxiway Design project, pending approval of the work authorization by the Division of Aviation (with no major adjustments).

Commissioner Ayers made a MOTION to approve the work authorization to authorize W.K. Dickson to proceed with the design and bidding of the Parallel Taxiway project (*entered into these minutes by reference title "Work Authorization #6 – Martin County Airport Parallel Taxiway Final Design & Bidding – Contract for Professional Services"*), with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

Contract with YoungWilliams for Child Support Collection Services

County Manager Bone stated this item had been in review and discussion for several months. Martin County sought proposals in the administration of the Child Support Enforcement program on a contract basis beginning in the 2018 – 19 fiscal year. Child Support RFP submittals were received on September 27th, 2018. Two submittals were received – one from YoungWilliams, and one from Northeast Child Support Services, Inc. DSS Director Letecia Loadholt and County Manager David Bone reviewed the two submittals and recommended contracting with YoungWilliams.

Young Williams was selected as the contractor of choice.

YoungWilliams provided two proposals in its bid response. The first proposal involves the establishment of a YoungWilliams office in Williamston. The second option involves consolidation with the Beaufort County office. (Under Option #2, employees would work in Beaufort County and would travel to Martin County to meet with clients, attend court, etc.)

The DSS Board recommended Option #1, with establishing an office in Martin County. Manager Bone recommended Option #2. The Board of Commissioners approved Option #1 at its October 10, 2018 meeting.

Since the October 10, 2018 Board of Commissioners meeting, a service contract with YoungWilliams was received. The contract involves providing staffing with five full-time positions. Contract services would begin January 1, 2019. YoungWilliams would provide services at an office location it is securing in the area. YoungWilliams had asked to utilize the current Martin County Child Support Collection space for a short interim period, while they worked to establish its office. It was anticipated this arrangement would not last for more than one month.

The proposal had been presented to the DSS Board, and they had endorsed the plan.

DSS Director Letecia Loadholt stated YoungWilliams was proposing to work in the current Martin County space. At the time of the meeting, Child Support services had 4 employees as opposed to 7 in the past. The plan to utilize the current Martin County space, along with YoungWilliams bringing in 1-2 additional employees, was to prevent service interruptions. Director Loadholt had communicated with YoungWilliams regarding pro-rating the contract fee due to utilizing the Martin county space for a limited amount of time. At the time of the

meeting, Director Loadholt had not received correspondence back from YoungWilliams. Also, the contract was based on 5 positions, and now the staff had been reduced to 4, and Director Loadholt was also advocating for contract to be pro-rated based on staff as well. YoungWilliams was asking to come in on January 1^s, 2019 until February 1st, 2019 with anticipation of being in the new space prior to February 1st, 2019.

Commissioner Smith expressed concerns regarding the remaining four (4) staff members [as opposed to the previous number of seven (7)]. Commissioner Smith wondered if YoungWilliams was planning to bring the number of staff back up to seven (7), like what was stated in the original contract. Commissioner Smith further expressed concerns that the department is understaffed. Director Loadholt stated YoungWilliams had communicated plans to bring on an additional 1-2 staff members. She further stated YoungWilliams had innovative techniques that would not require as many staff to get the work done effectively.

County Manager Bone reiterated that YoungWilliams was confident that the job could be done effectively with less than seven staff members because of their expertise and resources in the field of child support collection services. He further stated YoungWilliams had increased the proficiency at each of the current agencies they operated in North Carolina.

The Board of Commissioners was asked to approve the contract with YoungWilliams.

Because of the discussed concerns, but to keep the process moving forward while maintaining current level of service, County Manager Bone suggested the Board to allow Director Loadholt, County Manager Bone, the DSS Board, and the County Attorney latitude to move forward with the contract as presented, but with the understanding that YoungWilliams would need to provide additional information, and assurances, and staff be able to tweak terms/language based on the response from YoungWilliams.

DSS Director Loadholt stated YoungWilliams had offered to come in December 2018 to start administering program in order to increase productivity; however, with the short time-span, DSS/Child Support was not prepared to receive YoungWilliams in December 2018. Director Loadholt stated the YoungWilliams staff were very willing and ready to come in and help administer the program.

Commissioner Smith stated he respected and supported DSS Director Loadholt, the DSS Board, County Manager Bone and this initiative, but still had the noted concerns.

Commissioner Bond asked if the questions from YoungWilliams could be presented at the organization meeting on December 3rd, 2018. Director Loadholt stated she hoped to have the answers from YoungWilliams the following day and would forward that information to County Manager Bone when she received them. Director Loadholt stated DSS had to have a Reduction-In-Force plan with a 30-day notification period prior to the final transition date, so it was recommended to accept the contract at tonight's meeting, to prevent a delay in the start of services.

Commissioner Smith made a MOTION to accept the contract as presented, with the understanding that YoungWilliams would need to provide additional information and assurances,

and staff be authorized to tweak terms/language based on the response from Young Williams. Vice Chairman Bowen SECONDED. The motion was APPROVED unanimously.

Consideration of Resolution by the Martin County Board of Commissioners Declaring November 2018 Adoption Month

DSS Director Loadholt stated November is “National Adoption Awareness Month”. Governor Roy Cooper issued a Proclamation on October 23, 2018, proclaiming November 2018 as “Adoption Month” in North Carolina. The Proclamation was issued, in hopes of bringing awareness on behalf of hundreds of children in the State of North Carolina that are currently in foster care, and to celebrate foster and adoptive families.

Currently, there are 8,971 children in foster care in North Carolina. In 2017, there were 1,528 children adopted in North Carolina. Currently Martin County has 9 children slated for adoption with hopes to be adopted by the end of the current fiscal year.

DSS Director Letecia Loadholt requested that the Board of Commissioners adopt a Resolution, declaring November 2018 “Adoption Month” for Martin County.

Vice Chairman Bowen made a MOTION to adopt the Resolution declaring November 2018 “Adoption Month” in Martin County, with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

RESOLUTION BY THE MARTIN COUNTY BOARD OF COMMISSIONERS DECLARING NOVEMBER 2018 ADOPTION MONTH IN M MARTIN COUNTY

WHEREAS, the annual observance of Adoption Month celebrates all North Carolina adoptions; and

WHEREAS, the 2018 national theme for Adoption Month is “In Their Own Words: Lifting Up Youth Voices; North Carolina families are encouraged to share their hearts and homes with older youth at risk of aging out of foster care waiting to be adopted; and

WHEREAS, every child deserves the opportunity to grow up in a loving, stable family, and adoption is one way to build a family; and

WHEREAS, caring adults and committed families can make all the difference in the lives of young people, sibling groups, children with special needs, and teenagers; and

WHEREAS, 8,791 children in North Carolina are currently in foster care, and 1,528 children were adopted in 2017; and

WHEREAS, each County Department of Social Services in the State of North Carolina works diligently to place foster children in adoptive homes; and

WHEREAS, NC Kids Adoption and Foster Care Network with the North Carolina Department of Health and Human Services, Division of Social Services, recruits approved adoptive families with the hope of placing current children in foster care who are awaiting adoption; and

WHEREAS, Adoption Month is an opportunity to celebrate foster and adoptive families and spread awareness on behalf of the hundreds of children in foster care in North Carolina who continue to wait for a loving permanent family; and

WHEREAS, the State of North Carolina encourages communities, businesses, groups, schools, faith-based organizations, families, and individuals to participate in efforts to recruit permanent, loving families for North Carolina's waiting children.

NOW, THEREFORE, BE IT RESOLVED that the Martin County Board of Commissioners do hereby proclaim November, 2018 as Adoption Month in Martin County, and commend its observance to all citizens.

Adopted this 14th day of November, 2018.

Elmo "Butch" Lilley, Chairman

Jessica Godard, Clerk to the Board

Resolution Authorizing Martin County, NC to Engage in Electronic Payments; Update to Martin County Purchasing Policy

County Manager Bone explained the 2015 Legislature modified NC General Statute §159-28 (d2) to allow the Local Government Commission (LGC) to adopt rules to address the execution of the pre-audit and disbursement process related to electronic transactions for local government units. The new pre-audit and disbursement rules were effective November 1, 2017, and exist as part of the North Carolina Administrative Code (20 NCAC 03.0409) and (20 NCAC 03.410).

Units of government could now be exempt from the pre-audit certificate and disbursement certificate requirements on electronic transactions if they followed the requirements as detailed in the new administrative code rules.

It is important to note that none of these rules changes exempt a unit of government from going through the pre-audit process – the rules only exempt a unit from affixing the certificate of pre-audit on electronic transactions.

There were multiple steps a unit of government had to take in order to take advantage of the rule change. The first is for the governing board to adopt a resolution authorizing the unit to engage in electronic obligations. Martin County is currently engaging in electronic payments with regard to the purchasing cards and the fuel cards. Martin County also utilized electronic disbursement to pay the bank for purchasing card transactions and to wire some funds for debt payments.

Another step the unit of government must take is to adopt written policies outlining procedures for pre-auditing obligations and disbursements. Most of these requirements were already fulfilled in the County's current Purchasing Policy; however, the fuel cards were not addressed

in the current policy, nor was there language concerning the disbursement requirements. Staff had updated the policy to include those sections.

The Board was asked to:

- Approve the resolution to authorize Martin County to engage in electronic payments.
- Adopt the updated Purchasing Policy.

Commissioner Smith made a MOTION to approve the resolution to authorize Martin County to engage in electronic payments, as well as to adopt the updated Purchasing Policy. Vice Chairman Bowen SECONDED. The Board APPROVED the motion unanimously.

**MARTIN COUNTY, NORTH CAROLINA
RESOLUTION AUTHORIZING MARTIN COUNTY, NORTH CAROLINA
TO ENGAGE IN ELECTRONIC PAYMENTS AS DEFINED BY G.S. 159-28 OR G.S.
115C-441**

WHEREAS, it is the desire of the Martin County Board of Commissioners that the County of Martin is authorized to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441, and;

WHEREAS, it is the responsibility of the Finance Director who is appointed by and serves at the pleasure of the County Manager, to adopt a written policy outlining procedures for disbursing public funds by electronic transaction as required by NC Administrative Code 20 NCAC 03.0410;

NOW, THEREFORE, BE IT RESOLVED, by the Martin County Board of Commissioners:

Section 1. Authorize the County of Martin to engage in electronic payments as defined by G.S. 159-28 or G.S. 115c-441;

Section 2. Authorize the Finance Director to adopt a written policy outlining procedures for pre-auditing obligations that will be incurred by electronic payments as required by NC Administrative Code 20 NCAC 03.0409;

Section 3. Authorize the Finance Director to adopt a written policy outlining procedures for disbursing public funds by electronic transaction as required by NC Administrative Code 20 NCAC 03.0410; and

Section 4. This resolution shall take effect immediately upon its passage.

Upon motion of _____, and seconded by _____, the foregoing resolution was approved on _____, 20__.

Elmo "Butch" Lilley, Chairman

Bid Awards – 2017 Essentials Single Family Rehabilitation Loan Pool – Disaster Recovery (ESFRLP-DR) Program from the NC Housing Finance Agency

North Carolina Housing Finance Agency's (NCHFA) Single Family Rehabilitation Program offers funding to local organizations with the goal of making long-term positive impact on the state's stock of standard affordable housing by encouraging the comprehensive rehabilitation of existing, moderately deteriorated, single-family housing units owned and occupied by lower-income elderly or disabled homeowners (below 80% of the area median income).

County Manager Bone recalled in March 2017, Martin County received an initial \$150,000 allocation of 2017 Essentials Single Family Rehabilitation Loan Pool – Disaster Recovery (EDFRLP-DR) funding from the NC Housing Finance Agency (NCHFA) to assist homeowners who received a minimum of \$5,000 of damage from Hurricane Matthew, Tropical Storm Julie, and/or Tropical Storm Hermine. The NC Housing Finance Agency provides 100% of the funding of this program.

On August 22, 2018, Martin County received bids for 8 housing rehabilitation contracts under this program. Multiple bidders participated. On September 12, 2018, the Board of Commissioners approved these bids.

McDavid Associates had assisted Martin County in securing additional funding under this program.

On October 23, 2018, Martin County received bids for 8 additional houses under the 2017 ESFRLP-DR program. Mike Barnette, of McDavid Associates, provided a bid tabulation sheet and potential conflict of interest verifications. Mr. Barnette recommended approval of the bids.

County Manager Bone stated future bids were expected as a part of the loan pool, and Mr. Barnette, of McDavid Associates, recommended the Board of Commissioners authorize the County Manager to approve future low bids (hard costs), as well as soft costs associated with the 2017 ESFRLP-DR program, in order to get projects done more quickly.

The Board of Commissioners was asked to approve Mike Barnette's recommendation to award the bids received on October 23, 2018 to the low bidders, and to authorize the County Manager to approve future low bids (hard costs), as well as soft costs associated with the 2017 ESFRLP-DR program.

Commissioner Bond made a MOTION to approve the bids as recommended by Mike Barnette, as well as authorize the County Manager to approve future low bids associated with the 2017 ESFRLP-DR program. Commissioner Smith SECONDED. The Board APPROVED the motion unanimously.

Budget Amendment(s)

Budget Amendment #11

County Manager Bone stated the Department of Agriculture and Consumer Services had allocated an additional \$247,331 to Martin County Soil and Water District to conduct vegetative debris removal in streams in Martin County. These funds were in addition to the \$306,845 previously allocated to the District, bringing the total allocation to \$554,176.

District Director Lynn Whitehurst was currently working on a bid package for the contractors. Director Whitehurst would be focusing on Ross Swamp, Collie Swamp, Flat Swamp, and Conoho Creek.

The staff recommended approval of Budget Amendment #11.

Commissioner Ayers made a MOTION to approve Budget Amendment #11, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

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, 2019.

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

	Increase	Decrease
Economic & Physical Development		
Soil and Water	\$ 247,331	

This will result in an increase of \$247,331 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	\$ 247,331
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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 #12

County Manager Bone stated Syfan Manufacturing, Inc. was awarded a One NC Fund Grant in 2014. They had met several of the requirements, and the NC Department of Commerce had awarded the company \$24,960. These funds would be forwarded to Syfan.

Staff recommended approval of Budget Amendments #12.

Commissioner Smith made a MOTION to approve Budget Amendment #12, with a SECOND from Vice Chairman Bowen. The Board APPROVED the motion unanimously.

BUDGET ORDINANCE AMENDMENT-12

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

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

	Increase	Decrease
Syfan One NC Grant Administration	\$24,960	

This will result in an increase of \$24,960 in the expenditures of the Program Grant Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Intergovernmental Revenue	\$24,960
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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 #13

County Manager Bone stated The North Carolina Department of Transportation awarded \$175,000 to Martin County for the design of the parallel taxiway at the Martin County Airport. There was no match required for these funds.

Staff recommends approval of Budget Amendments #13.

Commissioner Ayers made a MOTION to approve Budget Amendment #13, with a SECOND from Commissioner Smith. The Board APPROVED the motion unanimously.

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, 2019.

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

	Increase	Decrease
Transportation		
Engineering fees	\$175,000	

This will result in an increase of \$175,000 in the expenditures of the Airport Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Intergovernmental Revenue	\$175,000
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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.

BOARD REPORTS / COMMISSIONERS' COMMENTS – None

CLOSED SESSIONS

N C G. S. §143-318.11(a) (6) Personnel

Around 9:11 p.m., Commissioner Smith made a MOTION to enter closed session, in pursuant of N C G. S. §143-318.11(a) (6) Personnel, Vice Chairman Bowen SECONDED. The Board APPROVED the motion unanimously.

Around 9:14, Vice Chairman Bowen made a MOTION to go out of closed session, in pursuant of N C G. S. §143-318.11(a) (6) Personnel, with a SECOND from Commissioner Bond. The Board APPROVED the motion unanimously.

In open session, Chairman Lilley asked for a motion regarding consideration of a salary increase for the Martin County Sheriff.

Commissioner Smith made a MOTION to approve a 10% salary increase for the Martin County Sheriff, with a SECOND from Vice Chairman Bowen. The Board APPROVED the motion unanimously.

ADJOURNMENT

With no further business to discuss, Vice Chairman Bowen made the MOTION to adjourn at 9:15 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 Monday, December 3, 2018 at 9:00 a.m. in the Commissioners' Board Room of the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

Elmo "Butch" Lilley, Chairman

Jessica Godard
Clerk to the Board