

June 27, 2018

The Martin County Board of Commissioners met in Special Session on Wednesday, June 27, 2018 at 7:00 p.m. in the Commissioners' Board Room, Martin County Governmental Center at 305 East Main Street, Williamston, North Carolina.

ASSEMBLY

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.

Around 7 p.m., the meeting was called to order by Chairman Lilley. The pledge of allegiance was led by Commissioner Ayers. The invocation was offered by Commissioner Smith.

Chairman Lilley welcomed all to the meeting, and recognized elected official Sheriff Tim Manning.

AGENDA APPROVAL

County Manager Bone requested the inclusion of the following items on the agenda:

- Approval of Contractor for Special Inspections & Structural Testing for Martin County PSAP & Regional Back-up Facility
- Closed Session – NC G. S. § G. S. 143-318.11(a) (3) Attorney/Client Privilege

Vice Chairman Bowen made the MOTION to approve the agenda as revised, with a SECOND by Commissioners Bond. The Board APPROVED the motion unanimously.

Approval of Year End Budget Amendments

Budget Amendment # 44 & #45

Finance Director Cindy Ange stated each year the county was required to file a PSAP Revenue-Expenditure Report with the 911 Board that details each expenditure in the Emergency Telephone Fund. Funds received from the 911 Board can only be spent on approved items, and the 911 board staff uses this report to verify the expenditures.

The County purchased a CAD system in the amount of \$47,416 for the temporary backup facility last fiscal year using 911 funds. A portion of this expenditure, \$2,860, was not approved by the 911 Board staff even after several reviews.

State financial analysts determined that \$1,666.67 spent for Computerized Dispatch System (CAD)'s annual maintenance was not eligible due to functionality that allows for direct

connection to the State’s Division of Criminal Information Network (DCI) and National Crime Information Center (NCIC). DCI/NCIC connections and expenses were not allowable, therefore the connection and interface that Martin County’s CAD system features were also not allowable. This amount also would include deductions for Mobile Data connections and switches that transmit real time call data to Law Enforcement Officers in the field. Any outside connection to Law Enforcement, Fire, or EMS members would also be non-eligible per State 911 Board rules.

Therefore, these funds must be replaced by funds from the General Fund.

BUDGET ORDINANCE AMENDMENT-44

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, 2017.

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

	Increase	Decrease
Operations		
Supplies/Equipment	\$4,527	

This will result in an increase of \$4,527 in the expenditures of the Emergency Telephone Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Transfer from general fund	\$4,527
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

MOTION by Commissioner Smith and SECONDED by Commissioner Ayers to adopt the above budget ordinance amendment this 27th day of June 2018. The Board APPROVED the motion unanimously.

BUDGET ORDINANCE AMENDMENT-45

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
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Transfers	
Emergency Telephone Fund	\$4,527

This will result in an increase of \$4,527 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	\$4,527
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

MOTION by Commissioner Smith and SECONDED by Commissioner Ayers to adopt the above budget ordinance amendment this 27th day of June 2018. The Board APPROVED the motion unanimously.

Budget Amendment # 46

Budget Amendment #46 would adjust the fire district funds to account for additional tax revenue collected.

BUDGET ORDINANCE AMENDMENT-46

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 Fire District Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Public Safety		
Hamilton Fire	\$ 25,000	
Jamesville Fire	\$ 20,000	
Goose Nest Fire	\$ 3,000	
Roanoke Fire	\$ 5,000	

This will result in an increase of \$53,000 in the expenditures of the Fire District Fund. To provide an increase in revenue for the above, the following revenues will be changed.

Tax	
Ad Valorem Tax	\$ 53,000

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 27th day of June, 2018. The Board APPROVED the motion unanimously.

Budget Amendment # 47

Budget amendment #39 would cover the following:

Tourism Development– Increase budget to allow transfer of room occupancy tax for administrative fee.

Landfill – Increase budget for land maintenance and to build road.

Co-op Extension – Increase budget for additional fees collected and used for the 4-H fund.

BUDGET ORDINANCE AMENDMENT-47

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	\$ 11,000	
Tourism Development	\$ 500	
Environmental Protection		
Landfill	\$ 50,000	

This will result in an increase of \$61,500 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	\$ 49,500
Sales and Service	\$ 11,000
Other Taxes	\$ 500
Transfers	\$ 500

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 Ayers and SECONDED by Commissioner Smith to adopt the above budget ordinance amendment this 27th day of June, 2018. The Board APPROVED the motion unanimously.

Budget Amendment # 48

Budget Amendment #48 would account for the legal fees related to the settlement of the contract with rail extension project.

BUDGET ORDINANCE AMENDMENT-48

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 Business Park Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Rail Extension Project		
Legal	\$3,838	

This will result in an increase of \$3,838 in the expenditures of the Business Park Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Miscellaneous	\$3,838
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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 Bond to adopt the above budget ordinance amendment this 27th day of June 2018. The Board APPROVED the motion unanimously.

Approval of Contractor for Special Inspections & Structural Testing for Martin County PSAP & Regional Back-up Facility

County Manager Bone explained the services for the Special Inspections and Structural Testing were outside of the base contract for the Schrader Group, the engineering firm for the Martin County PSAP & Regional Back-up Facility project. Martin County needed to contract directly with a third party agency.

On behalf of Martin County, the Schrader Group solicited request for proposals from qualified testing firms licensed in the State of North Carolina to provide professional construction testing and inspection services for the new Martin County PSAP and Regional Backup Facility.

Of the three proposals received and reviewed, the Schrader Group recommended Terracon for the estimated cost of \$14,770. In addition, the Schrader Group allocated an additional \$4,000 for

the plant pre-cast concrete plank inspections, based on the estimated number of trips to the project site. The project budget allocated \$25,000 for these services. The Board was asked to approve the bid, as recommended by the Schrader Group.

Vice Chairman Bowen made the MOTION to approve/accept the bid proposed by Terracon for the Special Inspections and Structural Testing services for the new Martin County PSAP and Regional Backup Facility, with a SECOND by Commissioner Bond. The Board APPROVED the motion unanimously.

Closed Session – NC G. S. § G. S. 143-318.11(a) (3) Attorney/Client Privilege

Around 7:11 p.m., Commissioner Bond 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 Vice Chairman Bowen. The Board APPROVED the motion unanimously.

Around 7:44 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.

ADJOURNMENT

With no further business to discuss, Vice Chairman Bowen made the MOTION to adjourn at 7:44 p.m., with a SECOND by Commissioner Bond. The motion was unanimously APPROVED.

Elmo “Butch” Lilley, Chairman

Marion B. Thompson, NCCCC, NCMCC
Clerk to the Board