

Commissioners
 Bennie Heath - Chairman
 James T. Shackleford-Vice Chair
 Jerry Jones
 Susan Blizzard
 Derek Burress



County Manager
 Kyle J. DeHaven

Finance Officer
 Beverly T. Stroud

County Attorney
 Gay Stanley

Retreat

The Greene County Board of Commissioners met for a Retreat at the New Bern Riverfront Convention center on November 10th, 2021 at 9:30am with the following present:

Chairman Bennie Heath, Vice-Chairman James T. Shackleford; Commissioners Jerry Jones and Derek Burress. County Manager Kyle DeHaven, and Guest Neil Emory, of the North Carolina Association of County Commissioners, was also in attendance.

Absent: Commissioner Susan Blizzard

Guest: 0

Staff: Finance Director Beverly Stroud, and Elections Director/It specialist Trey Cash

Year in Review:

County Manager Kyle DeHaven reviewed the prior 16 months progress of Greene County to the Board of Commissioners. He began with the uncertainty of COVID-19 and how it influenced a highly conservative FY 19-20 budget. The review of CARES money was discussed and the opportunities it presented. The Funds allowed for the repurposing of funds to strategically improve the County. These improvements included resurfacing Parking lots, and renovating the County Complex, and installing Touchless Bathrooms in public facilities.

Manager DeHaven then reviewed the FY 21-22 budget approach which maintained a conservative approach with a reduction in Sales Tax, and increases in Sewer and Landfill Fees.

Manager DeHaven reviewed the accomplishments from this 16 month period, and they included removal from the LGC unit assistance List, a continued shift to a Proactive Management Approach, Increased & Expanded Service Provision, Responsive and adaptive spending, Overall Growth, and Inclusion.

Financial Conditions:

Ms. Beverly Stroud reviewed the financial conditions of the County. She reviewed some routine checks and balances performed to gain a snapshot of the current conditions. She reviewed the County's Change

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www.greencountync.gov

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

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in Unassigned Fund Balance since 2014 which showed a increase in approximately \$5 million dollars. Ms. Stroud then reviewed that the County's Unassigned Fund Balance was higher than other Counties with a population below 25,000, and with the state as a whole over the past 5 years.

Ms. Stroud reviewed the financial findings of the County and made note of their decrease from 13 in 2015 to 0 in 2021. She also mentioned the removal from the LGC unit assistance list from hard work and improved internal controls processes.

Ms. Stroud then reviewed new goals and programs being implemented and improved in the finance department. ARPA funds were a large part of this. Work she forecasted on the horizon included a Major Munis upgrade in 2022, installation of Employee Self Service and timekeeping in 2022, creation of a formal accounting policy manual, and updated written accounting procedures.

All Commissioners in attendance expressed their thanks and gratitude for the leadership provided by Ms. Stroud.

Roles/Responsibilities:

Mr. Neil Emory, of the North Carolina Association of County Commissioners, presented to the Commissioners about Roles and responsibilities of County Commissioners, and emphasized Team Work. Mr. Emory provided a packet of literature titled Eight Behaviors for Smarter teams, written by Roger Schwartz. All Commissioners were instructed to read this before the Retreat by Mr. Emory. The Eight Behaviors this article details are 1.) state views and ask genuine questions, 2.) share all relevant Information, 3.) use specific examples and agree on what important words mean, 4.) Explain reasoning and intent, 5.) Focus on interests, not positions 6.) test Assumptions and inferences, 7.) Jointly design next steps, 8.) Discuss undiscussable issues.

Mr. Emory Stressed the importance of teamwork and why it is important in County Government. He emphasized the importance of understanding the different roles in Government and how honest communication is the building block for a solid Board.

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ARP Overview:

Ms. Stroud led this session on the American Rescue Plan. She began by giving an overview of what the ARP is, and what it funded in total. She explained some of the accounting functions and retention requirements of the ARP funds, as well. She reviewed the four categories of spending, which are

- 1) Response to the public health emergency or its negative economic consequences
- 2) Provision of premium pay to eligible workers
- 3) Revenue replacement
- 4) Investments in water, sewer and broadband infrastructure

She then briefly described the requirements of each category and gave some examples of eligible expenses of each. She explained the extensive reporting requirements for these funds and reviewed some Pitfalls the County would be wise to avoid.

The Manager and Commissioners in attendance thanked her for her thorough explanation of a very difficult subject.

Visioning Session:

County Manager DeHaven led the final session of the day which was the visioning session. First, he reviewed some previously approved ARP expenses already approved by the Greene County Board of Commissioners. They are Body cameras, a Waterline relocation at Pope Farm Rd, and Waterline Relocation on Rte. 123 on the Transmission Main. He explained how each approved expense were eligible from the Interim Rules and FAQ's.

Mr. DeHaven then reviewed some ARP ideas that had been mentioned informally. Those ideas were Premium Pay, Broadband, and COVID Sick Leave. At this time, Ms. Stroud presented two options for Premium Pay. Both options were similar, but the second option had a larger window of inclusion for staff that worked during the pandemic. The Commissioners liked the second option as it was more inclusive and wanted to see it at the next regularly scheduled meeting for a formal vote. The next item discussed was broadband. Mr. DeHaven mentioned that at that time, County's did not have the legal authority to use the restricted ARP funds for Broadband grants as it they were not unrestricted. The

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final item discussed was COVID Sick leave. Mr. DeHaven mentioned that there were many variables that made this idea very questionable. The fairness of retroactivity of this program and the cost to the County were the two main point against. Other variables to consider were whether new time would be given or it be an extension of the prior EPSL.

County Manager DeHaven then asked the Commissioners in attendance for any new ideas they might have for the County, and also for the ARP funds.

Commissioner Buress mentioned he would like playground equipment for the recreation department researched for eligibility of the ARP funds. He also wanted the eligibility of trash compactors for the Landfill department researched. His last idea was to check ARP eligibility of Crisis Intervention for DSS.

Commissioners Jones agreed that he would like the Crisis Intervention Researched as an ARP eligible expense. He also suggested researching booking future for fuel as the prices continued to grow.

Commissioner Buress then mentioned mapping the County's inventory of buyout properties for potential recreational uses.

Adjourn:

With no more discussion or recommendations, the Chairman of the Greene County Board of Commissioners adjourned the retreat meeting.

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NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, December 20, 2021 at 7:00 p.m. in the Wellness Center. Present for the meeting: Chairman Bennie Heath, Vice Chairman James T. Shackleford Jr, Commissioners Jerry Jones, Susan Blizzard and Derek Burress, County Manager Kyle DeHaven, County Attorney Gay Stanley and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Bennie Heath called the meeting to order, and gave the invocation and led the Pledge to the Flag.

B. Approval of Agenda

Commissioner Jones made a motion to take item G2 off the table as requested information has been obtained sooner than expected. Commissioner Shackleford seconded the motion. Chairman Heath called for the vote and the Board voted unanimously to approve taking item G2 off the table.

Chairman Heath proceeded by requesting Closed Session be moved to E1 and add Attorney Client Privilege after the Public Hearing. Commissioner Burress asked about item G2 stating it had been tabled until first meeting in January, Chairman Heath explained that since the County Manager acquired the requested documentation and it has been requested and approved to take it off the table it is permitted to proceed with it tonight.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the Agenda as modified.

C. Consent Agenda

Chairman Heath asked if there were any changes to the Consent Agenda. There were none and he called for a motion.

On motion by Commissioner Jones and second by Commissioner Shackleford the Board voted unanimously to approve the Consent Agenda.

- November 10, 2021 Retreat Meeting Minutes
- Releases/Refunds
- Monthly Collection Report
- Budget Amendment; DSS (5)

Refunds: NCVTS Tax & Tag

Estate of Blanche Nethercutt	\$29.57	Estate of Blanche Nethercutt	\$7.30	James Titus Ham III	\$10.07
Nathaniel Atkinson	\$131.87	Soledad Vallejo Nichols	\$45.13	Sara Katherine Tyner Larson	\$21.90

Releases: Ad Valorem Tax

Maranda Lynn Boswell	\$45.00	William Edward Sugg, III	\$90.00	William Edward Sugg, III	\$45.00
William Edward Sugg, III	\$45.00	Thomas Arthur Sugg	\$45.00	Thomas Arthur Sugg	\$45.00
Thomas Arthur Sugg	\$45.00	Sugg Family Farming, Inc.	\$45.00	T & E Sugg Equipment Rental, Inc.	\$90.00
Rory & Misty Wood, Jr.	\$90.00	Rory Allen Wood, Jr.	\$45.00	Rory Allen Wood, Jr.	\$45.00
Rory Allen Wood, Jr.	\$45.00	Harold T. Hill	\$45.00	Harold T. Hill	\$45.00
Howard B. Hill	\$45.00	Hill Brothers Farms, Inc.	\$45.00	Melvin C. Hill	\$45.00

Refunds: Ad Valorem Tax

Dan Keith Whitley	\$132.56	Mary Jones Hardy	\$30.78		
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D. Public Hearing – Economic Incentives, Precision

Chairman Heath opened the public hearing and introduced Mr. Mark Pope from the Global Transpark Economic Development Region. Mr. Pope gave any overview of the economic incentives being considered. Chairman Heath for any public input/questions. None were received and the Chairman closed the public hearing and thanked Mr. Pope for the presentation. Chairman Heath then called for a motion to approve the Economic Development Agreement for Precision Graphics.

On motion by Commissioner Jones and seconded by Commissioner Shackleford, the Board voted unanimously to approve the agreement.

E. Closed Session – Personnel and Attorney Client Privilege

Motion/Second In: Commissioner Jones/Commissioner Shackleford, the Board voted unanimously to approve going into Closed Session.

Motion/Second Out: Commissioner Blizzard/Commissioner Jones, the Board voted unanimously to approve coming out of Closed Session.

F. Public Comments

None

G. Presentation – Brock Kearney – Update on the Paramedic Transition Plan

Mr. Kearney stated they have met with the State Office of Emergency Management and they were impressed with the progress and Mr. Kearney stated their certification is on track. Supplies have been ordered and are starting to come in and they hope to have equipment for paramedics installed after the first of the year. Commissioner Blizzard asked if they have a Go Live date set and Mr. Kearney stated it is set for February 1, 2022. He noted that the staff is excited as well as the public is excited also. Commissioner Blizzard asked for another update 2 months after they go live.

H. County Manager Report

1. Mr. DeHaven presented a Resolution for the 2022 Greene County Board of Commissioners Regular Meeting Schedule. He stated this schedule follows the same meeting time format as the current year. Previously, this Resolution was considered and concerns surrounding the attorney's availability due to various Court Schedules. He noted that this is going to happen on occasion but he also noted that Judge Heath stated recently in a meeting with him that sharing of the attorney will be taken into consideration moving forward. Commissioner Burress stated he is willing to consider morning meetings if they could be kept to administrative issues and if we could put public hearings and such on the evening meetings.

On motion by Commissioner Jones and second by Commissioner Shackleford to accept the 2022 Regular Meeting Schedule as is, the Board voted four to one (Commissioner Blizzard voted nay) to accept the meeting schedule as is.

2. Mr. DeHaven next presented Custodial Maintenance Proposals along with the RFP's as requested. He noted that Crystal Clean sent the RFP and it is same as the quote. Drake Janitorial

did not do the RFP and withdrew their quote. Red Coats submitted the RFP as requested. Commissioner Burress asked what will we do with the current cleaning staff. Can we place them in other jobs within the county? Mr. DeHaven stated they can apply for other county positions and they can apply with the company we hire as well. Commissioner Blizzard asked that floor care be worked into the contract and also add dispatch as well.

On motion by Commissioner Jones and seconded by Commissioner Shackleford to award the contract to Red Coats, the Board voted unanimously to approve the awarding of the contract to Red Coats.

3. Mr. DeHaven next presented a Grant Project Budget Ordinance Amendment. The budget amendment is needed for the ARP project fund now that Premium Pay has been distributed to employees as was directed by majority vote.

On motion by Commissioner Jones and seconded by Commissioner Blizzard the Board voted unanimously to approve the Budget Amendment.

I. County Attorney Report

No comment.

J. Commissioner's Report and Recommendations

Chairman Heath went over the county COVID numbers for the past week, we have seen a big jump in new COVID cases with the majority of them in a congregate setting. Commissioner Burress announced that a former Finance Officer/Interim County Manager Mrs. Debbie Gay had passed away and asked all to keep her family in our prayers. He also thanked local fire departments that sent resources and personnel to the fire at the QVC Distribution Center in Rocky Mount. He thanked the Snow Hill Police Department for making six children's Christmas bright and merry this year with their "Shop with a Cop" program. He noted he was seeing as many Christmas decorations as there have been during the previous years, but he has been impressed with those that he has seen. He also noted that a movie is being filmed in Greene County. Trameeca Sanders of Lot 34 Films is producing a movie titled "A Holly Jolly Christmas" at the Lindell House just outside Stantonburg. He announced that on December 21st, a group of local businesses including Manning Buildings, Ole Time Smokehouse and SLS Customs will be giving back to the community. They are giving out a BBQ sandwich, chips and drink free of charge. The event took place at Manning Buildings at 674 Hwy 258 N at 11 a.m. He noted there have been six steering committees hosted by the NCACC since the last meeting. One committee was canceled and that meeting has been rescheduled for Tuesday, January 18, 2022 at 10 a.m. which is the same day as our second commissioners meeting in January. Each of these committees have discussed updates to broadband, so if you did not attend one of these meetings, he encourages you to view the meetings online so that we can begin to make plans to tackle our

own broadband issue. The links to the meetings and powerpoints can be found in your emails. He also noted there have been several complaints about hunters running dogs on private property. As the season comes to a close, he encouraged hunters to build relationships with landowners before next year's hunting season to aid in getting permission to retrieve wildlife or hunting dogs that may cross property lines. He also encouraged citizens to check the trash schedules before the holidays and make plans to have your trash taken off before the sites close. The schedules can be found on the county website under public works. Commissioner Blizzard asked that Ms. Mooring work with Trey Cash to breakdown the meeting minutes online by the year and to make sure that approved attachments are with the minutes.

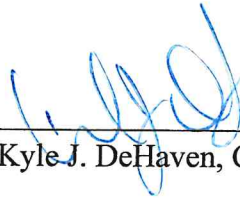
K. ADJOURN

On motion by Commissioner Blizzard and second by Commissioner Jones to adjourn the meeting, the Board voted unanimously to adjourn.



Bennie Heath, Chairman

Attest:



Kyle J. DeHaven, Clerk to the Board



GREENE COUNTY
LINE ITEM TRANSFER/BUDGET AMENDMENT
12/15/21
DSS

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -

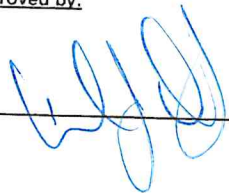
BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
CIP	11-171-4371-15	\$ 14,020.00	CIP	11-522-5630-00	\$ 14,020.00
Total		\$ 14,020.00	Total		\$ 14,020.00

Explanation: Funding Authorization #5

Requested by:
(Director's Signature)

Amanda Smith, mayor

Approved by:



GREENE COUNTY
LINE ITEM TRANSFER/BUDGET AMENDMENT

12/15/21

DSS

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -

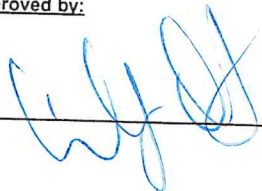
BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
CIP	11-171-4371-15	\$ 22,379.00	CIP	11-522-5630-00	\$ 22,379.00
Total		\$ 22,379.00	Total		\$ 22,379.00

Explanation: Funding Authorization #6

Requested by:
(Director's Signature)

Amanda Smith

Approved by:



GREENE COUNTY
LINE ITEM TRANSFER/BUDGET AMENDMENT

12/15/21

DSS

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -

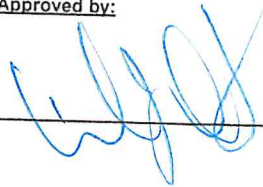
BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
ADOPTION ASST COVID RATE	11-171-4371-45	\$ 637.07	ADOPTION ASST COVID RATE	11-527-5630-05	\$ 637.07
Total		\$ 637.07	Total		\$ 637.07

Explanation: 10% COVID increase on the Adoption asst rate.

Requested by:
(Director's Signature)

Amanda Smith

Approved by:



GREENE COUNTY
LINE ITEM TRANSFER/BUDGET AMENDMENT

12/6/21

DSS

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -

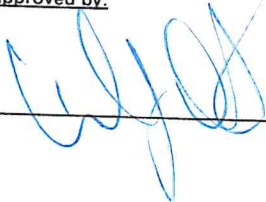
BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
SUPPLEMENTAL LINKS STIMULUS	11-171-4371-37	\$ 17,500.00	SUPPLEMENTAL LINKS STIMULUS	11-521-5483-00	\$ 17,500.00
Total		\$ 17,500.00	Total		\$ 17,500.00

Explanation: Supplemental Links funding for foster children or those who were in foster care meeting state age and time requirements

Requested by:
(Director's Signature)

Amanda Smith

Approved by:



GREENE COUNTY
LINE ITEM TRANSFER/BUDGET AMENDMENT

12/6/21

DSS

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -

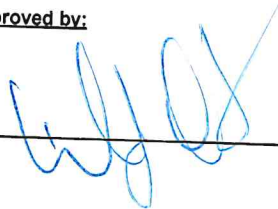
BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
LIEAP	11-171-4371-30	\$ 660.00	LIEAP	11-522-5631-01	\$ 660.00
Total		\$ 660.00	Total		\$ 660.00

Explanation: LIEAP FUNDS

Requested by:
(Director's Signature)

Amanda Smith, maw

Approved by:



RESOLUTION TO ADOPT THE 2022 REGULAR MEETING SCHEDULE OF THE
GREENE COUNTY BOARD OF COMMISSIONERS

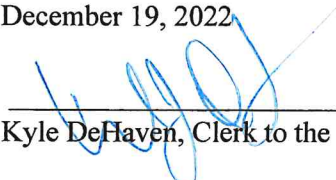
WHEREAS, General Statute 153A-40 allows the Board of County Commissioners to fix a time and place for regular meetings; and

WHEREAS, General Statute 143-318.12(a) requires the Board of County Commissioners schedule of regular meeting to be kept on file with the County Clerk; and

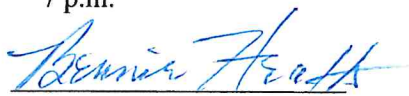
WHEREAS, the Board of County Commissioners desires to establish and formally publish the required schedule to inform all concerned of the same;

NOW, THEREFORE, BE IT RESOLVED by Greene County Board of Commissioners that the following meeting schedule be adopted with meeting to be held in the Greene County Operations Center at 312 SE Second St., Snow Hill NC 28580 at 10:00 a.m. the first meeting of the month and 7:00 p.m. the second meeting of the month, unless otherwise noted:

<u>DATE</u>	<u>WEEKDAY</u>	<u>TIME</u>
January 3, 2022	Monday	10 a.m.
January 18, 2022	Tuesday	7 p.m.
February 7, 2022	Monday	10 a.m.
February 21, 2022	Monday	7 p.m.
March 7, 2022	Monday	10 a.m.
March 21, 2022	Monday	7 p.m.
April 4, 2022	Monday	10 a.m.
April 18, 2022	Monday	7 p.m.
May 2, 2022	Monday	10 a.m.
May 16, 2022	Monday	7 p.m.
June 6, 2022	Monday	10 a.m.
June 20, 2022	Monday	7 p.m.
June 27, 2022	Monday	10 a.m.
July 18, 2022	Monday	7 p.m.
August 1, 2022	Monday	10 a.m.
August 15, 2022	Monday	7 p.m.
September 6, 2022	Tuesday	10 a.m.
September 19, 2022	Monday	7 p.m.
October 3, 2022	Monday	10 a.m.
October 17, 2022	Monday	7 p.m.
November 7, 2022	Monday	10 a.m.
November 21, 2022	Monday	7 p.m.
December 5, 2022	Monday	10 a.m.
December 19, 2022	Monday	7 p.m.



Kyle DeHaven, Clerk to the Board



Bennie Heath, Chairman of the Board

Grant Project Ordinance for the Greene County Coronavirus

State and Local Fiscal Recovery Funds

BE IT ORDAINED by the County of Greene, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The County of Greene has received the first tranche in the amount of \$2,046,203.00 of CSLRF funds. The total allocation is \$4,092,406.00, with the remainder to be distributed to the County within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

Sheriff Dept.:	\$30,000.00 Body Cameras
Water Dept.:	\$30,000.00 Pope Farm Rd Waterline Relocation
Water Dept.:	\$290,400.00 Rte. 123 Transmission Main Relocation
Premium Pay:	\$172,636.00 Premium Pay for ARP funds

Premium Pay: \$42,224.00 Premium Pay from Revenue Replacement Funds
Unassigned: \$3,527,146.00 Remaining funds to be designated

Section 3: The following revenues are anticipated to be available to complete the project:

CSLRF Funds \$4,092,406.00

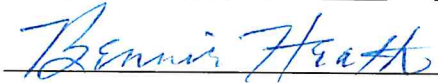
Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a monthly basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Budget Officer and the Finance Officer.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this ____ day of ____, 20__



Chairman of the Board, Greene County Commissioners



Clerk to the Board

GREENE COUNTY

LINE ITEM TRANSFER/BUDGET AMENDMENT

12/2/21

AMERICAN RESCUE PLAN ACT

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -

BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
ARP EXPENSE	07599-528503	\$ 214,860.00	ARP PREMIUM PAY	07600-528503	\$ 145,890.00
			MEDICARE	07600-513000	\$ 2,116.00
			FICA	07600-513100	\$ 9,045.00
			RETIREMENT	07600-513200	\$ 15,585.00
			REV REPLACEMENT PREMIUM PAY	07601-528503	\$ 35,910.00
			MEDICARE	07601-513000	\$ 521.00
			FICA	07601-513100	\$ 2,226.00
			RETIREMENT	07601-513200	\$ 3,567.00
Total		\$ 214,860.00	Total		\$ 214,860.00

Explanation: Premium Pay as approved by Board November 15, 2021

Requested by:

Bennie Heath

Approved by:

[Signature]