

Dukes County Commission (DCC)
Meeting Minutes
Wednesday, May 19, 2021
4:30 PM

REMOTE PARTICIPATION ONLY

Dukes County Commissioners Present: Christine Todd – Chair; John Cahill – Vice Chair; Keith Chatinover; Leon Brathwaite; R. Peter Wharton; and Tristan Israel, Donald Leopold

Other County Officials Present: Martina Thornton – Dukes County Manager and Paulo DeOliveira – Register of Deeds, Ann Metcalf – County Treasurer, Geoff Freeman – Airport Manager, Bob Rosenbaum – Chair of Airport Commission, Norm Werthwein
Advisory Board: Art Smadbeck, Bill Rossi,

Others Present: Lucas Thors – Vineyard Gazette, Noah Asimov – MV Times, Liz Durkee and Christine Flynn – MV Commission, James Hegarty – Edgartown town administrator, Paddy Moore (joint the meeting at time of Vaccination campaign discussion).

Christine Todd called the meeting to order at 4:30 PM.

Minutes

Leon and Peter moved approval of minutes from the DCC meeting on May 5, 2021. So voted. Leon yes, Peter yes, John yes, All in favor. (Tristan and Don were not present for that vote)

Auditor FY2020 Exit Conference – Frank Serreti from Powers & Sullivan will present the audit for FY2020 (see document on file). Jess Greene is the audit supervisor that was working on the County audit as well. Leon said that the Finance Committee met with Frank about a week ago and went over the audit and did get all questions answered and did not find anything wrong with the audit. Frank started with a statement that this was a very different year due to COVID and most of audit was done remotely and he thanked the County for flexibility and ability to fulfill request for electronic submission of documentation needed. Significant progress from prior year in internal controls, especially between the County and the Airport. There is only one significant deficiency. Lot of work was done by the Treasure and new checklists were created and the auditors saw many improvements. The overall result is a clean auditor's opinion. The County has good budgetary controls in place. Frank continued to highlight some numbers in the Financial Statements. The General Fund Balance \$817K from which \$650,169 is restricted (\$562K Registry) and \$167,154 is unrestricted. From that the County is only allowed to keep 10% of the assessment so about \$50k, which is in fact only about 10 days reserve. For comparison the recommendations by FOA (auditors association) is for about 3 months reserve \$333K (16% of county budget), for comparison Regional school districts are allowed to keep 5% of their next year's operating budget which would be about \$100K. He continued to review the fund balance changes over last year. He continued by reviewing county OPEB liability and noting that a small

change in discount rate can have significant impact on OPEB liability (p.47) and reviewed the net OPEB liability (p56).

Single audit report for federal funds is done due to the Airport receiving funding from FAA in the amount that triggers this type of audit. Frank noted the categories of expenditures in this audit. One finding similar to prior year related to reconciliation into the FAA grants, however there was a huge improvement since this year was related to an anomaly that changed the federal share from the usual 90% to 75%.

Management Letter – Frank went over the noted deficiencies and comments in the Management Letter. He recommended a risk assessment being done for cyber security breach exposure by independent company.

Keith asked what would Frank recommend as a reasonable reserve. Frank said it would be between 5-10% operating budget (\$100-300K). Norm asked if we could get audit reports sooner than 11 months past the year. Frank said that if the books can be closed, accounts reconciled and balanced and they can receive the information more timely they can produce the report sooner. It was noted that the treasurer already reached out regarding some preliminary audit work for FY21.

Airport Grant Assurance authorization request (see documents on file)

Geoff Freeman introduced the request for grant assurance for this annual grant (80% state /20% local share) for repainting of runway.

Leon and Peter moved to authorize the County Manager to sign the grant assurance on behalf of the County. So voted. Leon yes, Peter yes, John yes, Tristan yes, Keith yes, Don yes, Christine yes. Motion carries.

At the next meeting there will be another Airport grant assurance request that was presented to County Manager today.

NEPA notice re Offshore Wind Farm (see document on file)

This project will be visible from the cliffs, however not in county jurisdiction. MV Commission did not respond to the invitation to be part of the process of Environmental Impact Study of the wind farm project, however Ben Robinson was interested. Tristan was willing to represent the county in the process. Peter noted that this might impact our fishermen and he would support having someone at the table to voice their concerns. Recommendation was to also ask if Aquinnah would like to have representation. We will appoint someone at our next meeting.

MV Commission Request for Mapping Storm Tide Pathways Matching Funds – Christine Flynn Liz Durkee is the project manager for this project. MV Commission is asking County for \$74,866 from the Cape and island License Plates fund for this project. Liz made a presentation about this project in more detail. (see presentation on file). They asked couple towns to support it but it did not make it to all town meetings and since some have conditioned it on all towns contributing it will be hard to get the funds from towns this year. This would benefit the whole

island. Will the project have impact on managing storm and wastewater issue areas. Liz said it will identify the areas. The Finance Committee would have to review the request and come up with recommendation. They would really like to get the funding before the end of fiscal year.

Don also proposed for the Finance Committee to look into creating a process of how to handle this type of requests.

Vaccination Campaign – update

In the past two weeks the COVID rules changed and therefore the messaging had to change. Christine is working with Barnstable County and she will circulate the proposed materials when ready. There has been a Vaccination Mobile bus on the island for past couple days to offer free vaccination at various locations. This campaign will be addressing specific sub-groups that might be hesitant to get vaccinated.

American Rescue Plan Act funding – discussion

Martina reported that she received no direct communication regarding this funding from state or federal government. She met with other county administrators who were able to get her some more information how to request the funding, some of the counties already submitted their requests through their Treasurer's Office and some already received the funds. It was agreed that the Finance Committee will meet to discuss the process of requesting the funds and will report at the next meeting. The County Treasurer posed some concerns with what requirement the County will be obligated to fulfill once we receive the funds. She said the County commissioner would have to draft policies and procedures, have CPA for overseeing the reimbursements, hire people for the day-to-day work that will be necessary and all this needs to be put into consideration. Commissioners noted that these funds could be of benefit to the projects that benefit the whole island community like the storm water study we heard about this evening. The County would meet with the stakeholders to determine the best way to go about it.

Manager's Report

- Town meetings – Oak Bluffs and West Tisbury meeting are done and all county sponsored articles passed.
- Heating oil bid was posted on county website and state's COMBUYS and Goods and Services and advertised in paper and the bids are due June 1st at 2pm.
- Contract with the MV Hospital in support of the VHCAP for the next 3 years for \$60K per year was signed.
- State beach – Martina proposed a sign for COVID rules on the beach for this summer – Tristan/Keith moved to put the proposed signs up. Discussion: County will not be able to enforce the requirements, people will do what they want to do based on the state guidelines that are changing rapidly. Towns have already removed their signs. Tristan withdrew his motions. Keith withdrew the second.

(Tristan had to leave the meeting.)

- Treasurer will introduce new Assistant Treasurer Nefititi Jette at the next meeting.
- The Governor announced re-opening of public buildings and changing COVID rules as of May 29th. The County Commissioners agreed to keep the stricter county rules in place for the next two weeks to give them time to plan for change and address it at the next meeting on June 2nd. Need for continued cleaning of the buildings will be discussed as well.
- Dumpsters were installed at the Airport lot and Martina will be trying to get as much done there as possible as far as clean up before the end of the fiscal year.

Old Business – Request from Jim Malkin to send a letter in support of keeping the 5:30am boat was received by Christine. He shared five points why this service should stay.

Leon/Keith made a motion to send a letter of support to keep the 5:30am boat running. **So voted. Leon Brathwaite aye, Keith Chatinover aye, John Cahill aye, R. Peter Wharton aye, Donald Leopold aye, and Christine Todd aye. Motion carries.**

Lawrence Lynch will repair Eastville parking lot, some split rail fencing there might need repair as well.

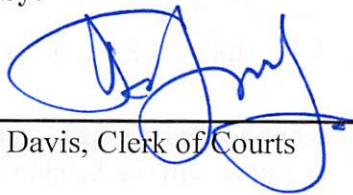
New Business - There was no new business.

Public Comment - There were no public or press comments.

Leon Brathwaite made a motion adjourn the meeting. John Cahill seconded the motion. So voted. Leon Brathwaite aye, Keith Chatinover aye, John Cahill aye, R. Peter Wharton aye, Donald Leopold aye, and Christine Todd aye. Motion carries.

The Dukes County Commission meeting was adjourned at 6:41 PM. The next Dukes County Commissioners Meeting is on Wednesday, May 19, 2021 at 4:00 PM.

Certified by:



T. George Davis, Clerk of Courts

Documents presented at the meeting and part of the official record:

- Meeting Agenda
- Minutes from 5-2-2021 DCC meeting
- FY2022 Audit report – Financial Statements, Single Audit Report, Management Letter.
- NEPA NOI letter
- MV Commission presentation regarding Mapping Storm Tide Pathways
- Beach COVID sign proposal