

October 13, 2021

The Martin County Board of Commissioners met in a Regular Session on Wednesday, October 13, 2021, 7:00 p.m. in the Superior Courtroom at the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

ASSEMBLY

Present in the Courtroom: Chairman Ronnie Smith, Vice Chairman Dempsey Bond, Jr., Commissioner Joe R. Ayers, Commissioner Emily Biggs, Commissioner David “Skip” Gurganus, County Manager James Bennett, County Clerk to the Board Julia Rease, Finance Officer Cindy Ange, Sheriff Tim Manning, Chief Deputy Drew Robinson, and IT Austin Keel.

Others in Attendance: Mayor Joyce Whichard Brown of the Town of Williamston, Mayor Charlotte Griffin of the town of Bear Grass, and Mayor Tina Brown of the Town of Robersonville, were in attendance. Martin County Department of Social Services Director Angela Ellis and new employees Tamika Gainer, Pamela Freeman, and Dawn Perry were in attendance. Martin County Economic Development Council President and CEO Jason Semple, Tax Assessor Elisha Hardison, Water Systems Manager Ed Warren were present at the meeting. Martin County Citizens were in attendance with a limit of 75 people including board and staff, to meet requirements for COVID 19.

Chairman Smith called the meeting to order at 7:00 p.m. Commissioner Biggs led the Pledge of Allegiance. Minister Teddy Keyes of Uniontown Church of Christ provided the invocation. Chairman Smith extended a welcome to all.

AGENDA APPROVAL

Vice Chairman Bond made a MOTION to approve the agenda as revised **to included Closed Session for NC G.S. 143-318.11(a)(6) – Personnel**, with a SECOND from Commissioner Biggs. The Board APPROVED the motion unanimously. (5-0)

PUBLIC COMMENTS

Martin General Hospital

Mrs. Autumn Forbes and Ms. Amy Pierce introduced themselves as Martin General Employees who care about the citizens of Martin County and the Martin General Hospital. Mrs. Forbes stated that there was a lack of support from Quorum and she felt that the hospital company at the Washington Regional Medical Center could turn Martin General around as they did with the hospital in Plymouth, NC. Ms. Pierce reported that multiple staff members at Martin General Hospital work at Washington Regional Medical Center and they seemed to be happy. Ms. Pierce wanted to know where the medical staff stood in the decision making of the hospital.

Property Taxes

Mr. Bruce Turner Sr. stated that the tax value of his property increased without notice. Mr. Turner Sr. stated the only changes he made to his property was that he replaced 2 garage doors and removed fencing. Mr. Turner Sr. stated that his taxes had increase \$70,000 within 6 months of owning the property and he has called the Tax Assessors office for help.

CONSENT AGENDA

Commissioner Bond Jr. made a MOTION to approve the consent agenda as stated with corrections to the September 8th, 2021 closed session minutes as well as the corrections to the September 8th, 2021 Regular Session minutes , with a SECOND by Commissioner Ayers. The Board APPROVED the motion unanimously. 5-0)

1. Minutes Approval

Minutes for September 8th, 2021 Regular Session;
 Minutes for September 8th, 2021 Closed Session;
 Minutes for September 21st, 2021 Special Call/Closed Session Minutes

2. Financial Report for September 2021

3. Tax Assessor – Tax Refund Requests – September 2021 – None

4. Tax Assessor – Tax Relief Orders –September 2021

Year Levy	Lname	Fname	Reason	Value	Total
2021	Leasing LLC.	Crescom	Bill of Sale		516.68
2021	Daniels,	Joseph Hudson	Error in Listing	36,040	291.92
2021	Hodges	Amanda	Sold Vehicle	1,272	11.13
2021	Jarman	Joseph Earl	Sold Vehicle	4,557	68.81
2021	Minton	Christopher Dale	Error in Listing		4.25
2021	Mobley Jr.	Andrew Paul	Error-Landfill Fee		182.00
2021	Vines	Booker Thomas	Sold Vehicle	31,851	306.56
2020	Vines	Booker Thomas	Sold Vehicle	33,178	319.34
2019	Vines	Booker Thomas	Sold Vehicle	34,560	332.64
2018	Vines	Booker Thomas	Sold Vehicle	36,000	330.66
2021	Baker	Janet Mills	Overvalue Error	30,370	246.00
2021	Young	Russel, J.	Over Value Fee	40,990	332.02
			<i>Total Real & Personal Releases</i>		\$2,942.01
			None		0.00
			<i>Total VTS Refunds</i>		\$ 0.00
			<i>Total Tax Relief Orders</i>		\$2,942.01

5. Tax Collector's Report – March 2021

	Category	21-Sep	Sept - 21 Y - T - D
Real Property	20	\$ 597,868.99	\$ 2,326,924.75
Personal Property	25	\$ 184,941.69	\$ 595,369.44
Total		\$ 782,810.68	\$ 2,922,294.19
Motor Vehicle	30	\$ 28.76	\$ 201.41
Total MV		\$ 782,839.44	\$ 2,922,495.60
All Total		\$ 782,839.44	\$ 2,922,495.60

6. Board Appointments/Reappointments

Bertie Martin Regional Jail

The Bertie Martin Regional Jail Board is in need of an incomplete appointment with the unfortunate transition of Mr. William Stalls. Mr. Stall's appointment would end on December 31, 2021.

Commissioner Ayers made a recommendation to appoint Mr. Brent Jackson of Hamilton, NC who was accepting of the invitation to fill the position and agreed to take this seat immediately if approved by the Board

This item was **Accepted** and **Approved** by the Board of Commissioners as part of the consent agenda

Martin County Council on Aging, Inc. Advisory

The Council on Aging, INC. Advisory recommended the appointment of Ms. Cynthia Peele to complete the second term of Ms. Betty Jones who resigned due to health reasons. This term will end on February 10, 2023, at which time Ms. Peele may be appointed for two full terms if she is in agreement at that time.

This item was **Accepted** and **Approved** by the Board of Commissioners as part of the consent agenda

7. New Road Name Request for a Road off of Claude Green Road Located in the Robersonville Township

For the purposes of this item, a road or roadway is "a public or private one-way or multiple-lane route that is used for ingress or egress or route of transportation between specific points and/or areas".

Martin County approved an ordinance on July 12th, 2006 to better help the efforts of the E-911 emergency response team to serve our county citizens most effectively in an emergency situation. The Martin County Road Naming and Addressing Ordinance allows the Tax Assessor's Office to request an approval of a new road name when there are three (3) or more residences that use the same ingress/egress to their occupied dwelling.

Taxpayer Mark Bohn requested a new road name to be assigned to the passageway that he owns. There are 3 mobile homes on a lot that is being developed down a dirt passageway that abuts Claude Green Rd. As per the Martin County Road Naming and Addressing Ordinance, this passageway needs to be assigned an official name. Mr. Bohn owns 100% of the land for the passageway. Mr. Bohn submitted a request of suggested names for the new road. Maps to visibly portray the area of interest, Martin County Road Names and Addresses Ordinance (Article II, Section 20-25), Verification of approval of the E-911 Committee Chairman, the Robersonville Fire Chief, and the Emergency Medical Service Squad Captain, Request for Assign and the approval of all the necessary officials, were provided in the agenda packets.

Prior to submittal to the Board of Commissioners Tax Assessor Elisha Hardison recommended the new assigned road name to be "Everblue Rd" and stated there is no other "Everblue Rd" located or named in Martin County. The Board of Commissioners were asked to approve the

new name of the road as "Everblue Rd, Robersonville, NC 27871" and approve the assignment petition.

This item was **Accepted** and **Approved** by the Board of Commissioners as part of the consent agenda.

8. New Road Name Request for a Road off of Rodgers School Road Located in the Bear Grass Township

For the purposes of this item, a road or roadway is "a public or private one-way or multiple-lane route that is used for ingress or egress or route of transportation between specific points and/or areas".

Martin County approved an ordinance on July 12th, 2006 to better help the efforts of the E-911 Emergency response team to serve our county citizens most effectively in an emergency situation. The Martin County Road Naming and Addressing Ordinance allows the Tax Assessor's Office to request an approval of a new road name when there are three (3) or more residences that use the same ingress/egress to their occupied dwelling.

Taxpayer George Gurkin requested a new road name to be assigned to the passageway that he owns. This passage way also crosses the property owned by James Little. There are eighteen mobile homes on (8) lots that are being developed down a dirt passageway that abuts Rodgers School Rd. As per the Martin County Road Naming and Addressing Ordinance, this passageway needs to be assigned an official name. Mr. Gurkin owns 90% of the land for the passageway and Mr. Little owns 10% of the passageway. Mr. Gurkin submitted a request of suggested names for the new road and Mr. Little is in agreement with the name of Little Farm Ln. Verification of approval of the E-911 Committee Chairman, the Bear Grass Fire Chief, and the Emergency Medical Service Squad Captain; a map of the proposed area, Martin County Road Names & Addresses Ordinance (Article II, Section 20-25) and; request for assignment petition were provided in the agenda packets prior to submittal to the Board of Commissioners.

Tax Assessor Elisha Hardison recommended the new assigned road name to be "Little Farm Ln" as there is no other "Little Farm Lane" located or named in Martin County. The Board of Commissioners were asked to approve the new name of the road as "Little Farm Lane, Williamston, NC 27892".

This item was **Accepted** and **Approved** by the Board of Commissioners as part of the consent agenda.

9. NCDOT-NCDOA Grant Agreement

This agreement is hereby made and entered into by and between the North Carolina Department of Transportation

This item was **Accepted** and **Approved** by the Board of Commissioners as part of the consent agenda.

10. Clerk Report *included for informational purposes.*

INTRODUCTION OF NEW EMPLOYEE(S)

Department of Social Services- DSS Director Angela Ellis

Martin County Department of Social Services Director Angela Ellis introduced her newest employees, Ms. Tamika Gainer, Ms. Pamela Freeman, and Ms. Dawn Perry. Ms. Gainer has accepted the office assistant position, Ms. Freeman accepted the Adult Protective Services position, and Ms. Perry accepted the Income Maintenance position. The new employees were thanked for choosing Martin County and welcomed.

PRESENTATION (S)

COVID-19 Update & MTW District Health Department Presentation – Wes Gray

MTW Health Director Wes Gray presented the October 2021 Covid 19 update. MTW Health Director Gray reported that Martin County, as of October 13, 2021, had 3637 total cases, 69 deaths, 98 total breakthrough cases, and 313 total cases due to COVID - 19. MTW Health Director Wes Gray also reported that there have been six additional cases since October 12, 2021.

MTW Health Director Wes Gray reported that the total tests completed in North Carolina, as of October 13, 2021, is 18,403,458 with 7% of that population being tested positive for Covid 19. MTW Health Director Gray reported that the total number of diagnostic tests given in Martin County is 36,857 or 164.2% of the population. It was also presented that 9.5% of Martin County's population had tested positive from Sept. 26 – Oct. 9, 2021 and as of October 13, 2021 MTW Health Department has administered 16,440 doses of vaccine. The 16, 440 doses of vaccine also include doses of the vaccine that were transferred to district congregate living homes from the MTW Health Department.

Finance Office – Finance Officer Cindy Ange

Finance Officer Cindy Ange presented a presentation regarding finances of Martin County and began explaining that the final numbers for General Fund Revenues was not in due to the recent audit. Finance Director Ange reported on the 2021 Revenues by Source stating that Martin County received 50.39% of finances from Ad valorem taxes, 21.57% from Intergovernmental, 17.38% of local option sales taxes, 8.06% from Sales and Services, 1.10% from license and fees, 1.05% of miscellaneous, and 0.45% derived from other taxes.

2021 Expenses by Function

Finance Officer Ange reported on the 2021 Expenses by Function reporting the amount of expenses being paid by the listed departments:

- Education 30.55%
- Public Safety 20.16%
- Human Services 19.38
- General Government 11.44%
- Environmental Protection 8.82%
- Economic and Physical Development 4.31%- 4.3% is soil conservation at the Extension Service Office, Economic Development, and Transportation including the Transit department, and the Airport. The Airport category does not include projects for the airport, but only general operating for the airport.
- Debt Service 2.46%
- Transportation 2.36%
- Culture and Recreation 0.53%

2020 Fund Balance Calculation

Finance Director Cindy Ange explained the 2020 Fund Balance Calculations and stated that the Finance Director Ange reported that there was a statutory calculation for the Fund Balance and in the last year, Martin County's available fund balance was calculated at 27.26%. Finance Director Ange reported there was a fund balance policy that requires a minimum of 20% in the fund balance and the monies were used for emergency situations, such as a savings account. The general fund could be used towards emergencies such as hurricanes and could be reimbursed.

Cash and Investments from 06/30/2020 (\$8,536,619) are added to the Restricted Cash funds (\$150,667), which equals to \$8,687,286. The liabilities (\$424,361), deferred revenues (none), and prepaid taxes (101,503) are subtracted from the total of \$8,687,286, which gives the total fund balance for appropriation of \$8,161,422. The fund balance available for appropriation is then divided by the actual expenditures of that year, which was 2019 for these numbers, and the 27.26% is calculated.

Cash and Investments (as of 06-30-20)	\$ 8,536,619
Restricted Cash	<u>\$ 150,667</u>
Less:	
Liabilities	(424,361)
Deferred Revenues	
Prepaid taxes	<u>(101,503)</u>
Fund Balance available for appropriation	\$ 8,161,422
2019 Actual Expenditures	<u>\$ 29,933,719</u>
Available fund balance as % of expenditures and transfers out	27.26%

Hospital Fund

Next, Finance Director Ange informed the Board and staff of the hospital fund. In October of 1998, Martin County signed a lease with Community Health services to rent Martin General Hospital. Community Health Partners entered a 30 year lease and they paid the lease payments upfront, which was \$17 million dollars. The first million dollars of the lease payments paid to Martin County were allowed to be used to fund closing attorney's fees and administration fees. The other \$16 million was set aside, and Martin County was not allowed to spend any of it for 10 years. After that 10 years, Martin County could spend what was earned. Every year Martin County earned 1/30 of this money. As of June 30, 2021, Martin County earned revenue of \$7.7 million and an unearned revenue of \$4.1 million.

Beginning Balance 06-30-20	\$12,819,154
Transferred to General Fund	-
Transferred to GF - Career Tech Ctr	(1,000,000)
Interest earned	5,368
Ending Balance 06-30-21	<u>11,824,522</u>
Unearned Revenue	4,108,328
Earned Revenue	7,716,194
Ending Balance 06-30-21	<u><u>\$11,824,522</u></u>

Total County Debt.

Lastly, Finance Director Ange informed the audience of the total county debt. County water debt is \$12.2 million and about nine and a half of the \$12 million is for Water District #2. Martin County will make its last debt payment Water District #2 in June of 2044. The other major debt is for the Middle School. Martin County built the school about 10 years ago. Finance Director stated that the principle is paid at the very end of each year. Finance Director Ange reported the total county debt, is about \$17 million.

Water Debt

Water District #1	\$ 2,815,001	Last payment June 1, 2040
Water District #2	\$ 9,405,075	Last payment June 1, 2044
Total County Water Debt	\$ 12,220,076	
Middle School Debt	\$ 14,059,521	Last payment May 19, 2026
Debt Service Fund	\$ (9,379,637)	
Balance	\$ 4,679,884	
Total County Debt	\$ 16,899,960	

USDA Loan Grant PPG

County Manager Bennett stated there was a meeting with the USDA in Kinston, NC on September 8th, 2021. At this meeting was Julia Johnson, Commodity Procurement Specialist; Angela Washington, Area Specialist with USDA; Cindy Ange, Finance Director, MC Water Systems Director Ed Warren , and County Manager James Bennett all with Martin County. The purpose of this meeting was to attempt to secure additional funding for Water Infrastructure. A request was presented for funding that would allow us to provide upgrades in District I and District II. Grants were specifically requested versus loans to help accomplish the upgrades. In order to proceed, an Engineering study would be needed from Martin County. There were two options discussed that could help pay for the Engineer study, which are the 1) SEARCH and (2) PPG grant. If requirements are met, Martin County could be funded a maximum of **\$30,000** for District I and **\$30,000** for District II. Once an Engineering Firm is selected, a proposal can be submitting for additional grants for the project.

The project would be as follows:

- Automatic Meter Readers in District I and II at approximately \$1,250,000
- Close loops to keep in 300-400 services during water line breaks from Hassell Well/Penco well to Ray Beach Road. (District I) at \$750,000 - \$1,000,000.
- Extend Hassell Road to Hines Road for 6 miles at \$75,000 for approximately \$450,000, or Extend Hassell Road to dead end into Hines Road, or Cox Road to dead end into Hassell Road, or Hwy. 142/11 intersection on Hwy 11 to Oak City
- Add Dual check valves to Oak city services at \$150.00 x 100 approximately \$15,000.
- In Bear Grass Mains upgrades, repairs/replacement at approximately \$850,000

- Add Dual Check Valves to service within Bear Grass town limits
- Upgrade underground Vault (3) 2 at Thurman Griffin and 1 at EG Well Ed's Grocery at \$15,000. (District II)
- Comply with Confined Space Entry Law and Regulations (3) approximately \$6,000 (District II)
- Well Chlorination Upgrades for District I and District II at approximately \$20,000 (District I and District II)

TOTAL \$358,602

Motion to approve the engineering study for the water department made by Commissioner Ayers with a **Second** by Commissioner Gurganus. Motion was **carried** unanimously.

OLD BUSINESS

Tax Assessors Update

The Martin County Tax Assessors office gave a presentation to the board and staff informing them of requirements and job duties of the tax assessor. Tax Assessor Elisha Hardison stated that Re-evaluation was effective January 1, 2017 and that the next Re-evaluation is scheduled for January 1, 2025 for Martin County.

Tax Assessor Hardison explained the general statutes that Tax Assessors use when assessing property for reappraisals:

NCGS 105-287- Changing appraised value of real property in years in which general reappraisal is not made.

(a) In a year in which a general reappraisal of real property in the county is not made under G.S. 105-286, the property shall be listed at the value assigned when last appraised unless the value is changed in accordance with this section. The assessor shall increase or decrease the appraised value of real property, as determined under G.S. 105-286, to recognize a change in the property's value resulting from one or more of the following reasons:

- (1) Correct a clerical or mathematical error.
- (2) Correct an appraisal error resulting from a misapplication of the schedules, standards and rules used in the county's most recent general reappraisal.
 - (2a) Recognize an increase or decrease in the value of the property resulting from a conservation or preservation agreement subject to Article 4 of Chapter 121 of the General Statutes, the Conservation and Historic Preservation Agreements Act.
 - (2b) Recognize an increase or decrease in the value of the property resulting from a physical change to the land or to the improvements on the land, other than a change listed in subsection (b) of this section.
 - (2c) Recognize an increase or decrease in the value of the property resulting from a change in the legally permitted use of the property.

(3) Recognize an increase or decrease in the value of the property resulting from a factor other than one listed in subsection (b).

(b) In a year in which a general reappraisal of real property in the county is not made, the assessor may not increase or decrease the appraised value of real property, as determined under G.S. 105-286, to recognize a change in value caused by:

- (1) Normal, physical depreciation of improvements;
- (2) Inflation, deflation, or other economic changes affecting the county in general; or
- (3) Betterments to the property made by:
 - a. Repainting buildings or other structures;
 - b. Terracing or other methods of soil conservation;
 - c. Landscape gardening;
 - d. Protecting forests against fire; or
 - e. Impounding water on marshland for non-commercial purposes to preserve or enhance the natural habitat of wildlife.

(c) An increase or decrease in the appraised value of real property authorized by this section shall be made in accordance with the schedules, standards, and rules used in the county's most recent general reappraisal. An increase or decrease in appraised value made under this section is effective as of January 1 of the year in which it is made and is not retroactive. The reason for an increase or decrease in appraised value made under this section need not be under the control of or at the request of the owner of the affected property. This section does not modify or restrict the provisions of G.S. 105-312 concerning the appraisal of discovered property.

(d) Notwithstanding subsection (a), if a tract of land has been subdivided into lots and more than five acres of the tract remain unsold by the owner of the tract, the assessor may appraise the unsold portion as land acreage rather than as lots. A tract is considered subdivided into lots when the lots are located on streets laid out and open for travel and the lots have been sold or offered for sale as lots since the last appraisal of the property.

NCGS 105-312. Discovered property; appraisal; penalty.

(a) Repealed by Session Laws 1991, c. 34, s. 4.

(b) Duty to Discover and Assess Unlisted Property. - It shall be the duty of the assessor to see that all property not properly listed during the regular listing period be listed, assessed and taxed as provided in this Subchapter. The assessor shall file reports of such discoveries with the board of commissioners in such manner as the board may require.

(c) Carrying Forward Real Property. - At the close of the regular listing period each year, the assessor shall compare the tax lists submitted during the listing period just ended with the lists for the preceding year, and he shall carry forward to the lists of the current year all real property that was listed in the preceding year but that was not listed for the current year. When carried forward, the real property shall be listed in the name of the taxpayer who listed it in the preceding year unless, under the provisions of G.S. 105-302, it must be listed in the name of another taxpayer. Real property carried forward in this manner shall be deemed to be discovered property, and the procedures prescribed in subsection (d), below, shall be followed unless the

property discovered is listed in the name of the taxpayer who listed it for the preceding year and the property is not subject to appraisal under either G.S. 105-286 or G.S. 105-287 in which case no notice of the listing and valuation need be sent to the taxpayer.

(d) Procedure for Listing, Appraising, and Assessing Discovered Property. - Subject to the provisions of subsection (c), above, and the presumptions established by subsection (f), below, discovered property shall be listed by the assessor in the name of the person required by G.S. 105-302 or G.S. 105-306. The discovery shall be deemed to be made on the date that the abstract is made or corrected pursuant to subsection (e) of this section. The assessor shall also make a tentative appraisal of the discovered property in accordance with the best information available to him.

When a discovery is made, the assessor shall mail a notice to the person in whose name the discovered property has been listed. The notice shall contain the following information:

- (1) The name and address of the person in whose name the property is listed;
- (2) A brief description of the property;
- (3) A tentative appraisal of the property;
- (4) A statement to the effect that the listing and appraisal will become final unless written exception thereto is filed with the assessor within 30 days from date of the notice.

Tax Assessor Elisha Hardison stated upon receipt of a timely exception to the notice of discovery, the assessor shall arrange a conference with the taxpayer to afford him the opportunity to present any evidence or argument he may have regarding the discovery. Within 15 days after the conference, the assessor shall give written notice to the taxpayer of his final decision. Written notice shall not be required, however, if the taxpayer signs an agreement accepting the listing and appraisal. In cases in which agreement is not reached, the taxpayer shall have 15 days from the date of the notice to request review of the decision of the assessor by the board of equalization and review or, if that board is not in session, by the board of commissioners. Unless the request for review by the county board is given at the conference, it shall be made in writing to the assessor. Upon receipt of a timely request for review, the provisions of G.S. 105-322 or G.S. 105-325, as appropriate, shall be followed.

Tax Assessor Elisha Hardison stated if at any time after a general reappraisal is conducted as required by NCGS 105-286, the county assessor determines that a physical change to the land or to the improvements on the land has increased or decreased the value of the property, the county assessor is required to reappraise the property. The matter in which the assessor determines or finds the change does not matter. It can be through building permits, other taxpayers, the internet, and or a review of property in the county or the sale of the property which may trigger a review. Tax Assessor Hardison stated having a process in place to look for these changes in a non-reappraisal year would be following the requirements in the statutes and a good practice which would result in improved equity in assessments.

Tax Assessor Hardison encouraged and asked that if there were any questions regarding the taxes, land, reappraisals, and etc., to call the office. Tax Assessor Hardison was thanked for the presentation.

Emergency Management Services

County Manager Bennett gave an update from speaking with EMS Chief of Oak City, Ricky Canon. On August 18, 2021, the Board of Commissioners held a regular meeting. Mr. Ricky Canon, Fire Chief of Oak City, spoke on EMS needing funding for their department due to COVID related issues and staffing. On September 21, 2021, the Board of Commissioners held a regular meeting and the EMS were approved \$100,000 to be divided amongst the 5 departments with the discretion of the EMS chiefs from the 5 departments and a 1% Fire Tax Increase. Manager Bennett stated that the EMS chiefs of the various towns in Martin County were meeting, working together well, and producing solutions. Manager Bennett stated that EMS Chief Cannon planned to bring an update to the Board regarding the 1% fire tax approved on September 21, 2021 and a resolution would need to be made for the various towns for approval.

Manager Bennett was thanked for the update and Manager Bennett reiterated that EMS Chief Canon would present an update to the board at the next meeting in November.

NEW BUSINESS

Resolution Establishing a HOME Program Housing Consortium

Manager Bennett reported that Halifax County Manager, Tony Brown, spoke with him regarding the HOME Consortium. Manager Bennett stated it was decided that each county involved had to share the resolution to their boards for approval. Manager Bennett stated that there would be 5 years in this resolution and Martin County may receive \$ 657,000 in the 5 years without using county funding. *The resolution is included for informational purposes.*

RESOLUTION

Establishing a HOME Program Housing Consortium

WHEREAS, Martin County, North Carolina, has determined that the health and welfare of the citizens within the jurisdiction may benefit from increasing the availability of safe, affordable and standard housing; and

WHEREAS, Martin County has determined that providing safe, affordable and standard housing will benefit workforce productivity and area economic development; and

WHEREAS, a Consortium of local governments will be entitled to receive funds from the U.S. Department of Housing and Urban Development that the local governments would be ineligible to receive individually; and

WHEREAS, the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, makes provisions whereby units of general government may enter into cooperative agreements and form Consortiums to undertake and assist in undertaking affordable housing pursuant to the HOME Investment Partnership Program; and

WHEREAS, Martin County, along with Bertie County, Halifax County, Hertford County, and Northampton County, and the municipalities contained therein (the Consortium members), desires to establish the Choanoke Area Housing Consortium to undertake and assist in undertaking affordable housing under the Cranston-Gonzalez National Affordable Housing Act of 1990; and

WHEREAS, Article 20, Chapter 160A of the North Carolina General Statutes authorizes units of local government to enter into interlocal agreements with each other in order to execute an undertaking such as the contemplated Choanoke Area Housing Consortium;

Now, Therefore Be It Resolved, by the Martin County Board of Commissioners that

1. Martin County hereby supports the establishment of the Choanoke Area Housing Consortium.
2. The County Manager is hereby authorized to pursue a Cooperation Agreement with the Consortium members and present the proposed agreement to the Board of Commissioners for ratification.

Be It Further Resolved, that this resolution shall be in full force and effect from and after its adoption this _____ day of _____ 2021.

Ronnie Smith, Chairman
Martin County Board of Commissioners

Julia S. Rease, Clerk to the Board
Martin County Board of Commissioners

Motion to approve the Resolution Establishing a HOME Program Housing Consortium made by Vice Chair Dempsey Bond Jr. with a **Second** by Commissioner Gurganus. Motion was **Carried** unanimously.

Food Bank of the Albemarle

County Manager Bennett informed the board of a request from the Food Bank of Albemarle. Unemployment rates for Martin remain above pre-pandemic levels at 5.1%. Job loss and underemployment continue to push families into financial crisis. Those struggling to make ends meet continue to need the Food Bank of the Albemarle and the network of partner agencies for food assistance. Our point of service reports for July 2020, through June 2021 saw demand for food jump by nearly 29% in Martin County and by 22% in our 15-County Service area. However, with individual government aid during the crisis such as stimulus funds, increased unemployment benefits, and a moratorium on past due rent and mortgage payments, we expect the need to skyrocket as this funding will end this fall.

Last fiscal year, the food Bank of the Albemarle provided 719,954 meals (863,945 pounds of food) through direct distribution and our network of 14 Hunger Relief partners and direct distribution programs in Martin County. The value of this food exceeds \$1,503,264 (the approximate average wholesale value of one pound of donated product at the national level equals \$1.74 - Feeding America Financial Report 2020. Manager Bennett stated that Martin County funds 4,000 a year to the Food Bank of the Albemarle.

The Board of Commissioners is asked to approve an appropriation of \$166,000 through the American Rescue Plan act to build the food bank capacity along with the capacity of food distribution by their network of food pantry partners in Martin County.

Motion to continue current payment of 4,000 a year to the Food Bank of the Albemarle by Commissioner Gurganus with a **Second** from Vice Chair Bond Jr. Motion was **Carried** unanimously.

Martin County Bike Plan

Manager Bennett stated that the Martin County Bicycle Plan is the culmination of a planning process. The purpose of this Plan is to evaluate the existing bicycling conditions within Martin County and recommend multimodal programmatic and bicycle infrastructure projects to improve safety, connectivity, and wellbeing. This effort was led by the NCDOT Integrated Mobility Division (IMO), a project consultant and a Steering Committee. The Steering Committee was formed by the County and included representatives that serve the local municipalities within the County, as well as representatives from the IMD and Mid-East Rural Planning Organization

(RPO). Through the planning and development of this Plan, the Committee approved goals and objectives that guided the set of recommendations for infrastructure projects, policies, and programs. A Public meeting was held for County residents and stakeholders to provide input on planning efforts, and close coordination with NCDOT Division 1 and the Mid-East RPO was conducted. The Bike plan was included in the agenda packets for the Board.

Motion to approve the Martin County Bike Plan by Vice Chair Bond Jr. with a **Second** by Commissioner Biggs. Motion was **Carried** unanimously.

Budget Admendment(s)

Budget Admendment #5

Finance Director Cindy Ange reported that North Carolina counties are receiving a one-time increase in their LINKS allocation from the supplemental funding in the Consolidated Care Act. The federal Administration of Children and Families issued program instructions after being concerned that many young people who are in or were in foster care had not benefited from previous COVID relief efforts including stimulus checks. The program instructions specifically allow the funding to be used to provide unrestricted one-time financial assistance to youth and young adults to assist them in meeting their needs during the pandemic. Martin County's allocation of these funds is \$29,208.

BUDGET ORDINANCE AMENDMENT-5

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, 2022.

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

	Increase	Decrease
Human Services		
Dept. of Social Services	\$ 29,208	

This will result in an increase of \$29,208 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Restricted Revenue	\$ 29,208
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Motion by Commissioner Gurganus and **Seconded** by Vice Chairman Bond Jr. to adopt the above budget ordinance amendment this 13th day of October 2021. Motion **Carried** unanimously.

Budget Admendment #6, #7, and #8

Finance Director Cindy Ange reported in fiscal year 2021, Martin County Water Districts #1 and #2 were appropriated \$15,500 each to purchase one new truck to be shared with both districts. Water District Manager, Ed Warren, began the process of ordering the truck in February 2021. However, due to the pandemic he was unable to receive the truck until September. The Board was asked to re-appropriate the funds in the current fiscal year. Finance Director Cindy Ange stated that Budget Admendment #6, #7, and #8 were together.

BUDGET ORDINANCE AMENDMENT-6

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

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

	Increase	Decrease
Capital Outlay	\$ 15,500	

This will result in an increase of \$15,500 in the expenditures of Water District #1. To provide an increase in the revenues for the above, the following revenues will be changed.

Miscellaneous	\$ 15,500
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Motion by Vice Chairman Bond Jr. and **Seconded** by Commissioner Biggs to adopt the above budget ordinance amendment this 13th day of October 2021. Motion **Carried** unanimously.

BUDGET ORDINANCE AMENDMENT-7

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

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

	Increase	Decrease
Capital Outlay	\$ 15,500	

This will result in an increase of \$15,500 in the expenditures of Water District #2. To provide an increase in the revenues for the above, the following revenues will be changed.

Miscellaneous	\$ 15,500
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Motion by Vice Chairman Bond Jr. and **Seconded** by Commissioner Biggs to adopt the above budget ordinance amendment this 13th day of October 2021. Motion **Carried** unanimously.

BUDGET ORDINANCE AMENDMENT-8

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

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

	Increase	Decrease
Water	\$ 31,000	

This will result in an increase of \$31,000 in the expenditures of General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance Appropriation \$ 31,000

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 Bond Jr. and **Seconded** by Commissioner Biggs to adopt the above budget ordinance amendment this 13th day of October 2021. Motion **Carried** unanimously.

Budget Admendment #9

Finance Director Ange stated The Department of Agriculture and Consumer Services has allocated an additional \$100,000 to Martin County Soil and Water District to conduct vegetative debris removal in streams in Martin County. In addition there is \$17,817 from the previous allocation that has not be expended. District Director Lynn Whitehurst is currently working on amendments to current contracts. Director Whitehurst will be focusing on Flat Swamp, Ready Branch, and a couple of places in Parmele. Work may be completed by November.

BUDGET ORDINANCE AMENDMENT-9

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

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

	Increase	Decrease
Economic & Physical Development		
Soil and Water	\$ 117,817	

This will result in an increase of \$117,817 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 \$ 117,817

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 Gurganus to adopt the above budget ordinance amendment this 13th day of October 2021. Motion **Carried** unanimously.

Budget Admendment #10

The Martin County Board of Commissioners approved a Contract for professional services for W.K. Dickson regarding the design and bidding of the T-Hanger project on July 14, 2021. This project is 100% funded by the NC Division of Aviation

BUDGET ORDINANCE AMENDMENT-10

BE IT ORDAINED by the Board of Commissioners of Martin County, North Carolina, that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

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

	Increase	Decrease
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Transportation

Professional Fees	\$102,500	
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This will result in an increase of \$102,500 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	\$102,500	
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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 Ayers and **Seconded** by Commissioner Gurganus to adopt the above budget ordinance amendment this 13th day of October 2022. Motion **Carried** unanimously.

CLOSED SESSION – NC G.S. § 143-318.11(a)(4) – Economic Development, NC G.S. § 143-318.11. (a)(3) – Client/Attorney Privilege

At 8:55 p.m., Commissioner Gurganus made a **Motion** to enter Closed Session for NC G.S. § 143-318.11(a)(4) – Economic Development, NC G.S. § 143-318.11. (a)(3) – Client/Attorney Privilege, with a **Second** from Commissioner Gurganus. Motion **Carried** unanimously (5-0).

At 10:11p.m., Commissioner Ayers made a **Motion** to go out of Closed Session NC G.S. 143-318.11(a)(6) – Personnel, with a **Second** from Commissioner Biggs. The Board APPROVED the motion unanimously (4-0).

OPEN SESSION

BOARD REPORTS / COMMISSIONERS' COMMENTS- NONE

ADJOURNMENT

At 10:11pm, Commissioner Ayers made a **Motion** to adjourn the meeting, with a **Second** from Commissioner Biggs. With no further business to discuss, Chairman Smith adjourned the meeting at 11:17 p.m. The next regular meeting was scheduled for Wednesday, November 10, 2021 at 7:00 p.m. in the Commissioners Boardroom.

Ronnie Smith, Chairman
Martin County Board of Commission

Julia S. Rease
Deputy Clerk to the Board