

February 9, 2022

The Martin County Board of Commissioners met in a Regular Session on Wednesday, February 9, 2022, 7:00 p.m. in the Commissioners Boardroom at the Martin County Governmental Center, 305 East Main Street, Williamston, North Carolina.

ASSEMBLY

Present in the Boardroom: Chairman Ronnie Smith, Vice Chairman Dempsey Bond, Jr., Commissioner Joe R. Ayers, Commissioner Emily Biggs, Commissioner David “Skip” Gurganus, County Manager James Bennett, Finance Officer Cindy Ange, Sheriff Tim Manning, Chief Deputy Drew Robinson, and IT Director Jeb Gardner.

Others in Attendance: Town of Bear Grass Mayor Charlotte Griffin

Chairman Smith called the meeting to order at 7:00 p.m. Commissioner Biggs led the Pledge of Allegiance. Commissioner Gurganus provided the invocation. Chairman Smith extended a welcome to all.

AGENDA APPROVAL

Commissioner Biggs made a **Motion** to approve the agenda as stated, with a **Second** from Commissioner Ayers. Motion was **Carried** unanimously. (5-0)

PUBLIC COMMENTS - None

CONSENT AGENDA

Vice Chairman Bond made a **Motion** to approve the consent agenda as presented, with a **Second** by Commissioner Biggs. Motion was **Carried** unanimously (5-0)

1. Minutes Approval

- Minutes for January 12, 2022 Regular Session,
- Minutes for January 26, 2022 Special Call/ Closed Session Minutes

2. Financial Report for January 2022

3. Tax Assessor – Tax Refund Requests – January 2022 – None

4. Tax Assessor – Tax Relief Orders – January 2022

Year Levy	Lname	Fname	Reason	Value	Total
2017	Givens	David S.	Sold Vehicle	\$9,473	\$86.49
2018	Givens	David S.	Sold Vehicle	\$9,094	\$83.02
2019	Givens	David S.	Sold Vehicle	\$8,730	\$81.62
2020	Givens	David S.	Sold Vehicle	\$8,381	\$78.37
2021	Givens	David S.	Sold Vehicle	\$8,046	\$75.23
2019	Nicholson	Alanna Michelle	Sold Mobile Home	\$4,070	\$39.86

2020	Nicholson	Alanna Michelle	Sold Mobile Home	\$3,907	\$38.26
2021	Nicholson	Alanna Michelle	Sold Mobile Home	\$3,907	\$38.26
2021	Aerospace Ind.	North American	Error-Landfill Fee		\$182.00
2021	Aerospace Ind.	North American	Error-Landfill Fee		-\$182.00
2017	Perry	Robert Chadwick Jr.	Sold Vehicle	\$393.00	\$3.10
2018	Perry	Robert Chadwick Jr.	Sold Vehicle		\$12.10
2019	Perry	Robert Chadwick Jr.	Sold Vehicle		\$12.09
2020	Perry	Robert Chadwick Jr.	Sold Vehicle		\$11.79
2021	Perry	Robert Chadwick Jr.	Sold Vehicle		\$11.50
2021	Spivey	Travis Logan	Sold Mobile Home	\$23,906	\$207.98
			<i>Total Real & Personal Releases</i>		\$779.67
0000	None	None	None		\$0.00
			<i>Total VTS Refunds</i>		\$779.67
			<i>Total Tax Relief Orders</i>		\$779.67

5. Tax Collector's Report – January 2022

	Category	21-Jan	Jan-22 Y-T-D
Real Property	20	\$13,654.52	\$8,778,713.78
Personal Property	25	\$1,192.98	\$4,799,500.61
Total		\$14,847.50	\$13,578,214.40
Motor Vehicle	30	\$0.00	\$399.79
All Total			\$13,558,614.18

6. W.K. Dickson Grant Agreements for AWOS Installation Project

Grant Agreement 1 of 2

The North Carolina Department of Transportation (NCDOT) has received the approval of the Federal Aviation Administration to administer certain Airport Improvement Program Funds in North Carolina under the provisions of the *FAA Modernization and Reform Act of 2012*. NCDOT has approved a grant of funds to Martin County under the State Block Grant Program Non-Primary Entitlement and State Financial Aid funds. Chapter 63 of the North Carolina General Statutes authorizes the Department, subject to limitations and conditions stated therein, to provide State Aid in the forms of loans and grants to cities, counties and public airport authorities of North Carolina for the purpose of planning, acquiring and improving municipal, county and other publicly-owned or publicly controlled airport facilities, and to authorize related programs of aviation safety, education, promotion and long-range planning. Martin County made a formal application dated December 21, 2021 to the Division of Aviation for Non-Primary Entitlement and State Financial Aid funds for the Martin County Airport; and a grant in the amount of \$37,300 not to exceed 100 percent of the final, eligible project costs of \$37,300 subject to the conditions and limitations herein. The Non-Primary Entitlement and State Financial Aid funds will be used for the AWOS Installation Project for the Martin County Airport.

The above Agreement was **Approved** and **Accepted** as part of the consent agenda.

Grant Agreement 2 of 2

The North Carolina Department of Transportation has received the approval of the Federal Aviation Administration to administer certain Airport Improvement Program Funds in North Carolina under the provisions of the *FAA Modernization and Reform Act of 2012*. NCDOT has approved a grant of funds to the Martin County under the State Block Grant Program Non-Primary Entitlement and CARES Match funds. Martin County made a formal application dated December 21, 2021 to the Department for Non-Primary Entitlement and CARES Match funds for the Martin County Airport and grant in the amount of \$14,880 not to exceed 100 percent of the federal share of the final, eligible project costs of \$14,880 has been approved subject to the conditions and limitations herein; and the Non-Primary Entitlement and CARES Match funds will be used for the AWOS Installation. This Agreement between the Department of Transportation and Martin County, the public agency owning the Martin County Airport, shall terminate on July 31, 2024 with the option to extend, if mutually agreed upon, through a written modification. Pre-award costs included on the Code and Category of Expenditure Section of the AV-501/AV-504 of the project's Request for Aid (RFA) Application are authorized.

The above Agreement was **Approved** and **Accepted** as part of the consent agenda.

7. Board Appointments/ Reappointments

a. Choanoke Area Development Association (CADA)

The By-Laws of the Choanoke Area Development Association of North Carolina, Inc. (CADA), designate two Board positions to be appointed by Martin County. Those appointed by the County may be County Commissioners themselves or may be selected by the Commissioners from other County residents that can represent the County. The term of office is two years. There is no limit to the number of terms a County appointee may serve.

It is important to the mission of this agency that Martin County appointees to the Board have knowledge, experience, and leadership skills that enable CADA to coordinate and maximize resources to serve those in need.

Currently, Nancy Conner serves and there is a vacancy. Mrs. Conner is eligible for reappointment and her term would end on December 31, 2024

The above board appointment/reappointment was **Approved** and **Accepted** as part of the consent agenda.

b. Community Child Protection Team Board

The Community Child Protection Team (CCPT) was established by law (General Statue 7B-1406) in May of 1991 as a means for the state and local communities to form a partnership to strengthen child protection. The CCPT is an interdisciplinary group of community representatives who meet regularly to promote a community-wide approach to the problem of child abuse and neglect.

Community Child Protection Team reviews are designed to assist DSS and families in protecting children by identifying barriers in services and collaborating on strategies to remedy the situation.

The purpose of these reviews is also to inform county commissioners about actions needed to prevent child abuse, neglect or dependency.

Membership is mandated by law and includes various ex officio positions throughout the community. The Board of Commissioners shall appoint a law enforcement officer and a maximum of five additional members to represent various county agencies or the community at large to serve on the local CCPT. Team members appointed by the Board of County Commissioners should represent the diversity of the community.

Although the terms are on-going, the Board of Commissioners is being asked to appoint/reappoint the following individuals to the Martin County Community Child Protection Team, in an effort to keep the list of Board of Commissioners' appointments current:

- County DSS Director – Angela Ellis
- Law Enforcement Officer – Drew Robinson
- Attorney – Seth Edwards
- School Superintendent – Clay Wagner, Designee
- County Social Services Board – Juanita Brown (was previously Rachel Craddock)
- Mental Health Professional – Hope Eley, Trillium
- Guardian Ad Litem Coordinator – Michele Benson
- Public Health Director – Wes Gray / Vickey Manning, Designee
- Local Health Care Provider – Kristi Hassell, RN

Additional five team members include:

- Jason Steward – Director of Martin County Communications
- Stacey Pippin – Williamston Fire and Rescue
- Jane Pacenta – Parent Representative
- Deborah Fonville – Department of Public Safety, Juvenile Services
- Jodie Bickerstaff – Memorial Baptist Preschool

The above board appointment/reappointment was **Approved** and **Accepted** as part of the consent agenda.

c. Child Fatality Prevention Team

The North Carolina Child Fatality Prevention System has three tiers. The North Carolina Child Fatality Prevention Task Force (a legislative study commission), the North Carolina Child Fatality Prevention Team (a state team, which reviews child death through the Medical Examiner system), and the Community Child Protection Teams, which review active cases of suspected abuse and neglect, and child deaths due to suspected abuse and neglect. Legislatively established in 1993, the local child fatality prevention teams (CFPT) operate as a sub-committee of the Community Child Protection Teams in all 100 counties. The local health departments has the responsibility of ensuring that these teams are operational. Terms would be ongoing until the individual no longer serves, vacates the position or replaced in the board.

The Martin County Child Fatality Prevention Team requested that the Martin County Board of Commissioners appointment the following individuals to serve on the local Child Fatality Prevention Team, for a one-year commitment with no term limits on time served:

- Law Enforcement Officer- Sheriff Tim Manning or his designee
- EMS/Fire Fighter- Captain Stacey Pippin, Williamston Fire Department
- Parent Representative- Mrs. Jane Pacenta
- Other County Commissioner Appointee: Mr. James Ward, Department of Public Safety
- Other County Commissioner Appointee: Chief Travis Cowan or his designee, Williamston Police Department.
- Other County Commissioner Appointee: Ms. Sandy Rhodes, Center for Family Violence Prevention.

The above board appointment/reappointment was **Approved** and **Accepted** as part of the consent agenda.

INTRODUCTION OF NEW EMPLOYEE(S)

Martin County Cooperative Extension

Ms. Lisa Smith, former Extension agent, was announced as the Martin County Cooperative Extension Interim Director by the Northeast District Extension Director for NC State Extension, Art Bradley. Northeast District Director Bradley stated that Beaufort County Cooperative Extension Director Rod Gurganus was the Interim Director for Martin County Cooperative Extension office for the last 2 years. Northeast Director Bradley stated Ms. Smith worked in the 4-H department of Cooperative Extension before becoming an Executive Director of the Pitt County Mental Health Association. Mr. Bradley stated Ms. Smith then became an Expanded Food and Nutrition Education Program (EFNEP) Assistant before taking another position as the Family Consumer Sciences Agent. Ms. Smith was reported by Mr. Bradley to be a person of community as she volunteers in the community and participates with boards such as the Martin Community College Board of Trustees. Northeast District Director Bradley gave thanks to the board for continued partnership with NC State and NC A&T to provide services and programs for Martin County, which is known as Cooperative Extension.

Ms. Smith and Mr. Bradley were both thanked and welcomed.

Ms. Jean Brownfield was introduced by Cooperative Extension Interim Director, Lisa Smith, as the new Expanded Food and Nutrition Program Educator. Interim Director Smith stated Ms. Brownfield was a Martin County resident and she was one of the first managers of the Farmer's Market. Interim Director Smith reported Ms. Brownfield had previous experience as a school teacher and is a great educator.

Ms. Smith and Ms. Brownfield were both thanked and welcomed.

Martin County Department of Social Services

Martin County DSS Director Angela Ellis introduced Mr. Jose Hernandez and Ms. Teresa Sanders as the new employees of the Income Maintenance Unit for Martin County DSS. MC DSS Director Ellis stated Mr. Hernandez has begun employment as a Family and Children Medicaid Caseworker and Ms. Teresa Sanders has begun employment as an Adult Medicaid Caseworker. MC DSS Angela Ellis stated that both employees were doing well since being hired and were participating in training.

PRESENTATIONS

Honey and Agriculture

Mr. Berry Hines Sr. made a presentation informing citizens of agriculture programs and products that are available in Martin County. Mr. Hines Sr. stated he had a stroke after retiring from the Army and he felt that he needed to change his diet. Mr. Hines Sr. stated that the healthiest food he had ever eaten came from his family farm and he needed to return to this diet. Mr. Hines Sr. reported that he was raised farming and tending to bees, but became more serious after retirement. Mr. Hines Sr. reported that he earned his title as Master Beekeeper with North Carolina State Beekeepers Association, which is the prototype program for other states. Mr. Hines Sr. stated he teaches and works with all age groups, but especially the youth due to the need of future farming and individual sustainability. Master Beekeeper Hines Sr. informed the board that he was leasing bees for crop pollination when he became interested in farming again.

Mr. Berry Hines Sr. reported the *Eastern North Carolina Farmer Collaborative* was his collaborative for farmers and he also made products with his honey called *Be Blessed Pure Honey*. Mr. Berry Sr. stated his programs also collaborated with *Native Brand Honey* and *Shades of AgriKulture* of the Pineywoods community in Jamesville, NC. Master Beekeeper Hines Sr. explained that the Eastern North Carolina Farmer Collaborative worked with tier one counties East of Highway Route 95 due to high distressed rates, median income, high chronic diseases and other stressful conditions. Master Beekeeper Hines Sr. spoke about the chronic illnesses and diseases in the Pineywoods/Darden areas of Jamesville, NC. Mr. Hines Sr. reported the Pineywoods/Darden Community Initiative was established to improve these conditions, in which honey and crops were being produced and sustaining. Master Beekeeper Hines Sr. stated *Shades of AgriKulture* and the *Eastern North Carolina Farmer Collaborative* were both nonprofits with 12 farmers participating from Tier 1 areas. Mr. Hines Sr. reported that the programs helped small farmers in ways such as:

- Increased production on small farm(s) without buying more property
- Financing for farming equipment such as greenhouses (Tunnel Farming/ Seasonal Extenders)
- Tending to bees for crop pollination, installation, and producing products
- Teaching farmers how to produce crops both old and new to them.
- Lessons about niche crops such as Bok Choy, Daikon Radish, and Mizuna,
- Bed seeding that helps with eye and hand coordination
- Collaborating small farmers to pull their produce together to sell in grocery stores.
- Marketing, Selling and Training for beekeepers as well as farmers

Lastly, it was reported that two of the farmers in the collaborative have already begun leasing bees and producing honey products, which could bring in money to the county from the county. Mr. Hines Sr. reported the collaborative provided for 5 grocery stores and one of his beekeepers in Edgecombe County would receive state charter as a Bee Club soon.

Mr. Berry Hines Sr. was thanked for his presentation and services by the Board.

COVID 19 Update

MTW Health Director Wes Gray presented a Covid 19 Update. Health Director Gray stated in North Carolina and in the United States, there was a peak of COVID 19 cases around January 18, 2022 and cases have decreased since then. In the past week, North Carolina cases have decreased by

43%, but there was an increase in deaths. MTW Health Director Gray reported the death rate peaked some days after January 18, 2022 and it was expected that this rate would decrease. Director Gray reported there were 20 new positive cases and 4 people hospitalized in Martin County. Director Gray reported Martin County had 409 positive cases of 1,429 individuals tested within the last 2 weeks. Director Gray reported testing would continue through the Scout Hut in Williamston and the Old East End School of Robersonville. MTW Health Director Gray announced Jamesville, NC may have a testing site around February 21, 2022.

Next, Health Director Gray compared the data of the Delta and Omicron Strands of Covid 19. Director Gray reported the Delta wave lasted 4 months, with an average of 1,362 cases in Martin County, and an average of around 28 deaths. Director Gray stated the Omicron strand was more contagious but remained less symptomatic.

MTW Health Director Wes Gray provided a COVID 19 update on outbreaks within the county congregant living facilities. Health Director Gray reported the Carrolton had 4 staff and 12 residents positive, Vintage Inn had 4 staff members and 11 residents positive, and the Williamston House had 6 staff members and 27 residents that tested positive.

Lastly MTW Health Director Gray reported Martin County was 53% vaccinated for Covid 19 with 53% of the population having the first dose, 49% of the population having received the second dose, and 41% of the population receiving a booster. MTW Director Wes Gray recommended those interested in booster shots to wait 5 months to receive the Pfizer and or Moderna Vaccinations and wait 2 months after receiving the Johnson& Johnson vaccination.

Chamber of Commerce

The Chamber of Commerce could not attend the meeting due to unforeseen reasons.

OLD BUSINESS- None

NEW BUSINESS

Martin County 2022 Budget Retreat Schedule

Martin County Manager Bennett reported the Budget Retreat was scheduled for March 29- March 30, 2022. Manager Bennett stated the presenters were Chairman Kitty Barnes of the Catawba County Board of Commissioners, the former NCACC Director of Tax and Revenue Outreach David Baker, and former Durham County Manager Wendell Davis. Manager Bennett reported the format of the budget retreat would be the same wherein the department heads would make powerpoint presentations to present items needed in their budget for the upcoming fiscal year. Manager Bennett asked for the approval of the schedule of presentations.

Commissioner Biggs made a **Motion** to approve the 2022 Budget Retreat Schedule with a **Second** by Commissioner Bond Jr. Motion was **Carried** unanimously.

Resolution Directing the Relocation of Graves

The North Carolina Department of Transportation (NC DOT) sent notification to Martin County in regards to the relocation of a cemetery on 6970 US Hwy 17 Williamston, NC. The NC DOT stated notification to the county was required based on General Statute N.C.G.S. § 65-106.

The General Statute states:

“By the State of North Carolina or any of its agencies, public institutions, or political subdivisions, the United States of America or any agency thereof, when it shall determine and certify to the board of county commissioners in the county from which the bodies are to be disinterred that such removal is reasonably necessary to perform its governmental functions and the duties delegated to it by law.”

NC DOT was asked by County Manager Bennett to make due diligence with the family to ensure the relocation of the grave site was acceptable and all required procedures to relocate the grave site was conducted properly and timely. The family agreed to the relocation and the gravesite would be relocated some feet backwards from its original road side position. The resolution is as stated:

Resolution Directing the Relocation of Graves

WHEREAS, the North Carolina Department of Transportation (NCDOT) is an agency of the State Of North Carolina with the authority to effect the disinterment, removal, and retirement of graves pursuant to N.C.G.S 65-106(a) (1); and

WHEREAS, NCDOT has advised the Board of Commissioners of the necessity for NCDOT to disinter eight (8) graves lying within the proposed right of way of 6970 US HWY 17, Williamston property further back on the existing property in Williamston.

WHEREAS, the eight (8) graves will be relocated from the front of the property to an area further back on the existing property.

BE IT RESOLVED, the Martin County Board of Commissioners finds it is necessary for the NCDOT to disinter, remove, and reinter these graves as described above.

BE IT FURTHER RESOLVED, that the Board of Commissioners directs that the disinterment, removal, and reinternment of this grave shall be done in accordance with all the requirements of N.C.G.S § 65-106, with a copy or the recorded certificate of the removal facts to be provided to the Martin County Attorney

Adopted this ____th day of _____, 20____

Ronnie Smith, Chairman
Martin County Board of Commissioners

Julia S. Rease, Clerk to the Board

Motion to adopt the Resolution Directing the Relocation of Graves made by Commissioner Gurganus and **Seconded** by Commissioner Biggs. Motion was **Carried** unanimously.

Resolution in Support of Information Technology

Martin County is a Tier 1 county having limited resources, high poverty rates, and limited educational opportunities for adults and children. Residents whom many are elderly deserve the right to use telemedicine to reduce or eliminate the need to travel excessive miles to adequate medical facilities, local businesses deserve the opportunity to connect to millions of consumers through Broadband, and local business deserve opportunity to recruit qualified employees that can work remotely while living in their community. Last month, a letter was sent to the North Carolina Department of Information Technology in support of Information Technology to provide Broadband for Martin County. The Board is asked to approve the resolution as stated in further support of Information Technology.

RESOLUTION IN FURTHER SUPPORT OF INFORMATION TECHNOLOGY

WHEREAS, Martin County is a Tier 1 county having limited resources, high poverty rates, and limited educational opportunities for adults and children.

WHEREAS, children deserve the same educational opportunities that other children that are served with broadband.

WHEREAS, residents whom many are elderly deserve the right to use telemedicine to reduce or eliminate the need to travel excessive miles to adequate medical facilities,

WHEREAS, local businesses deserve the opportunity to connect to millions of consumers through Broadband,

WHEREAS, local business deserve opportunity to recruit qualified employees that can work remotely while living in their community,

NOW, THEREFORE IT BE RESOLVED, Martin County is in Support of Information Technology to provide broadband to the children, residents and businesses within the county. Furthermore, Martin County Government along with Martin County Schools and Martin Community College all support this endeavor.

Adopted this ____, day of ____, 20__

Ronnie Smith, Chairman
Martin County Board of Commissioners

Julia S. Rease
Martin County Clerk to the Board

Commissioner Gurganus made the **Motion** to approve the resolution with a **Second** by Commissioner Biggs. Motion was **Carried** unanimously.

Resolution and Letter Supporting the Submittal of SEARCH Grant Application

The USDA SEARCH Grant program is to assist small and financially distressed rural communities with predevelopment feasibility studies. Design and technical assistance on proposed water and

waste disposal projects as governed by the Code of Federal Regulations, Title 7, Part 1774 - 7 CFR 1774 and Section 306 of the Consolidated Farm and Rural Development Act governs the program. The SEARCH Grant could assist paying predevelopment planning costs, including Feasibility studies to support applications for funding water or waste disposal projects, Preliminary design and engineering analysis, and Technical assistance for the development of an application for financial assistance. Areas to be served must be rural and financially distressed rural areas with a population of 2,500 or less and have a median household income below the poverty line or less than 80 percent of the statewide non-metropolitan median household income based on latest Census data, Water District #1 of Martin County meets all requirements as stated above and financial assistance has been requested from USDA.

Manager Bennett explained that a grant/loan was being applied for after the board approved of the SEARCH Grant to fund an engineering study by the Wooten Construction Company. The engineering study was to improve water infrastructure in Martin County. Manager Bennett stated the grant/loan was worth \$3.4 million and required a \$30,000 match in funds from the county. Manager Bennett reported that eligibility in Water District 1 was met and 30,000 was received for the SEARCH Grant with Wooten Company. Manager Bennett reported Water District I did meet eligibility criteria for the engineering study, but Water District II did not as there was a bigger population. County Manager Bennett stated a resolution was needed from Martin County supporting the application submittal. Manager Bennett also stated Finance Manager Bennett was working on the grant application and there were discussions for assistance with the new USDA State Director Reginald Speight.

RESOLUTION AUTHORIZING THE SUBMITTAL OF THE USDA SEARCH GRANT APPLICATION

WHEREAS the USDA SEARCH Grant program is to assist small and financially distressed rural communities with predevelopment feasibility studies, design, and technical assistance on proposed water and waste disposal projects as governed by the **Code of Federal Regulations, Title 7, Part 1774 - 7 CFR 1774** and **Section 306** of the **Consolidated Farm and Rural Development Act** governs the program

WHEREAS, to pay predevelopment planning costs, including Feasibility studies to support applications for funding water or waste disposal projects, Preliminary design and engineering analysis, and Technical assistance for the development of an application for financial assistance,

WHEREAS, Areas to be served must be rural and financially distressed rural areas with a population of 2,500 or less and have a median household income below the poverty line or less than 80 percent of the statewide non-metropolitan median household income based on latest Census data,

WHEREAS, Water District #1 of Martin County meets all requirements as stated above and financial assistance has been requested from USDA.

Now therefore be it resolved, by the County of Martin Board of Commissioners:

BE IT THEREFORE RESOLVED by the Martin County Board of Commissioners that the County Manager, Finance Officer, and Assistant Finance Officer are hereby authorized to execute any paperwork necessary that is associated with the USDA Application for the Engineering Study.

Adopted this ___ day of _____, 20__

Ronnie Smith, Chairman
Martin County Board of Commissioners

Julia S. Rease,
Martin County Clerk to the Board

Letter Approving Submittal of USDA Grant

February 3, 2022

Martin County – USDA Application

To Whom It May Concern:

On Behalf of the County of Martin and by virtue of this letter, I _____, designate U. James Bennett, Martin County Manager, as the Authorized Representative in the submittal of information into the loan/grant application on behalf of the County of Martin. Further the Board of Commissioners will formally approve the final application before it is submitted for USDA review and approval.

Representative Contact Name and Number: U. James Bennett
Martin County Manager
252-789-4302

Sincerely,

Ronnie Smith, Chairman
Martin County Board of Commissioners

Commissioner Biggs made a **Motion** to approve the letter and resolution authorizing the Submittal of the USDA SEARCH Grant Application with a **Second** by Commissioner Bond Jr. Motion was **Carried** unanimously.

W.K. Dickson Grants and Approval of Project Authorizations

Work Authorization #3 MCZ: t-Hanger & Apron

W.K. Dickson Project Manager Jason Elliott explained that the Martin County Airport and Martin County (OWNER) desires to proceed with design, permitting and bidding services for the T-Hangar Taxilane & Apron project at the Martin County Airport (MCZ). The airport currently has a hangar waiting list and is in need of additional T-Hangars.

The Taxilane portion of this project will provide access to the north side of the 10-unit T-Hangar building being design under Work Authorization #1. The airport has also had recent interest from potential tenants interested in building a new hangar at the airport but haven't had an available space. The apron portion of the project will provide a location for two (2) future 60'x60' hangars. The project

will ultimately help bring additional aircraft to MCZ and increase revenue coming into the airport. The approximate location of the proposed Taxiway and apron are shown on Exhibit 1.

Design shall be in accordance with the following FAA Advisory Circulars:

- 150/5300-13A – Change 1: Airport Design
- 150/5320-5D: Airport Drainage Design
- 150/5320-6G: Airport Pavement Design and Evaluation
- 150/5370-2G: Operational Safety on Airports during Construction
- 150/5370-10H: Standards for Specifying Construction of Airports

This project is included on the airport's Transportation Improvement Plan (TIP) project request list and the current Airport Layout Plan (ALP) that was conditionally approved on May 5, 2006. The project is expected to be completely funded (100%) by state funds through the NCDOT's 2020-2029 State Transportation Improvement Program (STIP).

Commissioner Ayers **Motioned** to approve Work Authorization # 3 MCZ T-Hangar & Apron Design and Bidding Contract with a **Second** by Commissioner Gurganus. Motion was **Carried** unanimously.

Work Authorization #4 MCZ Parallel Taxiway Construction Services

Martin County (OWNER) desires to proceed with construction services for the Parallel Taxiway project at the Martin County Airport. The Parallel Taxiway project will provide the airport with a full-length parallel taxiway by extending the existing taxiway from the apron/terminal area to the Runway 21 end. The project is needed to increase safety for users of the airfield and is a high priority for OWNER. Design and bidding services are being completed under Work Authorization #6 of the previous master agreement. This project is included on the airport's Transportation Improvement Plan (TIP) project request list and the current Airport Layout Plan (ALP) that was conditionally approved on May 5, 2006. The project is expected to be completely funded (100%) by state grant funds.

The attached scope of services outlines project management and grant administration, construction administration, project closeout, full-time construction observation, quality assurance testing, and flight check assistance services to be provided by WK Dickson (ENGINEER) to assist the (OWNER) with this project.

Commissioner Ayers **Motioned** to approve Work Authorization # 4 MCZ Parallel and Taxiway Construction Services with a **Second** by Commissioner Gurganus. Motion was **Carried** unanimously.

W.K. Dickson Recommendation of Award and Parallel Taxiway Construction Project to Fred Smith

Bids for the Parallel Taxiway project were received by Martin County on Friday, January 28, 2022, at 2:00 PM. Three bids were received and read aloud publicly in accordance with North Carolina bidding laws. Bids were received from the following:

- Barnhill Contracting Company
- FSC II, LLC dba Fred Smith Company
- Trader Construction Company

The low bid was received from Fred Smith Company, with a Base Bid amount of \$4,224,432.00 and an Additive Bid No. 1 amount of \$135,000.00. The certified bid tabulation and bid summary are in the letter attached.

WK Dickson has reviewed the DBE documentation submitted by Fred Smith Company and has confirmed that the proposed participation exceeds the contract DBE goal of 5.0%. WK Dickson has reviewed the Fred Smith Company proposal and has deemed the proposal to be the lowest responsive, responsible bid. The proposal is also less than the Engineer’s Estimate of Probable Construction Costs and the amount of federal grant funds awarded for the project.

Based on review of the proposal documents, WK Dickson recommends that Martin County award the referenced project to Fred Smith Company. A recommended award of the Base Bid plus Additive Bid No. 1 for a total contract amount of \$4,359,432.00. W.K. Dickson recommended award contingent on the contractor providing the required Performance Bond, Payment Bond, and Certificates of Insurance, as outlined in the contract documents.

Lastly, W.K. Dickson Project Manager announced that Martin County Airport was to receive an additional \$110, 000 by the passing of the Bipartisan Infrastructure Law for the next 5 years.

Commissioner Ayers **Motioned** to approve Martin County awarding the Fred Smith Company the referenced project with a **Second** by Commissioner Gurganus. Motion was **Carried** unanimously.

Budget Amendment(s)

Budget Amendment #17

Finance Officer Cindy Ange stated the County engaged an attorney to assist with issues concerning the hospital. The expenses exceeded the amount budgeted for attorney fees in the original budget.

BUDGET ORDINANCE AMENDMENT-17

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
General Government		
Legal	\$ 50,000	

This will result in an increase of \$50,000 in the expenditures of the General Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance Appropriation	\$ 50,000
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Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

Motion by Commissioner Biggs and **Seconded** by Commissioner Bond Jr. to adopt the above budget ordinance amendment this 9th day of February 2022. Motion was **Carried** unanimously.

	For your information	INC	DEC
Legal Services - other	1141500 519210	\$ 50,000	
Fund Balance Appropriation	1100090 499099	\$ 50,000	

CLOSED SESSION – N.C. G. S. 143-318.11(a) (3) – Client/Attorney Privilege

Around 8:42 p.m., Commissioner Gurganus made a **Motion** to enter Closed Session – N.C. G. S. 143-318.11(a) (3) – Client/Attorney Privilege, with a **Second** from Commissioner Ayers. The Board **Approved** the motion unanimously.

Around 9:45 p.m., Vice Chairman Bond Jr. made a **Motion** to enter Closed Session – N.C. G. S. 143-318.11(a)(3) – Client/Attorney Privilege, with a **Second** from Commissioner Biggs. The Board **Approved** the motion unanimously.

OPEN SESSION

BOARD REPORTS / COMMISSIONERS' COMMENTS - NONE

Managers' Report

Good Golf Challenge Grant

Manager Bennett gave the board emails from Casey Crenshaw and Wesley Beddard, President of Martin Community College, in regards to the Good Golf Challenge Grant. County Manager Bennett reported Martin Community College would be able to receive this grant of \$625,000 - \$700,000 over the next 3 years if eligible. Manager Bennett reported a letter was composed in support of moving forward with the Good Golf Challenge Grant and asked for approval by the board to send the letter to apply for the grant with no cost to the county.

It was a General Consensus of the Board for the County Manager to send the letter to apply for the Good Golf Challenge Grant.

Letter of Support for Chaplin Hardison

Manager Bennett reported to the Board and staff that there was a letter being sent on the behalf of Martin County to Chaplin Ricardo Hardison for more than 19 years of service. Manager Bennett reported that Chaplin Hardison has retired after working with the counties of Martin, Bertie, and Tyrell. Chaplin Hardison served in Martin County in many aspects such as the ABC Board and the Bertie Martin Regional Jail. Chaplin Hardison has planned to retire on March 1, 2022.

It was a general consensus of the board for County Manager Bennett to send the letter of Support for Chaplain Ricardo Hardison.

New Member Expectation of the African American Experience – Northeastern North Carolina

Manager Bennett reported that the New Member Expectation of the African American Experience of the Northeast Carolina region is a group that shows the impact of African Americans throughout the years and provides an attribution to tourism. Manager Bennett reported the group is looking to have 15 participating counties and it currently has 5 counties on board. Manager Bennett reported that there would be an annual fee of \$2,000 to support the group and the board needed to name 2

people to serve on the board. Manager Bennett reported that Tourism Development Authorities in the current participating counties are funding the annual fee of \$2,000.

Vice Chairman Bond Jr. reported that it was understood that the Martin County Tourism Development Authority Director needed to be appointed to this board and Commissioner Gurganus stated that the Tourism Development Authority needed to be informed before moving forward.

Aviation Career Education Grant (ACE)

County Manager Bennett reported on the Aviation Career Education (ACE) Grant worth \$30,000. Manager Bennett reported that he spoke with the Wright Flight Program Director Mitch Manning and Airport Manager Jesse Council about the grant as well. County Manager Bennett reported Beaufort County had a training building worth \$300,000 and a simulator worth \$1,000,000. Manager Bennett stated the Wright Flight students that wanted to continue aviation after the Wright Flight Program has ended, they can continue their education in Beaufort County. The Wright Flight Program is a program for 6 graders interested in aeronomics to learn with staff from the Martin County Airport. The ACE Grant allows students like those participating in the Wright Flight Program to receive funding for educational opportunities.

555 Committee

Manager Bennett reported correspondence was received from North Carolina Attorney General Josh Stein thanking Chairman Roonie Smith for efforts conducted with the 555 Committee. Manager Bennett reported the 555 Committee served in the fight against opioids and the committee is involved in the Opioid Litigation. Manager Bennett stated the committee consisted of 5 county managers, 5 commissioners, and 5 attorneys. and efforts have been successful.

ADJOURNMENT

With no further business to discuss, Vice Chairman Bond Jr. made a **Motion** to adjourn the meeting around 9:55 p.m., with a **Second** from Commissioner Gurganus. Motion was Carried unanimously.

The next regular meeting was scheduled for Wednesday, April 13, 2022 at 7:00 p.m. in the Commissioners Boardroom.

Ronnie Smith, Chairman
Martin County Board of Commissioners

Julia S. Rease
Clerk to the Board

