



**BOARD OF  
COMMISSIONERS  
REGULAR SCHEDULED  
MEETING  
SEPTEMBER 5, 2023  
AT 7:00 P.M.**

**JONATHAN FELTON COMMISSIONERS ROOM  
201 SAINT ANDREW STREET  
TARBORO, NORTH CAROLINA**



***Edgecombe County Vision Statement***  
***Edgecombe County is a historic place that values its citizens and natural resources and creates opportunities where people are proud to live, work and play for generations to come.***

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**AGENDA**  
**REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS**  
**OF EDGECOMBE COUNTY**  
**TUESDAY, SEPTEMBER 5, 2023 AT 7:00 P.M.**  
**IN THE JONATHAN FELTON COMMISSIONERS ROOM**  
**COUNTY ADMINISTRATIVE BUILDING**  
**TARBORO, NORTH CAROLINA**

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1. **MEETING CALLED TO ORDER.**
2. **SAFETY INSTRUCTIONS.**
3. **PRAYER.**
4. **MINUTES OF PREVIOUS MEETING PRESENTED FOR APPROVAL.**  
**August 1, 2023; August 7, 2023**
5. **SCHEDULED APPOINTMENT(S):**
  - A. **Bob Pike, President of Carolinas Gateway Partnership, introduction.**
  - B. **Chayce Bryant, Boys & Girls Club, will report on his experience at the NCACC Conference that he attended last month.**
  - C. **John Easterling, KTS Strategies, to provide State lobbying update.**
  - D. **Courtney Richardson and Na'im Akbar, Rural Opportunity Institute, to introduce and inform the Board of work ROI is doing in the County.**
  - E. **Brett Brenton, My Future NC, to present on statewide efforts and recommendation of local goals. (Attachment 1)**
  - F. **Mrs. Tarasa Lewis, Tax Administrator, will present the proposed Schedules, Standards and Rules to be used in the 2024 reappraisal of real property. (Attachment #2)**  
**(Action recommended: Call for a public hearing to be held at the October 2, 2023 meeting.)**
6. **PUBLIC PETITIONS.**
  - **Public present should state name and address for public record. (limit 3 minutes)**
  - **Mr. Evans to read public petitions submitted via email or postal mail.**
7. **OTHER BUSINESS:**
  - A. **Consideration of calling for a public hearing for the Community Development Block**



**Grant-Neighborhood Revitalization grant application. (Attachment #3)**

**(Recommended action: Call for a public hearing to be held at the October 2, 2023 meeting.)**

**B. Consideration of approval of budget amendments. (Attachment #4)**

**(Recommended action: Approve as presented.)**

**C. Consideration of approval of Interconnection Agreements between Water and Sewer Districts.**

**Recommended action:**

- 1. Recess regular meeting of the Board of Commissioners and convene as Governing Body of Water and Sewer Districts 2 and 6.**
- 2. Consideration of approval of Interconnection Agreement Resolution for Water and Sewer District 2. (Attachment #5)**
- 3. Consideration of approval of Interconnection Agreement Resolution for Water and Sewer District 6. (Attachment #6)**
- 4. Adjourn as Governing Body of Water and Sewer Districts 2 and 6 and reconvene the regular meeting.**

**D. Consideration of Amendment No. 2 to the Grant Project Ordinance for Water and Sewer District 6. (Attachment #7)**

**(Recommended action: Approve amendment as presented.)**

**E. Consideration of approval of contract with T.A. Loving Company for Water and Sewer District 6. (Attachment #8)**

**(Recommended action: Approve contract as presented.)**

**F. Consideration of approval of Change Order No. 1 with T.A. Loving Company for Water and Sewer District 6. (Attachment #9)**

**Recommended action: Approve change order as presented.)**

**G. Consideration of approval of Amendment No. 2 to the Water and Sewer Operations Ordinance. (Attachment #10)**

**(Recommended action: Approve amendment as presented.)**

**H. Consideration of approval of Eagles Road Water Line Extension Project. (Attachment**



**#11)**

**(Recommended action: Approve resolution, grant project ordinance and budget amendment as presented.)**

**I. Consideration of approval of Resolution to Authorize Application for Infrastructure Funds. (Attachment #12)**

**(Recommended action: Approve resolution as presented.)**

**J. Consideration of approval of Phase 1B of Compensation Plan implementation. (Attachment #13)**

**(Recommended action: Approve as presented.)**

**K. Consideration of approval of recommended safety improvements for the County Administration Building. (Attachment #14)**

**(Recommended action: Approve as presented.)**

**L. Consideration of approval of request for the naming of Daniel Street Extension. (Attachment #15)**

**(Recommended action: Approve as presented.)**

**M. Consideration of approval of Sole Source purchase contracts. (Attachment #16)**

**(Recommended action: Approve as presented.)**

**N. Consideration of approval of Memorandum of Agreement with NC Emergency Management for Tornado Recovery Funding. (Attachment #17)**

**(Recommended action: Approve as presented.)**

**O. Consideration of approval of Edgecombe Community College Capital Improvement Project. (Attachment #18)**

**(Recommended action: Approve as presented.)**

**P. Consideration of request to add Putters Lane to the State Road system. (Attachment #19)**

**(Recommended action: Approve request as presented.)**



**Q. Consideration of approval of the Annual Agreement with North Carolina Forestry.  
(Attachment #20)**

**(Recommended action: Approve as presented.)**

**8. PLANNING BOARD REPORT:**

- 1. Rezoning request from Donna Matthews and Elizabeth Hill for property located at 12615 US Alt. West, Rocky Mount from AR-30 to B-2.**

**(Recommended action: Call for a public hearing at the October 2, 2023 Board of Commissioners meeting.)**

- 2. Rezoning request from C.B. Daughtridge for property located on Colonial Road, Tarboro from AR-30 to R-20.**

**(Recommended action: Call for a public hearing at the October 2, 2023 Board of Commissioners meeting.)**

- 3. Minutes of the August 21, 2023 meeting.**

**9. AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.**

**10. CONTRACTS FOR REVIEW AND/OR APPROVAL.**

**11. DEPARTMENTAL REPORTS FOR REVIEW.**

- A. Water and Sewer update.**
- B. Monthly Financial Summary.**
- C. Overview of County debt and interest rates.**
- D. Solid Waste Fee Schedule for public presentation.**
- E. Update on the sale of decommissioned computers.**
- F. November municipal election schedule.**

**12. MANAGER'S REPORT.**

- A. Major events and meetings.**
- B. Workforce Development Indicators.**
- C. TDA financial report.**
- D. Consolidation of Eastpointe and Sandhills MCO's.**
- E. Update on Countyline Merger.**
- F. Update on Get Off the Lists initiative.**
- G. County response to State Auditor's Report.**
- H. Overview of Fleet Lease Proposal.**



- 13. COMMISSIONERS' REPORT.**
- 14. ATTORNEY'S REPORT.**
- 15. CLOSED SESSION.**
  - A. Economic Development. [N.C.G.S. 143-318.11 (a)(4)]**
  - B. Personnel. [N.C.G.S. 143-318.11 (a)(3)]**
  - C. Attorney-Client Privilege. [N.C.G.S. 143-318.11 (a)(3)]**
- 16. OPEN SESSION:**
  - A. Consideration of approval of amendment to the Inducement Agreement with Corning.**
- 17. ADJOURNMENT.**



**MINUTES  
EMERGENCY MEETING  
OF THE BOARD OF COMMISSIONERS  
OF EDGECOMBE COUNTY  
AUGUST 1, 2023 AT 4:00 P.M.  
JONATHAN FELTON COMMISSIONERS ROOM  
201 SAINT ANDREW STREET  
TARBORO, NORTH CAROLINA**

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**1. EMERGENCY MEETING CALLED TO ORDER BY CHAIRMAN LEONARD WIGGINS AT 4:00 P.M.**

Mr. Wiggins stated that a Special Meeting was called for August 1, 2023 at 2:00 p.m. A quorum was not present to approve time sensitive business therefore an Emergency Meeting was called for and held at 4:00 p.m.

**MEMBERS PRESENT:** Mr. Leonard Wiggins, Chairman, Mrs. Evelyn Powell, Mr. Ralph Webb and Mr. Donald Boswell.

**MEMBERS ABSENT:** Rev. E. Wayne Hines, Vice-Chairman, Mr. Viola Harris and Mr. George Thorne.

**OTHERS PRESENT:** Mr. Eric Evans, County Manager, Mr. Michael Peters, County Attorney, Mr. Michael Matthews, Assistant County Manager and Ms. Frankie Mungo, Clerk to the Board.

**PRESENT VIA ZOOM:** Ms. Hillary Lassiter, USDA Specialist.

**2. OTHER BUSINESS:**

**A. Approval of the acceptance of additional grant funds from USDA-Rural Development for an infrastructure project planned for Water and Sewer District 6.**

Mr. Evans presented for consideration Amendment No. 2 to the Letter of Conditions for the Edgecombe County Water & Sewer District 6 Water and Sewer Rehab Project. This amendment offers additional subsequent grant funding in the amount of \$2,327,000.00, bringing the total project budget to \$9,401,000.00

Mrs. Powell moved to recess the emergency meeting and convene as Governing Body of Water and Sewer District 6. Mr. Boswell seconded the motion, which carried by unanimous vote.

Mr. Matthews stated that Edgecombe County took over ownership of the District 6 Water & Sewer system in 2015. We applied for funding to rehab the system and were awarded a total project amount of \$5,376,000, with \$2,194,000 (41%) loan and \$3,182,000 (59%) grant. However, the number of customers declined from 720 to 350 due to Hurricane Matthew in 2016, which was not enough customer base to carry the debt service of that funded loan. Fortunately, in 2020, Edgecombe County District 6 was awarded an additional \$1,698,000 in total funding or \$425,000 in loan and \$1,273,000 in grant for this project, bringing the project total to \$7,074,000 which equated to 37% loan and 63% grant. We moved forward with bidding this project in 2023 but because of increased material prices since the initial funding award in 2017, we bid the project with several



**“Add Alternates” to ensure we would be able to complete certain major portions of the project. After the bids were received, the construction budget was over and we were forced to scale the project back further than originally intended. However, we would still be able to address the major issues throughout the system. Fortunately, again for us, on July 13<sup>th</sup>, we received information that USDA-RD may have additional Grant funds available for this project. After conversations with USDA-RD, they were able to offer Edgecombe County District 6 an additional \$2,327,000 in Grant funds towards the rehab project. This would bring the total project funding to \$9,401,000 which equates to 28% Loan (\$2,619,000) and 72% Grant (\$6,782,000). These additional funds will allow us to add the scaled down items back into the project, along with the addition of the Add Alternate D - FEMA 2 Pump Station, Add Alternate A - CIPP (cured in place pipe), services rehab and Manhole Replacements and Add Alternate B (partially) – CIPP sections.**

**Ms. Lassiter stated that they were glad to have grant funding left over, and they have it until August 4<sup>th</sup>. This is why there are really pushing to get the meeting done today. We will get everything signed today. She will get it sent to the State Office if it is approved, and we will get obligated overnight. She stated that Mr. Matthews did a good job of explaining everything. This grant does bring the grant amount to \$6,782,000 and the loan to \$2,619,000.**

**Mr. Webb moved to approve Amendment No. 2 to the Letter of Conditions as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.**

**Mr. Boswell moved to adjourn as the Governing Body of Water and Sewer District 6 and reconvene the emergency meeting. Mrs. Powell seconded the motion, which carried by unanimous vote.**

- 3. MR. BOSWELL MOVED TO ADJOURN THE MEETING. MRS. POWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**



**MINUTES**  
**REGULAR SCHEDULED MEETING OF THE BOARD OF COMMISSIONERS**  
**OF EDGECOMBE COUNTY**  
**AUGUST 7, 2023 AT 7:00 P.M.**  
**IN THE JONATHAN FELTON COMMISSIONERS ROOM**  
**COUNTY ADMINISTRATIVE BUILDING**  
**TARBORO, NORTH CAROLINA**

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**1. MEETING CALLED TO ORDER BY CHAIRMAN LEONARD WIGGINS AT 7:00 P.M.**

**MEMBERS PRESENT:** Mr. Leonard Wiggins, Chairman, Rev. E. Wayne Hines, Vice-Chairman, Mrs. Viola Harris, Mr. George Thorne, Mr. Ralph Webb and Mrs. Evelyn Powell.

**MEMBERS ABSENT:** Mr. Donald Boswell.

**OTHERS PRESENT:** Mr. Eric Evans, County Manager, Mrs. Natalie Bess, Deputy County Manager, Mr. Michael Peters, County Attorney and Ms. Frangie Mungo, Clerk to the Board.

**2. SAFETY INSTRUCTIONS.**

Safety instructions provided by Mrs. Bess.

**3. PRAYER.**

Prayer provided by Rev. Hines.

**4. MINUTES OF PREVIOUS MEETINGS PRESENTED FOR APPROVAL.**

Rev. Hines moved to approve the minutes of the June 28, 2023 and July 3, 2023 meetings as presented. Mr. Thorne seconded the motion, which carried by unanimous vote.

**5. PUBLIC HEARING:**

- 1. Mr. Wiggins called a public hearing to order to receive citizens input relative to a possible application to the NC Department of Commerce for the CDBG-Neighborhood Revitalization Program.**

Mr. Peters read the public notice.

Mr. Evans stated that the Rural Economic Development Division of the NC Department of Commerce will announce the availability of Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) funds for activities within the County later this fall. The program is centered around renovation and replacement of substandard housing for low-moderate income families, and most of the funding must be used for low-to-moderate income, owner-occupied housing.



Program funds can be used to:

- Address housing and other public utility, street and drainage conditions within a neighborhood, on a scattered site basis, or for emergency housing repairs;
- Construction, reconstruction, rehabilitation, or installation of public facilities in support of housing, or improvement, or removal of architectural barriers to promote energy efficiency;
- Senior and community/neighborhood/recreational center, parks and playgrounds;
- Shelter for persons having special needs such as shelters for the homeless, convalescent homes, hospitals, nursing homes, battered spouse shelters, half-way houses for runaway children, drug offenders or parolees, group homes for the mentally challenged/disabled, and temporary housing for persons;
- Water/sewer connections for LMI persons to lines not constructed with CDBG funds; and
- Emergency Housing Repairs

The maximum grant request is yet to be determined. The program does not require a local match; however, some level of local funding may help the application score higher. We must conduct two public hearings prior to the submission of an application. Tonight's hearing is the first, and the purpose is to receive public comment about possible application activities. During the second, we will explain to the public the contents if the proposed application after approval by the Board of Commissioners.

Mr. Wiggins called for public comments. There being none the public hearing was adjourned.

Rev. Hines moved to call for a second public hearing to be held at the September 5, 2023 meeting. Mr. Webb seconded the motion, which carried by unanimous vote.

6. **SCHEDULED APPOINTMENT(S):**

A. **Tarasa Lewis, Tax Administrator, presented the 2022 Annual Settlement.**

Mrs. Harris moved to approve the resolution approving the Annual Tax Settlement as presented. Mr. Thorne seconded the motion, which carried by unanimous vote.

Mr. Thorne moved to approve the resolution to recharge the Tax Collector with collecting taxes for years 2013 through 2023. Mrs. Powell seconded the motion, which carried by unanimous vote.

B. **Introduction of Payden Kiser, 4-H delegate to attend the North Carolina Association of County Commissioners Fall Conference.**

Mrs. Tanya Heath, Cooperative Extension Director, introduced Mr. Kiser.



**C. David Webb, Regional Director for the Office of Congressman Don Davis, provided an update.**

Presentation to be made upon the arrival of Mr. Webb.

**7. PUBLIC PETITIONS.**

Mrs. Kathy Williams, 2208 Robin Drive, Tarboro, stated that the County's new Vision Statement is "Edgecombe County is a historic place that values its citizens and natural resources and creates opportunities where people are proud to live, work and play for generations to come." She stated that she disagrees. She has lived in Edgecombe County her entire life and she has never considered leaving as much as she has in the last few months and she is actively looking for housing outside of the County. Mrs. Williams stated that she is tired of paying outrageous taxes and sees nothing for it. The Sheriff's Office has to beg for vehicles. We have been begging for a shelter for years. We have duplicate facilities in Tarboro and Rocky Mount. She stated that nobody understands the numbers of dogs, puppies, cats and kittens that are dying. Animal euthanasia is killing and animal humanely, most commonly with injectable drugs. This year 330 dogs and cats have been euthanized at the shelter, a 46% euthanasia rate. We had it down to less than 20%. She stated that in May the shelter closed for two weeks to have the floors sealed and the walls painted, but it was not done correctly. The sealing has been torn up already and the paint is coming up all ready. Mrs. Williams stated that she is severely disappointed and provided pictures to the Board.

Dr. Tracy Phillips, 1109 US Highway 301, Whitakers, stated that the County Board's conduct has been nothing short of a disappointment. With abdication, desertion and malfeasance leading to a dereliction of their duty as responsible stewards of our resources. This outrageous and unacceptable performance is now public knowledge apparent to all except those who turn a blind eye to the truth or recklessly ignore the consequences of their actions. Such behavior cannot go unpunished. Those who act in this manner must face the consequences. The State auditors' recent report revealed clear red flags about the Board and the County Manager's performance. Gross mismanagement and a failure to lead by example have eroded the trust of those who rely on the County Manager's guidance. This hypocrisy undermines the very essence of leadership that should be earned through accountability and transparency. There has been a failure in fiduciary duty to provide adequate oversight and accountability of the County's resources. Repeated failure to reconcile bank accounts, late penalties and inaccurate payrolls have resulted in the wastage of valuable resources that should be utilized for the betterment of the citizens in this County. The lack of due diligence from both the Board and the County Management is an embarrassment. Matters that are material to accountability have been overlooked and a lack of monitoring or reporting has led to a delegation of financial management responsibilities without any sense of responsibility. Most concerning of all is the overall failure to communicate effectively with the citizens of this County. Central information has not been shared transparently leading to a lack of trust and high rates of staff turnover. Toxic leadership, abuse of authority and a disregard for the community's voices have



created an atmosphere of mistrust and dissatisfaction. The consequences of this lack of accountability are evident. Our chief administrator seems disconnected from the realities at hand. Displaying poor judgement and ineffective oversight of labor and resources. We cannot afford to have a leader incapable of meeting the challenges that lie ahead. She stated that in light of these alarming circumstances, she earnestly calls upon the Board to do the honorable thing and demand the immediate resignation of the County Manager. Our County deserves better and we stand at a pivotal crossroad. A moment that will determine the future and fate of Edgecombe County. The choice is clear, we can either continue with the leadership that has left us at the bottom in health, housing and education or we can embrace a new path of accountability, transparency and good governance. Something that propels our County forward. We demand the change. We deserve it and we are holding you responsible for your neglectful actions and you need to be held accountable. We deserve as a citizen of this County nothing less.

Mr. Roger Savain 1109 US Highway 301, Whitakers, stated that in reviewing the budget we have a debt service for a \$3 million principal and we have budgeted for the interest on it, which seems to be 19 percent interest a year. It is such a high interest rate on that particular amount of money. It is either the bankers are making really a good deal for somebody else. Is that a way we are apportioning money at a different time for other reasons. Mr. Savain stated that the principal on the school is \$658,000 and the interest on that is 11%. He stated that he attended the meeting of the manager and he mentioned that fact that you were hiring a new person to be responsible for coordinating unemployment to employers in the County. The amount was like 1300 unemployed and there are about 1600 jobs. He stated that he researched and found out that we already have people doing that, an office dedicated to that in this County that has four professionals in it at the Edgecombe County Community College. Mr. Savain stated that when he spoke to the head of the department he was flabbergasted. He did not understand why in the world did we need to hire somebody else to do his job. He can adjust the focus to resolve some of the issues that the County was to address, but this is a matter of wasted money. He asked that they take that in consideration and make necessary adjustments.

Mr. John Walker, 1303 N. Main Street, Tarboro, (Editor of My Tarboro Today digital newspaper), raised the question about leasing versus borrowing money on vehicles. Conversation came up prior to the budget. It came up before the budget was voted on. We still have not gotten anything, but one of the explanations was that one company was talked to rather than Enterprise because Enterprise wanted the entire County's business and not just the Sheriff's Office. He asked what was wrong with that. He has sat in meetings before where we have talked about trying to find mechanics to work on the vehicles, having trouble finding decent mechanics. We talked about a lot back over where we could build a shop. Why not go with the company that would take your vehicles and have a management program for all of the vehicles in the County. That takes it off of the department head and allows them to do the job that they are supposed to do. Mr. Walker stated that Mrs. Harris asked that question before. She did not understand that we did not have a vehicle



maintenance plan. That is prudent spending of taxpayer money. He stated that he does not know what the interest rate is at Southern Bank, but if we can better deal with Enterprise and if they want all of our vehicles and they want to do a vehicle maintenance plan and the Sheriff's Office has a vehicle that has 150,000 miles, we are going to know that 50,000 miles ago they came and got that vehicle and they have better set of wheels. We have got to do a better job of spending our money. You all are on a fixed income because we can only give you so much. We are already at .95 cents.

Mr. Curmilus Dancy, 127 Midway Lane, Tarboro, P O Box 1391, Pinetops, stated that he echoed what the Animal Control committee member, Kathy Williams, stated about animal control. He stated that being on that committee, and he did know where they are at now because they have not had a couple of meetings. He stated that he will be glad when the committee gets back on it and move forward so they can do something about a new animal shelter. Mr. Dancy stated that it is embarrassing to him to look at in the parking lot at an event he videoed and see this old Explorer belonging to the Sheriff's Office. He stated that our County has these old vehicles, and we need some new vehicles and he hopes to see some new vehicles next year because the officers need to be able to make it to a call and make it back home.

Mr. Wiggins stated that we have a seven-member board and it takes four members of the Board to approve of anything that comes out of the budget and some of the projects being talked about we have been working on some length of time. We have a fixed income and it has to be spread around and we make those decisions on where we are going to spread it. Every department head request more money and we have to make decisions on how we are going to fund them. Mr. Wiggins stated that the one comment about the Manager, oversight is his responsibility along with that of department heads. You cannot fix things that do not get to you. He stated that he has been around Edgecombe government for 24 years and he certainly gives the Manager full confidence in terms of his ability to do his job. Mr. Wiggins stated that if he has anything to do with it the Manager will stay here as long as he stays here. He stated that we do value citizen comments and if we get them more often, whether they are against government or supportive. We do a lot of things that we like to hear that we do well. Sometimes the Board is privileged to have an agenda package that will contain more facts than you as citizens get and those are the things that we deal with. We are working on that shelter and feel close. We will continue to do things according to the budget that we have.

Mrs. Harris stated that she understands our citizens feelings and as County Commissioner she shares those feelings. During 2020 and 2021 we were in a pandemic and a lot of people were not working full-time inside the building, which allowed a lot of things to not happen as they should have happened. Our finance department has had to be completely revamped. We found out during that time that we had people who were unexperienced, unable to do the job at hand. We took precautions and 2021 is gone and now we have to start on where we are now. That department does not look like it used to look. We have



made sure that we hired people with experience. We have made sure that we put money in the budget so we can get the best, because we understand finances is at the top priority of any county. We have to make sure that everything that we are supposed to take care of is taken care of. Mrs. Harris stated that County Commissioners pay taxes too, so of course we got upset when we saw the report. We also had the opportunity to look in that report and see that the auditor did not have some things quite right. You cannot believe everything that you read. She stated that she worked in the newspaper business for 15 years. You have to remember who is doing the report. You have to remember before you take the blank out of my eye you need to take it out of your own. This Board has come down and made sure that there are processes in place so that what has happened does not happen again. We are not the kind to close our eyes to anything, even when it comes down to our Manager. He has been told. He has been shown, but remember he is a man just like the rest of us. In 2021 he had his hands full just like everybody else. Right now, we believe that we are in a good place. The gentleman mentioned about the people at Edgecombe Community College, Dr. McLeod, who is President of the College, is working with our Manager on that specific job to include it with what he has, because what he has is dealing with education and work. We have to remember that everybody is not going to Edgecombe Community College. Everybody is not going to college period. We are trying to get people to work who want to work with their hands, people that can work with their minds, there are jobs out there. Mrs. Harris stated that after 22 years of serving this County she was disappointed and she was one of the first ones to let him know she was not satisfied. We are all human. Mistakes have been made, but we have put things in place to make sure that we are at the best that we can be for right now in 2023-2024 moving forward.

#### **SCHEDULED APPOINTMENT.**

Mr. David Webb, with the Office of Congressman Don Davis, presented on:

- Congressional Casework
- Constituent Outreach
- Congressional Educational Opportunities for Youth
- Commendations and Greetings
- Flag Requests
- Federal Grant Assistance
- Constituent Representation in Congress
- Legislative Updates
- Appropriations and Community Project Funding Update
- Congressman Don Davis highlights remarkable achievements on the House Floor

#### **8. OTHER BUSINESS:**

##### **A. Approval to ratify previous Board action to accept additional grant funds for Water and Sewer District 6 Infrastructure project.**

Mr. Evans stated that we received notice of additional grant funding available from USDA-Rural Development for our infrastructure project in Water/Sewer District 6 in



the amount of \$2,327,000. Since USDA had to get those funds obligated before August 4<sup>th</sup>, the Board called a special meeting for August 2<sup>nd</sup> at 2:00 p.m. However, because of some unexpected and urgent family and health emergencies and obligations, only three members of the Board were present at 2:00 p.m. for the special meeting. After consulting with USDA, it was clear that to avoid losing \$2,327,000 of USDA grant funds, it was necessary for the Board to immediately consider the grant amendment without delay that would be caused by calling for a later special meeting. Therefore, the Board called an emergency meeting for August 2<sup>nd</sup> at 4:00 p.m. to approve the grant amendment. The emergency meeting was held on Tuesday, August 2<sup>nd</sup> at 4 p.m., a quorum was present, and the Board properly considered and approved the grant amendment in time to secure the grant funding. Event though the meeting was properly called, and a quorum was present which unanimously approved the action, it is important to be transparent with our citizens. Therefore, to show clear support for the acceptance of those grant funds in a regularly scheduled meeting of the Board, he recommended that the Board convene as the Governing Board for Water and Sewer District, and then ratify the Board's previous actin to approve Amendment No. 2 to the Letter of Conditions for the USDA-Rural Development Grant for Water and Sewer District 6, increasing the grant by the amount of \$2,327,000.

Mrs. Powell moved to recess the regular meeting of the Board of Commissioners and convene as Governing Body of Water and Sewer District 6. Rev. Hines seconded the motion, which carried by unanimous vote.

Mrs. Harris moved to ratify the previous action by the Board to approve Amendment No. 2 to the Letter of Conditions for the USDA-Rural Development Grant for Water and Sewer District 6, increasing the grant by the amount of \$2,327,000 as presented. Rev. Hines seconded the motion, which carried by unanimous vote.

Mrs. Powell moved to adjourn as Governing Body of Water and Sewer District 6 and reconvene regular meeting of the Board of Commissioners. Rev. Hines seconded the motion, which carried by unanimous vote.

**B. Approval of budget amendments.**

Mrs. Harris moved to approve budget amendments 1-6b as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

**C. Approval of Assistance Policy and Procurement/Disbursement policy for the Urgent Repair Program.**

Mr. Evans stated that Edgecombe County has been awarded \$76,000 by the North Carolina Housing Finance Agency (NCHFA) under the 2023 cycle of the Urgent Repair Program (URP). The goal of the project is to assist at least 5 very-low and low-income families with special needs in addressing housing conditions that pose imminent threats to their life and/or safety or to provide accessibility modifications and other repairs



necessary to prevent displacement. NCHFA requires that we adopt an Assistance Policy and Procurement/Disbursement Policy before a Funding Agreement is issued.

Mrs. Powell moved to approve the policies as presented. Mr. Thorne seconded the motion, which carried by unanimous vote.

**D. Approval of job descriptions for newly created positions.**

Mr. Evans stated that the FY-24 budget includes funding for the following new positions.

- Career Navigator (grade 22)
- Parks and Recreation Director (grade 23)
- Attorney-Social Services (grade 25)

The budget also includes adding back the Delinquent Tax Specialist position, which was previously on our pay plan. That is added on grade 12.

Mrs. Powell moved to approve the job descriptions as presented, as well as the revised Pay Plan that includes them at the grades stated. Mrs. Harris seconded the motion, which carried by a vote of 5 for and 1 opposing. Mr. Thorne opposed.

**E. Approval of Sole Sourcing of Water Meters.**

Mr. Evans presented for Board consideration a quote to upgrade the water meter reading system utilized by the Utilities Department, along with purchasing new water meters and associated appurtenances to replace water meters within several districts. The Edgecombe County Utilities Department utilizes Neptune Water Meters to monitor water usage throughout Districts 1-5. However, District 6 (Town of Princeville) utilizes a Badger Meter system that was inherited at the time Edgecombe County took over ownership of the Town of Princeville's Water & Sewer System, which currently leaves the Utility Department operating two separate meter reading systems. Currently the Badger reading system and water meters are in desperate need of replacement, therefore, it is much easier to convert the entire Badger System to the Neptune System. According to our Financial Policy, under "Competitive Bidding", when goods or services are only available from a single source, those items can be purchased through Sole Sourcing" but must be approved by the governing board prior to purchase.

Mr. Thorne moved to approve the quote as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

**F. Approval of Resolution to Appropriate Additional Opioid Settlement Funds.**

Mr. Evans stated that counties are receiving additional funds from a second opioid settlement with five pharmacies, referred to as the second wave. The distribution process mirrors the original settlement agreement with counties. We have already received the first allocation of \$64,714.67. Mr. Evans presented to the Board for consideration a resolution to update our appropriation from both settlements. The



total amount includes the first two allocations from the first settlement wave, the amount received from the second wave, and the anticipated amount to be allocated later this fiscal year.

Mr. Webb moved to approve the resolution as presented. Mr. Thorne seconded the motion, which carried by unanimous vote.

**G. Approval of amendments to correct and update ordinances for Solid Waste and Water/Sewer.**

Mr. Evans presented for Board consideration Amendment No. 1 to the Solid Waste Ordinance, originally adopted June 28, 2023 as part of the Budget Adoption. The purpose of the Amendment is to make corrections and additions to the Solid Waste Fee Schedule for FY-24.

Mr. Michael Matthews, Assistant County Manager, stated that one of the changes is Construction and Demolition, which was supposed to go from \$50 per ton to \$55. Yard Waste was at \$44.50, which should be \$46 per ton. He stated that the scrap tire disposal fee was left out at \$90 per ton.

Mr. Powell moved to approve the amendment as presented. Mr. Harris seconded the motion, which carried by unanimous vote.

Mr. Evans presented for Board consideration Amendment No. 1 to the Water and Sewer Operations Ordinance, originally adopted June 28, 2023 as part of the Budget Adoption. The purpose of this Amendment is to make corrections to the Water and Sewer Fee Schedule for FY-24.

Mr. Matthews stated that the residential and commercial fees needs to be corrected. The first 5,000 gallons is \$7 per gallon, which is correct, but from there on it should have been \$7.50 and \$8.25

Mr. Webb moved to approve the amendment as presented. Mr. Thorne seconded the motion, which carried by unanimous vote.

**SUPPLEMENTAL AGENDA:**

**I. OTHER BUSINESS**

**A. Approval of Ambulance Franchise Agreement for Coastal Medical Transport, Inc.**

Mr. Evans stated that Coastal Medical Transport, Inc. has submitted a franchise agreement to provide ambulance transportation in Edgecombe County. Edgecombe County citizens could benefit from having Coastal Medical Transport, Inc. as a non-emergency ambulance transportation servicer to help meet the high demand of transporting our bed confined patients to in and out of county doctor's appointment, local hospital discharges, and routine recurring care appointments such as dialysis.



Currently, Edgecombe County EMS non-emergency division is maximizing all opportunities to transport patients. However, the demand is now beyond our capability to manage considering:

- Prioritization of 911/emergency calls for service
- Prioritization of recurring dialysis non-emergency transports
- Inability to staff non-emergency transport units due to profession demand.

Mr. Harris moved to approve the Ambulance Franchise Agreement for Coastal Medical Transport, Inc. as recommended. Mrs. Powell seconded the motion, which carried by unanimous vote.

9. **APPOINTMENTS:**

A. **Edgecombe County ABC Board.**

Mrs. Powell moved to reappoint Mr. Calvin Wiggins as recommended. Rev. Hines seconded the motion, which carried by unanimous vote.

10. **AFTERLISTS AND RELEASES FOR REVIEW AND APPROVAL.**

Mr. Thorne moved to approve the afterlists and releases as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

11. **CONTRACTS FOR REVIEW AND/OR APPROVAL.**

Mr. Webb moved to approve the contracts as presented. Mrs. Powell seconded the motion, which carried by unanimous vote.

12. **DEPARTMENTAL REPORTS FOR REVIEW.**\*\*\*Received\*\*\*

- A. Water and Sewer update.
- B. Monthly Financial Summary.
- C. Solid Waste reports.
- D. Emergency Management – Tornado damage overview and update.

Mr. Antwan Brown, Emergency Services Director, provided an update on the July 19, 2023 tornado that touched down in the County.

Mrs. Harris moved to approve the Resolution Requesting Funding to Address Unmet Needs After Tornado Damage in Edgecombe County. Mrs. Powell seconded the motion, which carried by unanimous vote.

13. **MANAGER'S REPORT.**\*\*\*Received\*\*\*

- A. Workforce Development Indicators.
- B. TDA financial report.
- C. Update on Countyline Merger.
- D. Update on Broadband Project.
- E. Tailored Plan Launch Delay.
- F. Grand Re-opening of the Rocky Mount Health Department office on August 14<sup>th</sup>.



- G. Inspection report for Volunteer Fire Departments.
- H. Update on Get Off the List initiative.

14. **COMMISSIONERS' REPORT.**

Mrs. Harris shared information she received while attending the NACo Conference.

- How counties are getting creative to meet housing needs for the homeless
- Edgecombe is not the only one who cannot find people to work in DSS and the Health Department. It is all across the country.
- Crisis in America on civility – how we talk to one another, how we treat each other. That goes for citizens as well as elected officials to be civil to one another.
- Mental Health Summit: Coming out of pandemic and a lot of our employees and family members have not addressed the mental drain that the pandemic had on all of us. We need to make sure that we are keeping up with the mental health of our employees and our families.

Mr. Thorne, speaking to the citizen comment about the leasing of the vehicles, stated that that meeting is actually going to happen on August 11<sup>th</sup>, but for reiteration, he asked the Board at the May meeting to have support to have that by the budget. We still do not have it and this is the fourth meeting in a row that he has asked to have information on leasing of vehicles that was supposed to be presented back in May.

15. **ATTORNEY'S REPORT.**  
None.

16. **CLOSED SESSION.**

Rev. Hines moved to go into closed session to discuss:

A. Economic Development. [N.C.G.S. 143-318.11 (a)(4)]

Mrs. Powell seconded the motion, which carried by unanimous vote.

Rev. Hines moved to go out of closed session and resume the regular meeting. Mrs. Powell seconded the motion, which carried by unanimous vote.

17. **REV. HINES MOVED TO ADJOURN THE MEETING. MRS. POWELL SECONDED THE MOTION, WHICH CARRIED BY UNANIMOUS VOTE.**



# ATTACHMENT #1



## Resolution to Support the myFutureNC Attainment Goal

---

- WHEREAS, myFutureNC is a statewide non-profit organization focused on educational attainment and is the result of cross-sector collaboration between North Carolina leaders in education, business, and government; and
- WHEREAS, North Carolina has the goal that 2 million North Carolinians will have a high-quality credential or postsecondary degree by 2030; and
- WHEREAS, Edgecombe County, along with other key partners, will help advance the educational attainment of students in North Carolina; and
- WHEREAS, Edgecombe County agrees that North Carolina faces a gap between the projected needs for citizens with high-quality credentials or postsecondary degrees and the attainment of those high-quality credentials or postsecondary degrees.

NOW, THEREFORE, BE IT RESOLVED THAT:

Edgecombe County supports and adopts the local educational attainment goal of **5,762** individuals with a high-quality credential or postsecondary degree by 2030; and

Edgecombe County, along with leaders in business, education, state and local government, and community organizations will continue to foster collaboration to achieve the goal by developing an action plan, defining success with measurable outcomes, executing on the action plan, and sharing successful practices with MyFutureNC and peer communities.

Adopted this the 5th day of September, 2023 by the Edgecombe County Board of Commissioners.

Signed:

Attest:

-----  
Leonard Wiggins, Chairman

-----  
Frangie Mungo, Clerk



*my*FUTURENC

*2 million by 2030*



# Edgecombe County Board of Commissioners

## September 5, 2023



*my*FUTURENC  
2 million by 2030



**Brett Brenton**  
**myFutureNC**  
**Regional Impact Manager**  
**North Central Prosperity Zone**





*my***FUTURE**NC

## House Bill 664

To ensure that the State remains economically competitive, the State shall ensure that by the year 2030:

# 2 MILLION

25- to 44-year-olds will have  
completed a high-quality credential  
or postsecondary degree





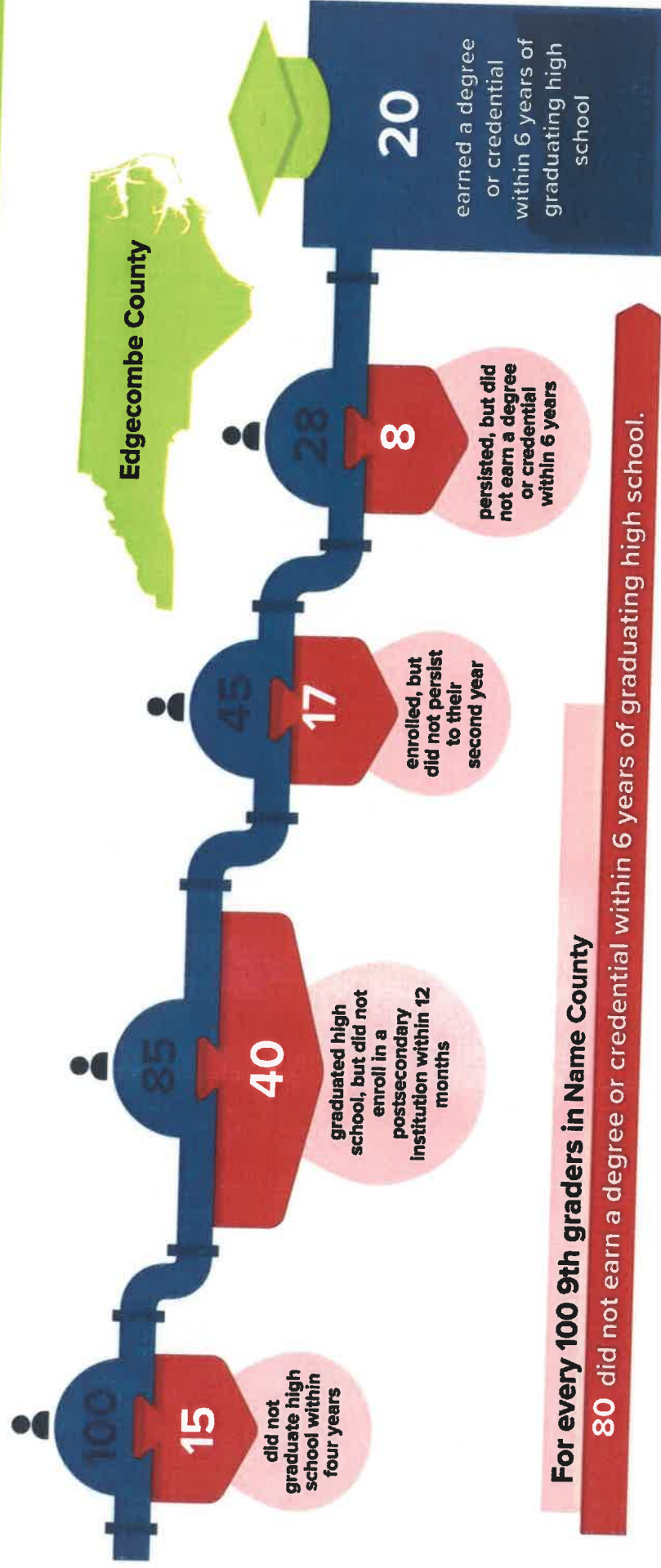
## OUR GOAL - HOUSE BILL 664

### 2 MILLION BY 2030





# Edgecombe County's LEAKY Education PIPELINE



**For every 100 9th graders in Name County**

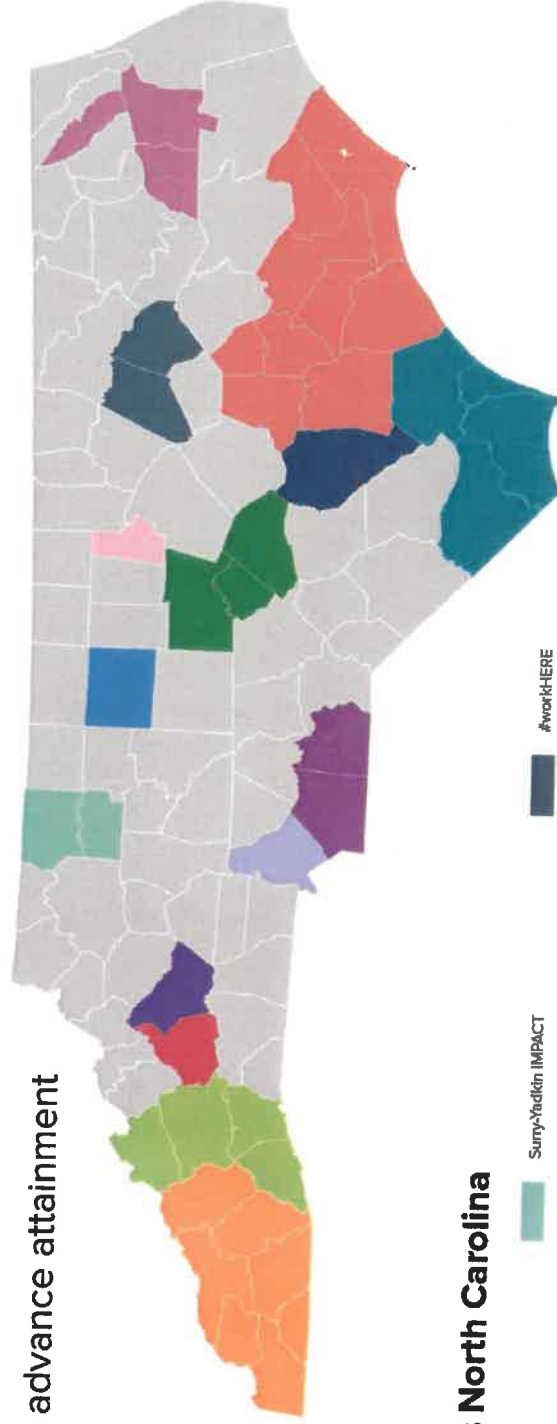
**80** did not earn a degree or credential within 6 years of graduating high school.

*my***FUTURE**NC  
2 million by 2030


















# LOCAL EDUCATIONAL ATTAINMENT COLLABORATIVES (LEACs)

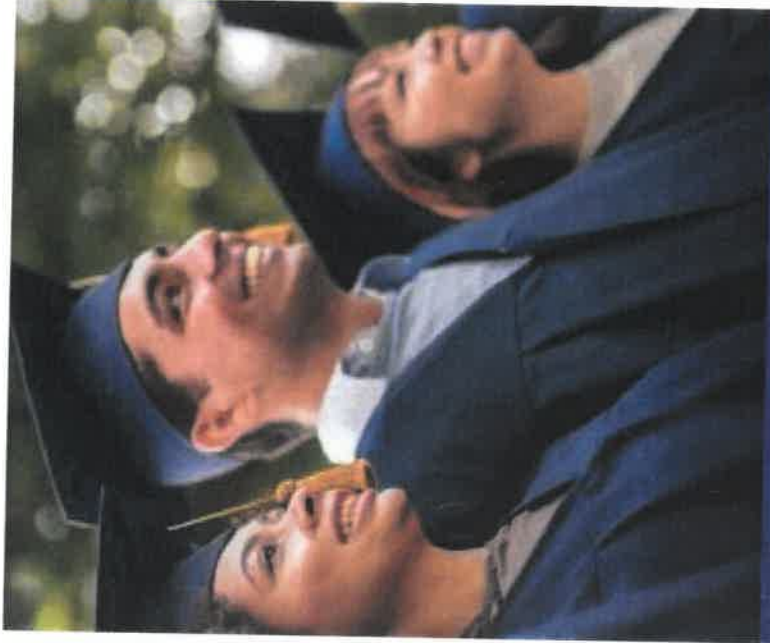
- 15 Local Educational Attainment Collaboratives (LEAC)
- Represent 42 counties
- Cross-sector partnerships to advance attainment



## LEACs Across North Carolina

 Achieve-HIGHTSI	 Surry-Yadkin IMPACT	 #workHERE
 Land of Sky Education & Workforce Collaborative	 GuilfordJobs2030	 OurFutureENC: Educate. Equip. Excel.
 McDowell Pipeline: Growing Our Own	 Our Future In UNISON	 Sampson Connect
 Work In Burke	 Central Carolina Connections: Chatham, Harnett, Lee County Collaborative	 Our Future Cape Fear: A Roadmap to Meaningful Careers
 Queen City Collaborative	 Durham's Opportunity Collaborative	 Empower NE NC: An Educational Collaborative





We believe a better educated North Carolina is the key to economic prosperity and upward mobility for all citizens.

## AN OPPORTUNITY FOR ALL

**To achieve our goal, myFutureNC will:**

- Accelerate Action
- Identify & Advocate for Policy Solutions
- Monitor & Report Progress



## Edgecombe County

2019 NC County Attainment Goal: 2 million (67%)  
2020 Proposed Edgecombe County Attainment Goal: 3,762 (48%)

**Population Snapshot**  
2019 Census: 94,103  
2008 Census: 85,000  
Change: +7,452  
**Growth Rate**  
-13.5% vs. 9.5%  
County State

**Median Income**  
\$45,156  
Household Income (2020)



**Ready, Motivated, Able**  
Prepared to enter the workforce  
Postsecondary attainment  
Local Education Agency: 1  
Chancellor: Richard V.  
78%  
Postsecondary attainment rate (2021)  
61%  
High school graduation rate (2020)  
78%  
Postsecondary completion rate (2021)  
37.2%  
College enrollment rate (2020)  
0.1%  
Unemployment rate (2021)



**Top Opportunities for Growth**  
These three areas represent the biggest opportunities for Edgecombe County to improve future attainment.

- Basic Performance**  
1% of Edgecombe County's 3.8 graduate earn college-ready scores in Math, Science, and Reading, which is below the state average of 28%.
- Postsecondary Completion**  
17% of Edgecombe County's 3.8 graduates earn a postsecondary credential, which is below the state average of 24%.
- Postsecondary Enrollment**  
13% of Edgecombe County's 3.8 graduates enroll in postsecondary education, which is below the state average of 15%.

**Impact of Covid-19 on Education Pipeline**  
Covid-19 has affected initial graduation rates along the pipeline.

- High School Graduation**  
4.7% (2020) vs. 10.1% (2019)
- Postsecondary Enrollment**  
12.0% (2021) vs. 18.1% (2020)
- Postsecondary Completion**  
2.8% (2021) vs. 18.1% (2020)

**Dear stakeholders in Edgecombe County: educational outcomes are improving!**  
To meet state goals, each year Edgecombe County needs:

- 69% of eligible 4-year-olds enrolled in 180 Pre-K programs (65 more needed to meet state goal of 79% in 2021)
- 13% of 3-5 graders are meeting college-and-career-ready scores (level 4 or 5) in reading, 1,522 more needed to meet state goal of 79% in 2021
- 14% of 9-12 graders are meeting college-and-career-ready scores (level 4 or 5) in math, 1,254 more needed to meet state goal of 68% in 2021
- 69% of 9th graders graduate within four years, 46 more needed to meet state goal of 79% in 2021
- 39% of students are diversely absent from schools, 1,334 more needed to meet state goal of 11% in 2021
- 25% of students are diversely absent from schools, 1,334 more needed to meet state goal of 11% in 2021
- 25% of students are diversely absent from schools, 1,334 more needed to meet state goal of 11% in 2021

**College & Career Access**  
89% of students completed the PARCC in 2021; 78 more need to complete in 2022 to meet state goal of 88% in 2021.  
89% of students completed the PARCC in 2021; 78 more need to complete in 2022 to meet state goal of 88% in 2021.  
89% of students completed the PARCC in 2021; 78 more need to complete in 2022 to meet state goal of 88% in 2021.

**Postsecondary Enrollment Rates for Student Groups in Edgecombe County, 2021**

Note: Data correct for demographic groups with fewer than 10 students are not displayed.

# 2022 COUNTY ATTAINMENT PROFILES

- 100 Unique County Attainment Profiles
- Local Performance on Key Indicators
- Recommended Local Goals
- Opportunities for Growth



**WEB LINK**  
[qrco.de/dataresources](http://qrco.de/dataresources)

**myFUTURENC**  
2 million by 2030



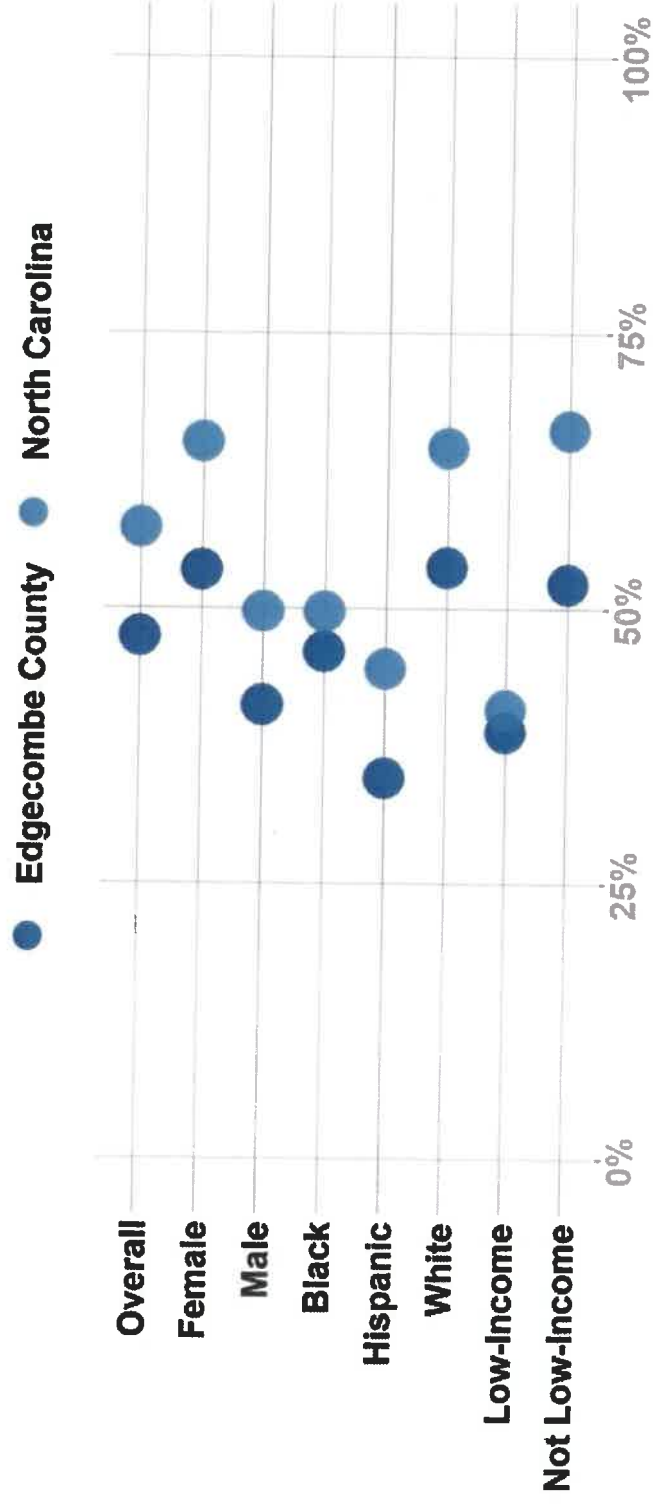
# COUNTY PROFILE SNAPSHOTS





# COUNTY PROFILE SNAPSHOTS

Postsecondary Enrollment Rates for Select Groups in Edgecombe County, 2021





## COUNTY PROFILE SNAPSHOTS



17.0% of young adults ages 16-24 in Edgecombe  
County were **not working and not in school** versus  
15.2% in peer counties. 2019



## COUNTY PROFILES - NEXT STEPS

1. As you review your [local county goal](#) included on the top of your county attainment profile, **what are you already doing** to help bring cross-sector partners to the table to assist you in increasing educational attainment in your district/college?
2. How could **myFutureNC** assist you in ongoing/future conversations with cross-sector partners?
3. Would you be willing to take the lead to invite all cross-sector local partners together to encourage the full collective group to adopt the local goal and create a plan for addressing the opportunities for growth and other data points relevant to your individual county or regional needs?



## ACCELERATE ACTION: Connect, Convene, Communicate, Collaborate

### Attainment Ready Communities

- Establish local cross-stakeholder coalition ✓
- Endorse the state attainment goal of 2 million by 2030 ✓
- Adopt the local attainment goal of 5,762 (projected 48% vs 28.8% now)
- Support the development & implementation of a local community attainment “roadmap”



*my***FUTURE****NC**  
2 million by 2030





**myFUTURENC**

*2 million by 2030*



# Thank You!

For more information visit us at  
**myfuturenc.org** or connect with me at

**[brett@myfuturenc.org](mailto:brett@myfuturenc.org)**





## **ATTACHMENT #2**

**TARASA M LEWIS  
TAX ADMINISTRATOR**

---

**September 5, 2023**

**TO: Edgecombe County Board of Commissioners**

The proposed Schedules, Standards, and Rules to be used in the 2024 reappraisal of real property in Edgecombe County is being presented to the Board of Commissioners tonight. In accordance with North Carolina General Statute 105-317(1); a copy of the schedules will be placed in the office of the County Manager and in the office of the Tax Assessor where they will remain available for public inspection.

A date for the public hearing on the proposed Schedules, Standards, and Rules needs to be set. I propose that date be held by the Board of County Commissioners at their regularly scheduled meeting on Monday, October 2, 2023 at 7:00 p.m. in the Jonathan Felton Commissioners Room of the Administrative Building, 201 St Andrew Street, Tarboro, NC 27886. A Public Hearing Notice will be advertised notifying the public of such hearing.

Sincerely,

Tarasa M Lewis  
Edgecombe County Tax Administrator

---

**P O Box 10 • 201 Saint Andrew Street  
Tarboro, North Carolina • 27886  
Phone: 252-641-7855 Fax: 252-641-7864**



## Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/30/23  
**Re:** Public Hearing for CDBG-Neighborhood Revitalization



At your last meeting, we discussed NC Department of Commerce's Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) program. The program provides funding for the renovation and replacement of substandard housing for low-moderate income families. Funds may be spent on rehabilitation (including scattered site housing), acquisition, clearance, relocation, substantial rehabilitation, replacement housing and emergency repairs.

We planned to have the second required public hearing at this meeting, but the final program guidelines were only recently released, and the due date for applications is November 15, 2023. Therefore, we need additional time to prepare the application before we present it for public comment. I do want to take this opportunity to let you and the public know more about the CDBG-NR program and the type of project we are considering submitting.

Under the CDBG-NR program, Projects must incorporate at least one of the following livability principles as a focus:

- Promote equitable, affordable housing. Expand location and energy-efficient housing choices for people of all ages, incomes, races, and ethnicities to increase mobility and lower the combined cost of housing and transportation.
- Support existing communities. Target federal funding toward existing communities - through strategies like transit-oriented, mixed-use development, and land recycling - to increase community revitalization and the efficiency of public works investments and safeguard rural landscapes.

OFFICE OF THE COUNTY MANAGER



September 1, 2023

- Value communities and neighborhoods. Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods - rural, urban, or suburban.

We are currently drafting an application to provide scattered-site housing rehabilitation. This type of assistance for existing housing stock continues to be a great need here in Edgecombe County, and there are few other sources of funding to meet that need. In housing rehabilitation, we are typically able to perform comprehensive repairs to address major structural, mechanical, and even accessibility needs for low-to-moderate income residents.

At the public hearing, we would like to hear citizens' comments on our proposed project. We will bring the final application for further citizen input at your October meeting. I recommend that you call for the second public hearing to be held at your October 2, 2023 Board meeting.



**ATTACHMENT #4**  
**Budget Amendments to be Approved**  
**By the Board of Commissioners**









Date \_\_\_\_\_

DEPARTMENT \_\_\_\_\_

Revised July 2021





**EDGECOMBE COUNTY  
BUDGET CONTROL REQUEST**

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Dee Waters RE: Finance DEPARTMENT                       
PURPOSE: to reallocate within dept.

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
Total Revenues				
<b>EXPENDITURES</b>				
10-4200-5321-00	Telephone	40,000		
10-4200-5451-00	Insurance and Bonding	153,670	(40,000.00)	0
			40,000.00	193,670
Total Expenditures				
TOTAL			0	0
			0	
		←		
<b>DEPARTMENT HEAD</b>				

DEPARTMENT HEAD

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

*Linda J. Bayfield* 8-10-23

✓ APPROVED

     RECOMMENDED

**NOT APPROVED**

       NOT RECOMMENDED

NOT AFFIRMED

Emma  
COUNTY MANAGER

8/15/22  
DATE

**ACTION TAKEN BY BOARD OF COMMISSIONERS:**

APPROVED AND ENTERED ON MINUTES DATED:

NOT APPROVED-DATE:

**CLERK TO THE BOARD**









# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Gloria Moseley Solid Waste DEPARTMENT

PURPOSE: FOR GRADING OF SLOPES AND HAULS OF COVER SOIL

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
Total Revenues				
<b>EXPENDITURES</b>				
			0	
604720-535201	LANDFILL MAINTENANCE	75,000	40,000.00	115,000
604720-535200	EQUIPMENT REPAIRS	140,000	-40,000.00	100,000
Total Expenditures			0	
<b>TOTAL</b>				

← MUST BE "CORRECT"

DEPARTMENT HEAD

DATE 8-18-23

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

**FINANCE OFFICER**

**APPROVED**

## RECOMMENDED

~~NOT APPROVED~~

**NOT RECOMMENDED**

**COUNTY MANAGER**

DATE \_\_\_\_\_

**ACTION TAKEN BY BOARD OF COMMISSIONERS:**

APPROVED AND ENTERED ON MINUTES DATED:

NOT APPROVED-DATE:

**CLERK TO THE BOARD**

Revised July 2021





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number 5a  
Journal Number \_\_\_\_\_  
Date 9/1/2023

FROM: Pat Drewery RE: DSS BA # DEPARTMENT \_\_\_\_\_

PURPOSE: To reallocate within Budget

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
REVENUES				
19-0025-4531-01	Admin Reimbursement	7,941,593	23,078	7,964,671
Total Revenues				
EXPENDITURES			23078	
19-5411-5810-06	Low Income Water Assistance	0	23,078	23,078
Total Expenditures			23078	
TOTAL			0	

CORRECT ☒ MUST BE "CORRECT"

DEPARTMENT HEAD Betty Battle DATE 9/1/2023

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER Linda J. Barfield

☒ APPROVED  
☐ NOT APPROVED

☐ RECOMMENDED  
☐ NOT RECOMMENDED

9/1/23  
DATE

Eui Ewan  
COUNTY MANAGER

ACTION TAKEN BY BOARD OF COMMISSIONERS:

☐ APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

☐ NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD  
Revised July 2021



**For Information  
Budget Amendments Approved  
By the County Manager**



Revised July 2021



**For Information  
Budget Amendments Reviewed  
By the Finance Director**

---





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Mike Matthews RE: Solid Waste DEPARTMENT

**PURPOSE:** **Reallocate within Department**

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
<b>Total Revenues</b>			<b>0</b>	
<b>EXPENDITURES</b>				
60-4720-5321-01	Cell Phones/Beepers	0	700.00	700
60-4720-5497-00	Mulch Grinding	35,000	-700.00	34,300
<b>Total Expenditures</b>			<b>0</b>	<b>0</b>
<b>TOTAL</b>			<b>0</b>	

DEPARTMENT HEAD

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

**FINANCE OFFICER**

**APPROVED**

RECOMMENDED

NOT APPROVED

**NOT RECOMMENDED**

Eric W.  
COUNTY MANAGER

8/31/23  
DATE

**ACTION TAKEN BY BOARD OF COMMISSIONERS:**

**APPROVED AND ENTERED ON MINUTES DATED:**

NOT APPROVED-DATE:

**CLERK TO THE BOARD**

Revised July 2021









## EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date 8/11/2023

FROM: Michelle Etheridge RE: Health Department DEPARTMENT

**PURPOSE:** Budget revision done for reallocation of funds for Increase in insurance and Bonding and to get postage out of negative

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
<b>Total Revenues</b>			<b>0</b>	
<b>EXPENDITURES</b>				
125100-518800	Workmans Comp	3,741	(1,390.00)	2,351
125100-545100	Insurance and Bonding	1,950	1,390.00	3,340
125121-545100	Insurance and Bonding	2,308	188.00	2,494
125121-518600	Workmans Comp	5,016.00	(188.00)	4,828.00
125151-518600	Workmans Comp	3,135	(67.00)	3,108
125151-545400	Insurance and Bonding	1,461	67.00	1,528
125156-545400	Insurance and Bonding	310	12	322
125156-545400	5186-00 Workmans Comp	627	-12	615
125164-545400	5186-00 Workmans Comp	3,762	-82	3,682
125164-545100	Insurance and Bonding	1,768	82	1,850
125189-545100	Insurance and Bonding	310	9	319
125189-545100	5186-00 Workmans comp	627	-9	618
125163-543500	Equipment rental	900	-50	850
125163-532500	Postage	100	50	150
<b>Total Expenditures</b>			<b>0</b>	
<b>TOTAL</b>			<b>0</b>	

DEPARTMENT HEAD Michelle B. Etnyre DATE 8/15/23

**This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.**

**FINANCE OFFICER**

*Linda J Bayule* 8/17/23

✓ **APPROVED**

## RECOMMENDED

NOT APPROVED

**NOT RECOMMENDED**

**COUNTY MANAGER**

DATE \_\_\_\_\_

**ACTION TAKEN BY BOARD OF COMMISSIONERS:**

**APPROVED AND ENTERED ON MINUTES DATED:**

NOT APPROVED-DATE:

### CLERK TO THE BOARD

Revised July 2021



Revised July 2021





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number 11  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Linda J. Barfield RE: Register of Deeds DEPARTMENT

PURPOSE: To reallocate between departments - replace computers

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
Increase:				
10-4180-5260-00	Office Supplies	10,000	\$ 8,000	18,000
			\$ 8,000	
Decrease:				
10-4920-8300-00	Land/Righr of Way	50,000	\$ (8,000.00)	42,000
			\$ (8,000)	
TOTAL			-	
			CORRECT	MUST BE "CORRECT"

DEPARTMENT HEAD

DATE

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER

Linda J. Barfield 8/18/23

☒ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

[Signature]  
COUNTY MANAGER

8/21/23  
DATE

ACTION TAKEN BY BOARD OF COMMISSIONERS:

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD

Revised July 2021



## ATTACHMENT #5

# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Resolution – Interconnection Agreement between  
Edgecombe County Water & Sewer District No. 2 and  
Edgecombe County Water & Sewer District No. 6



Presented for consideration is a resolution authorizing the County Manager to execute an Interconnection Agreement between Edgecombe County Water & Sewer District No. 2 and Edgecombe County Water & Sewer District No. 6.

The Interconnection Agreement will allow water and wastewater to travel between the two districts.

It is recommended that you approve the attached resolution as presented.

OFFICE OF THE COUNTY MANAGER



## **RESOLUTION BY GOVERNING BODY OF EDGECOMBE COUNTY WATER & SEWER DISTRICT NO. 2**

**WHEREAS**, Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6 are separate entities responsible for providing water and sewer services within their respective jurisdictions; and

**WHEREAS**, both Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6 are governed by the Edgecombe County Board of Commissioners; and

**WHEREAS**, it is in the best interest of the residents and communities served by Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6 to establish an interconnection agreement that allows for the exchange of water and sewer services between the districts; and

**WHEREAS**, the Edgecombe County Board of Commissioners recognizes the need for effective coordination and collaboration between the districts to ensure the reliable and efficient provision of water and sewer services;

### **NOW, THEREFORE, BE IT RESOLVED BY THE EDGECOMBE COUNTY BOARD OF COMMISSIONERS:**

That the Interconnection Agreement between Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6, attached hereto as Exhibit A, is hereby approved.

That Eric Evans, County Manager, in consultation with legal counsel, is authorized to execute the Interconnection Agreement on behalf of the Edgecombe County Board of Commissioners.

That this resolution shall take effect immediately upon adoption.



**ADOPTED AND APPROVED THIS 5<sup>th</sup> DAY OF SEPTEMBER, 2023.**

EDGECOMBE COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Leonard Wiggins,

Chairman, Edgecombe County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Frangie Mungo,

Clerk to the Board



**STATE OF NORTH CAROLINA**

**COUNTY OF EDGECOMBE**

**INTERCONNECTION AGREEMENT**

**Interconnection Agreement for Water and Sewer Services Between Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6**

**Effective Date: September 5<sup>th</sup>, 2023**

This Interconnection Agreement ("Agreement") is entered into between Edgecombe County Water and Sewer District No. 2 ("District No. 2") and Edgecombe County Water and Sewer District No. 6 ("District No. 6"), collectively referred to as "Parties," for the purpose of establishing the terms and conditions under which water and sewer services will be interconnected between the two districts.

**1. Purpose and Scope**

The purpose of this Agreement is to outline the responsibilities, obligations, and procedures necessary for the interconnection of water and sewer services between District No. 2 and District No. 6. This interconnection aims to enhance operational efficiency, ensure system redundancy, and facilitate the reliable provision of water and sewer services to the residents and customers of both districts.

**2. Definitions**

- a. "District No. 2" refers to the Edgecombe County Water and Sewer District No. 2, its officers, employees, and representatives.
- b. "District No. 6" refers to the Edgecombe County Water and Sewer District No. 6, its officers, employees, and representatives.
- c. "Interconnection Point" refers to the specific location where the water and sewer systems of District No. 2 and District No. 6 will be physically connected.

**3. Interconnection Responsibilities**

**a. District No. 2 Responsibilities:**

- i. District No. 2 shall bear the responsibility for the construction, installation, and maintenance of the interconnection facilities within its jurisdiction up to the Interconnection Point.



ii. District No. 2 shall ensure that the interconnection facilities meet all relevant regulatory standards and approvals.

**b. District No. 6 Responsibilities:**

i. District No. 6 shall bear the responsibility for the construction, installation, and maintenance of the interconnection facilities within its jurisdiction from the Interconnection Point onward.

ii. District No. 6 shall ensure that the interconnection facilities meet all relevant regulatory standards and approvals.

**4. Cost Sharing and Compensation**

**a. Cost Allocation:**

i. The costs associated with the construction, installation, and maintenance of the interconnection facilities shall be shared between District No. 2 and District No. 6 in a manner agreed upon by both parties.

**b. Compensation:**

i. No compensation shall be exchanged solely for the provision of water and sewer services through the interconnection, as the mutual benefits derived from enhanced operational efficiency shall constitute fair consideration.

**5. Term and Termination**

a. This Agreement shall commence on the Effective Date and remain in effect for a minimum forty (40) year term, after which time, agreement shall renew annually until terminated by mutual agreement or in accordance with applicable regulations.

b. Either party may terminate this Agreement with [notice period, e.g., 90 days] written notice to the other party.

**6. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of [Jurisdiction]. Any disputes arising under or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts of [Jurisdiction].



## **7. Entire Agreement**

This Agreement constitutes the entire understanding between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written.

**In Witness Whereof**, the Parties hereto have executed this Agreement as of the Effective Date.

**Edgecombe County Water and Sewer District No. 2:**

---

Eric Evans, Edgecombe County Manager

**Edgecombe County Water and Sewer District No. 6:**

---

Eric Evans, Edgecombe County Manager



## ATTACHMENT #6

# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Resolution – Interconnection Agreement between  
Edgecombe County Water & Sewer District No. 6 and  
Edgecombe County Water & Sewer District No. 2



Presented for consideration is a resolution authorizing the County Manager to execute an Interconnection Agreement between Edgecombe County Water & Sewer District No. 6 and Edgecombe County Water & Sewer District No. 2.

The Interconnection Agreement will allow water and wastewater to travel between the two districts.

It is recommended that you approve the attached resolution as presented.

OFFICE OF THE COUNTY MANAGER



**RESOLUTION BY GOVERNING BODY OF EDGECOMBE  
COUNTY WATER & SEWER DISTRICT NO. 6**

**WHEREAS**, Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6 are separate entities responsible for providing water and sewer services within their respective jurisdictions; and

**WHEREAS**, both Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6 are governed by the Edgecombe County Board of Commissioners; and

**WHEREAS**, it is in the best interest of the residents and communities served by Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6 to establish an interconnection agreement that allows for the exchange of water and sewer services between the districts; and

**WHEREAS**, the Edgecombe County Board of Commissioners recognizes the need for effective coordination and collaboration between the districts to ensure the reliable and efficient provision of water and sewer services;

**NOW, THEREFORE, BE IT RESOLVED BY THE EDGECOMBE COUNTY BOARD  
OF COMMISSIONERS:**

That the Interconnection Agreement between Edgecombe County Water and Sewer District No. 2 and Edgecombe County Water and Sewer District No. 6, attached hereto as Exhibit A, is hereby approved.

That Eric Evans, County Manager, in consultation with legal counsel, is authorized to execute the Interconnection Agreement on behalf of the Edgecombe County Board of Commissioners.

That this resolution shall take effect immediately upon adoption.



**ADOPTED AND APPROVED THIS 5<sup>th</sup> DAY OF SEPTEMBER, 2023.**

**EDGECOMBE COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_

Leonard Wiggins,

Chairman, Edgecombe County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Frangie Mungo,

Clerk to the Board



**STATE OF NORTH CAROLINA**

**COUNTY OF EDGECOMBE**

**INTERCONNECTION AGREEMENT**

**Interconnection Agreement for Water and Sewer Services Between Edgecombe County Water and Sewer District No. 6 and Edgecombe County Water and Sewer District No. 2**

**Effective Date: September 5<sup>th</sup>, 2023**

This Interconnection Agreement ("Agreement") is entered into between Edgecombe County Water and Sewer District No. 6 ("District No. 6") and Edgecombe County Water and Sewer District No. 2 ("District No. 2"), collectively referred to as "Parties," for the purpose of establishing the terms and conditions under which water and sewer services will be interconnected between the two districts.

**1. Purpose and Scope**

The purpose of this Agreement is to outline the responsibilities, obligations, and procedures necessary for the interconnection of water and sewer services between District No. 6 and District No. 2. This interconnection aims to enhance operational efficiency, ensure system redundancy, and facilitate the reliable provision of water and sewer services to the residents and customers of both districts.

**2. Definitions**

- a. "District No. 2" refers to the Edgecombe County Water and Sewer District No. 2, its officers, employees, and representatives.
- b. "District No. 6" refers to the Edgecombe County Water and Sewer District No. 6, its officers, employees, and representatives.
- c. "Interconnection Point" refers to the specific location where the water and sewer systems of District No. 2 and District No. 6 will be physically connected.

**3. Interconnection Responsibilities**

**a. District No. 6 Responsibilities:**

- i. District No. 6 shall bear the responsibility for the construction, installation, and maintenance of the interconnection facilities within its jurisdiction up to the Interconnection Point.



ii. District No. 6 shall ensure that the interconnection facilities meet all relevant regulatory standards and approvals.

**b. District No. 2 Responsibilities:**

i. District No. 2 shall bear the responsibility for the construction, installation, and maintenance of the interconnection facilities within its jurisdiction from the Interconnection Point onward.

ii. District No. 2 shall ensure that the interconnection facilities meet all relevant regulatory standards and approvals.

**4. Cost Sharing and Compensation**

**a. Cost Allocation:**

i. The costs associated with the construction, installation, and maintenance of the interconnection facilities shall be shared between District No. 2 and District No. 6 in a manner agreed upon by both parties.

**b. Compensation:**

i. No compensation shall be exchanged solely for the provision of water and sewer services through the interconnection, as the mutual benefits derived from enhanced operational efficiency shall constitute fair consideration.

**5. Term and Termination**

a. This Agreement shall commence on the Effective Date and remain in effect for a minimum forty (40) year term, after which time, agreement shall renew annually until terminated by mutual agreement or in accordance with applicable regulations.

b. Either party may terminate this Agreement with [notice period, e.g., 90 days] written notice to the other party.

**6. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of [Jurisdiction]. Any disputes arising under or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts of [Jurisdiction].



**7. Entire Agreement**

This Agreement constitutes the entire understanding between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written.

**In Witness Whereof**, the Parties hereto have executed this Agreement as of the Effective Date.

**Edgecombe County Water and Sewer District No. 2:**

---

Eric Evans, Edgecombe County Manager

**Edgecombe County Water and Sewer District No. 6:**

---

Eric Evans, Edgecombe County Manager



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Amendment No. 2 – Grant Project Ordinance –  
Edgecombe County Water & Sewer District 6 Water  
and Wastewater System Improvements



Presented for consideration is Amendment No. 2 to the Grant Project Ordinance for the Edgecombe County Water & Sewer District 6 Water and Wastewater System Improvements Project.

The amendment offers additional subsequent grant funding in the amount of \$2,327,000.00, bringing the total project budget to \$9,401,000.00.

It is recommended that you approved Amendment No. 2 to the Grant Project Ordinance as presented.



## AMENDMENT NO.2 GRANT PROJECT ORDINANCE

**BE IT ORDAINED** by the Governing Board of Edgecombe County, 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 amended and adopted:

**Section 1.** The project authorized is the Edgecombe WSD No.6 – Water and Wastewater System Improvements contained in the Water and Waste System Grant Agreement between the County and the United States Department of Agriculture – Rural Development.

**Section 2.** The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant agreement, the rules and regulations of the United States Department of Agriculture – Rural Development and the budget contained herein.

**Section 3.** The following amounts are appropriated for this project:

Equipment	\$2,500
Constructions	\$7,877,346
Engineering Fees	\$820,000
Administration/Legal	\$247,421
Contingency	<u>\$453,733</u>
TOTAL	\$9,401,000

**Section 4.** The following revenues are anticipated to be available to complete this project:

USDA – RD Grant	\$6,782,000
USDA – RD Loan	<u>\$2,619,000</u>
TOTAL	\$9,401,000

**Section 5.** The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the County, the grantor agency and Federal and State regulations.

**Section 6.** The Finance Officer is directed to report, on a quarterly basis, on the financial status of the project element of Section 3, and the total revenues received or claimed.

**Section 7.** The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Board.

**Section 8.** Copies of this grant project ordinance shall be furnished the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

**Adopted this 5<sup>th</sup> day of September 2023**

\_\_\_\_\_  
**LEONARD WIGGINS, CHAIRMAN**  
**EDGECOMBE COUNTY BOARD OF COMMISSIONERS**

ATTEST:

\_\_\_\_\_  
**FRANGIE MUNGO**  
**CLERK TO THE BOARD**





United States Department of Agriculture

Rural Development

August 10, 2023

Community Programs

4405 Bland Rd.  
Suite 260  
Raleigh, NC 27609

Voice 919.873.2030  
Fax 844-325-6925

Leonard Wiggins – Chairman  
Edgecombe Water and Sewer District No.6  
201 Saint Andrew Street  
Tarboro, NC 27886

Dear Leonard Wiggins,

We are enclosing a copy of the Form RD 1940-1, "Request for Obligation of Funds," as notice that your application for assistance from USDA Rural Development used to provide additional financing for the water and sewer system improvements project.

Funds are reserved in the amount shown of a \$2,327,000 RUS Development Grant reflected in item 25 of the form "Request for Obligation of Funds". These funds will be administered by USDA Rural Development.

If you have any questions concerning this reservation of funds, please contact Hillary Lassiter, Area Specialist in the Winton, NC Area Office  
[Hillary.Lassiter@usda.gov](mailto:Hillary.Lassiter@usda.gov)

Sincerely,

Tonya Upchurch  
Loan Technician

Enclosure

cc: Hillary Lassiter, Area Specialist  
USDA, Rural Development  
Winton, NC

USDA is an equal opportunity provider, employer, and lender.



# REQUEST FOR OBLIGATION OF FUNDS

FORM APPR  
OMB No. 057

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED ( )  
Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.

1. CASE NUMBER  
ST CO BORROWER ID  
38-033-\*\*\*\*\*0979

LOAN NUMBER  
FISCAL YEAR  
2023

2. BORROWER NAME  
Edgecombe Water and Sewer District No. 6

3. NUMBER NAME FIELDS  
(1, 2, or 3 from Item 2)

4. STATE NAME  
North Carolina  
5. COUNTY NAME  
Edgecombe

## 6. RACE/ETHNIC CLASSIFICATION

1 - WHITE  
2 - BLACK  
3 - ALIAN  
4 - HISPANIC  
5 - A/P

## 7. TYPE OF APPLICANT

1 - INDIVIDUAL  
2 - PARTNERSHIP  
3 - CORPORATION  
4 - PUBLIC BODY  
5 - ASSOC. OF FARMERS  
6 - ORG. OF FARMERS  
7 - NONPROFIT-SECULAR  
8 - NONPROFIT-FAITH BASED  
9 - INDIAN TRIBE  
10 - PUBLIC COLLEGE/UNIVERSITY  
11 - OTHER

## 8. COLLATERAL CODE

1 - REAL ESTATE SECURED  
2 - REAL ESTATE AND CHATTEL  
3 - NOTE ONLY OR CHATTEL ONLY  
4 - MACHINERY ONLY  
5 - LIVESTOCK ONLY  
6 - CROPS ONLY  
7 - SECURED BY BONDS  
8 - RLF ACCT

## 9. EMPLOYEE RELATIONSHIP CODE

1 - EMPLOYEE  
2 - MEMBER OF FAMILY  
3 - CLOSE RELATIVE  
4 - ASSOC.

10. SEX CODE  
1 - MALE  
2 - FEMALE  
3 - FAMILY UNIT  
4 - ORGAN, MALE OWNED  
5 - ORGAN FEMALE OWNED  
6 - PUBLIC BODY

## 11. MARITAL STATUS

1 - MARRIED  
2 - SEPARATED  
3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)

## 12. VETERAN CODE

1 - YES  
2 - NO

## 13. CREDIT REPORT

1 - YES  
2 - NO

## 14. DIRECT PAYMENT

(See FMI)

## 15. TYPE OF PAYMENT

1 - MONTHLY  
2 - ANNUALLY  
3 - SEMI-ANNUALLY  
4 - QUARTERLY

## 16. FEE INSPECTION

1 - YES  
2 - NO

17. COMMUNITY SIZE  
1 - 10 000 OR LESS  
2 - OVER 10,000  
(FOR SFH AND HPG ONLY)

## 18. USE OF FUNDS CODE

(See FMI)

## 19. TYPE OF ASSISTANCE

066 (See FMI)

## 20. PURPOSE CODE

## COMPLETE FOR OBLIGATION OF FUNDS

## 21. SOURCE OF FUNDS

## 23. TYPE OF SUBMISSION

1 - INITIAL  
2 - SUBSEQUENT

## 24. AMOUNT OF LOAN

## 22. TYPE OF ACTION

1 - OBLIGATION ONLY  
2 - OBLIGATION/CHECK REQUEST  
3 - CORRECTION OF OBLIGATION

## 26. AMOUNT OF IMMEDIATE ADVANCE

## 27. DATE OF APPROVAL

MO DAY YR  
08 01 2023

## 28. INTEREST RATE

2,327,000  
0 %

## 29. REPAYMENT TERMS

## 30. PROFIT TYPE

1 - FULL PROFIT  
2 - LIMITED PROFIT  
3 - NONPROFIT

## COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS

## 31. DISASTER DESIGNATION NUMBER

(See FMI)

## COMPLETE FOR CREDIT SALE-ASSUMPTION

## 32. TYPE OF SALE

1 - CREDIT SALE ONLY  
2 - ASSUMPTION ONLY  
3 - CREDIT SALE WITH SUBSEQUENT LOAN  
4 - ASSUMPTION WITH SUBSEQUENT LOAN

## 33. OBLIGATION DATE

MO DA YR

## COMPLETE FOR FP LOANS ONLY

## 34. BEGINNING FARMER/RANCHER

(See FMI)

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

ORIGINAL - Borrower's Case Folder

COPY 1 - Finance Office

Position 2

COPY 2 - Applicant/Lender

COPY 3 - State Office

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.



## CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

35. **COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL**

Subject to the Letter of Conditions dated April 3, 2017, Amendment No 1 to the Letter of Conditions dated May 15, 2020 and Amendment No 2 to the Letter of Conditions dated August 1, 2023.

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. ☐ YES ☐ NO

**WARNING:**

Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date August 1, 20 23

Leonard Wiggins  
Leonard Wiggins, Chairman

Date August 1, 20 23

Frangie Mungo  
Frangie Mungo, Clerk to the Board.

(Signature of Applicant)

(Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

Reginald Speight

Digitally signed by Reginald Speight  
Date: 2023.08.01 17:34:29 -04'00'

(Signature of Approving Official)

Typed or Printed Name: Reginald Speight

Date Approved: August 1, 2023

Title: State Director

38. TO THE APPLICANT: As of this date August 10, 2023, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.



# Memorandum

## ATTACHMENT #8

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Contract – T.A. Loving Company – Edgecombe County Water & Sewer District No. 6 Water and Wastewater System Improvements



Presented for consideration is the construction contract to T.A. Loving Company in the amount of \$5,918,826.25.

Bids for the Edgecombe County Water & Sewer District No. 6 Water and Wastewater System Improvements project were opened on March 31, 2023 and T.A. Loving Company was the lowest responsible, responsive bidder.

It is recommended that you approve the construction contract as presented.

OFFICE OF THE COUNTY MANAGER



4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### ARTICLE 5 - BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Lump Sum Bid Price (other than Unit Price Work)	\$
Lump Sum Bid Price for Base Bid	\$
Alternate A [Add] [Deduct]	\$
Alternate B [Add] [Deduct]	\$
Lump Sum Bid Price for Section I only	\$
Lump Sum Bid Price for Section II only	\$
Lump Sum Bid Price for Sections I and II	\$
Lump Sum for Cash Allowances	\$
All specified cash allowances are included in the price(s) set forth above, and have been computed in accordance with Paragraph 13.02 of the General Conditions.	
Lump Sum Contingency Allowance	\$

Total of All Lump Sums

\$

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
<b>Sanitary Sewer Work Items</b>					
1	New (8) Inch PVC Sanitary Sewer (0)-(6) ft	LF	4,130	120.00	495,600.00
2	New (8) Inch PVC Sanitary Sewer (6)-(8) ft	LF	1,740	125.00	217,500.00
3	New (8) Inch PVC Sanitary Sewer (8)-(10) ft	LF	360	130.00	46,800.00
4	New (8) Inch DIP Sanitary Sewer (0)-(6) ft	LF	550	200.00	110,000.00
5	New (8) Inch DIP Sanitary Sewer (6)-(8) ft	LF	30	205.00	6,150.00
6	New (12) Inch PVC Sanitary Sewer (0)-(6) ft	LF	130	145.00	18,850.00
7	New (12) Inch PVC Sanitary Sewer (6)-(8) ft	LF	450	150.00	67,500.00
8	New (12) Inch PVC Sanitary Sewer (8)-(10) ft	LF	140	155.00	21,700.00
9	(8) Inch Cured in Place Sanitary Sewer	LF	4,320	49.50	213,840.00
10	(10) Inch Cured in Place Sanitary Sewer	LF	260	58.75	15,275.00
11	(12) Inch Cured in Place Sanitary Sewer	LF	830	70.25	58,307.50

2488-GU : 1/10/2023

EJCDC® C-410 - Page 3

Bid Form for Construction Contracts

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Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
12	Point Repair (0'-6') 8"	EA	3	4,675.00	14,025.00
13	Point Repair (6'-8') 8"	EA	4	5,750.00	23,000.00
14	Point Repair (8'-10') 8"	EA	1	7,950.00	7,950.00
15	Point Repair (0'-6') 12"	EA	3	5,350.00	16,050.00
16	Point Repair (6'-8') 12"	EA	1	6,450.00	6,450.00
17	Point Repair (8'-10') 12"	EA	4	8,500.00	34,000.00
18	Point Repair (10'-12') 12"	EA	1	8,650.00	8,650.00
19	Point Repair (12'-14') 12"	EA	1	9,000.00	9,000.00
20	Abandon Existing Gravity Sewer and Fill w/ Grout	LF	100	22.50	2,250.00
21	Abandon Existing Manhole and Fill w/ Grout	EA	2	2,500.00	5,000.00
22	Remove Existing Manhole	EA	2	2,500.00	5,000.00
23	Replace (0)-(6) ft. (4') Diameter Manhole	EA	21	6,300.00	132,300.00
24	New (6)-(8) ft. (5') Diameter Inside Drop Manhole	EA	1	13,750.00	13,750.00
25	New (10)-(12) ft. (5') Diameter Inside Drop Manhole	EA	1	15,000.00	15,000.00
26	Replace (6)-(8) ft. (4') Diameter Manhole	EA	9	7,000.00	63,000.00
27	Replace (8)-(10) ft. (4') Diameter Manhole	EA	7	7,250.00	50,750.00
28	Rehabilitation of Gravity Sewer Service by CIPP	EA	2	5,750.00	11,500.00
29	Replacement of Gravity Sewer Service by Dry Jack & Bore	EA	1	20,000.00	20,000.00
30	Gravity Sewer Service (Same side of road as main line)	EA	76	3,800.00	288,800.00
31	Gravity Sewer Service (Opposite side of road as main line-Non NCDOT)	EA	75	4,000.00	300,000.00
32	Gravity Sewer Service (Opposite side of road as main line- NCDOT)	EA	9	4,250.00	38,250.00
33	Existing Force Main Abandonment	EA	1	12,500.00	12,500.00
<b>Water Distribution System Items</b>					
34	New (12) Inch C-900 PVC Water Main	LF	1,600	135.00	216,000.00
35	New (12) Inch RJDIP Water Main	LF	10	400.00	4,000.00
36	New (12) Inch RJDIP Water Main w/ (24) Inch Steel Encasement by Bore and Jack	LF	70	1,050.00	73,500.00
37	Pigging of 12-inch Main	LF	1,680	3.00	5,040.00
38	New (8) Inch DIP Water Main	LF	20	215.00	4,300.00
39	New (8) Inch RJDIP Water Main	LF	140	220.00	30,800.00
40	New (8) Inch GV & Box	EA	5	3,000.00	15,000.00



Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
41	New (12) Inch GV & Box	EA	3		
42	New Fire Hydrant Assembly	EA	3	5,300.00	15,900.00
43	Remove Existing Cap & Connect (8) Inch Line	EA	1	11,000.00	33,000.00
44	New (8) Inch Meter Assembly and Vault	LS	1	3,500.00	3,500.00
45	New (8) Inch Pressure Reducing Valve Assembly and Enclosure	LS	1	55,000.00	55,000.00
46	(12) Inch to (12) Inch Tapping Sleeve and Valve	EA	1	70,000.00	70,000.00
<b>Stormwater Work Items</b>					
47	New 15" RCP	LF	40		
48	Remove and Replace 48" RCP	LF	270	140.00	5,600.00
49	Remove Existing STMH	EA	2	375.00	101,250.00
50	New Drop Inlet	EA	1	1,000.00	2,000.00
<b>Erosion Control Work Items</b>					
51	Rock Check Dam	EA	2		
52	Inlet Protection	EA	4	500.00	1,000.00
53	Arc Filter	EA	1	250.00	1,000.00
54	Silt Fence	LF	150	3,500.00	3,500.00
<b>Cleanup and Seeding Along Utility Pipelines</b>					
55	Cleanup and Seeding Along Utility Pipelines	LS	1	7.00	1,050.00
<b>Miscellaneous Work Items</b>					
56	Clear and Grubbing	LS	1		
57	(6-12) Inch Tree Removal	EA	2	50,000.00	50,000.00
58	Undercut Unstable Pipe Foundation	CY	450	2,000.00	4,000.00
59	Select Backfill	CY	2,410	60.00	27,000.00
60	Remove and Replace Sidewalk	SY	200	20.00	48,200.00
61	Remove and Replace Curb & Gutter	LF	670	80.00	16,000.00
62	Remove and Replace Valley Gutter	LF	190	75.00	50,250.00
63	Open Cut & Replace Asphalt of Non NCDOT Pavement	SY	2,760	75.00	14,250.00
64	Open Cut & Replace Asphalt of NCDOT Pavement	SY	60	40.00	110,400.00
65	Open Cut & Replace Concrete Drive	SY	40	205.00	12,300.00
66	New Gravel Drive	SY	520	90.00	3,600.00
67	Asphalt Drive Repair	SY	110	10.00	5,200.00
68	Gravel Drive Repair	SY	190	95.00	10,450.00
69	SCADA	EA	6	30.00	5,700.00
				37,500.00	225,000.00

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Bid Form for Construction Contracts



Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
70	Greenwood Pump Station Improvements	LS	1		
71	Church Street Pump Station Improvements	LS	1	505,000.00	505,000.00
72	Community Health Pump Station Improvements	LS	1	495,000.00	495,000.00
73	Lakeside Pump Station Improvements	LS	1	410,000.00	410,000.00
74	Carney Pump Station Improvements	LS	1	485,000.00	485,000.00
75	Newton Pump Station Improvements	LS	1	560,000.00	560,000.00
76	Project Sign	EA	1	525,000.00	525,000.00
Total of All Base Unit Price Bid Items				1,500.00	1,500.00
					\$6,613,037.50

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**Total of ~~Lump Sum~~ and Base Unit Price Bids = Total Bid Price**

\$ 6,613,037.50

- Unit Prices have been computed in accordance with paragraph 11.03.B of the General Conditions.
- Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents. Determinations of actual quantities and classification are to be made by Engineer as provided in paragraph 9.07 of the General Conditions.

#### ADD ALTERNATIVE A BID

5.02 For the following Add Alternates as selected by the Owner for inclusion in the Project as follows:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
<b>Sanitary Sewer Work Items</b>					
1	(8) Inch Cured in Place Sanitary Sewer	LF	2,740		
2	(12) Inch Cured in Place Sanitary Sewer	LF	1,825	49.50	135,630.00
3	New (0)-(6) ft. (4') Diameter Manhole	EA	1	70.25	128,206.25
4	New (6)-(8) ft. (4') Diameter Manhole	EA	1	6,300.00	6,300.00
5	New (8)-(10) ft. (4') Diameter Manhole	EA	1	7,000.00	7,000.00
6	Gravity Sewer Service (Same side of road as main line)	EA	21	7,250.00	7,250.00
7	Gravity Sewer Service (Opposite side of road as main line-Non NCDOT)	EA	22	4,250.00	89,250.00
				4,500.00	99,000.00



Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
8	Gravity Sewer Service (Opposite side of road as main line- NCDOT)	EA	2	4,800.00	9,600.00
<b>Cleanup and Seeding Along Utility Pipelines</b>					
9	Cleanup and Seeding Along Utility Pipelines	LS	1	15,000.00	15,000.00
<b>Miscellaneous Work Items</b>					
10	Undercut Unstable Pipe Foundation	CY	40	60.00	2,400.00
11	Select Backfill	CY	220	20.00	4,400.00
12	Remove and Replace Sidewalk	SY	25	100.00	2,500.00
13	Remove and Replace Curb & Gutter	LF	105	75.00	7,875.00
<b>Total of All Unit Price Bid Items</b>					<b>\$ 514,411.25</b>

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**Total of Add Alternate A Unit Price Bids = Total Bid Price** \$ 514,411.25

### ADD ALTERNATIVE B BID

5.03 For the following Add Alternates as selected by the Owner for inclusion in the Project as follows:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
<b>Sanitary Sewer Work Items</b>					
1	New (12) Inch PVC Sanitary Sewer (0)-(6) ft	LF	720	145.00	104,400.00
2	New (12) Inch PVC Sanitary Sewer (8)-(10) ft	LF	675	155.00	104,625.00
3	New (12) Inch PVC Sanitary Sewer (10)-(12) ft	LF	235	170.00	39,950.00
4	New (12) Inch DIP Sanitary Sewer (0)-(6) ft	LF	20	275.00	5,500.00
5	(8) Inch Cured in Place Sanitary Sewer	LF	510	49.50	25,245.00
6	(12) Inch Cured in Place Sanitary Sewer	LF	1,810	70.25	127,152.50
7	New (0)-(6) ft. (4') Diameter Manhole	EA	3	6,300.00	18,900.00
8	New (8)-(10) ft. (4') Diameter Manhole	EA	1	7,250.00	7,250.00
9	New (12)-(14) ft. (4') Diameter Manhole	EA	1	10,000.00	10,000.00
10	Rehabilitation of Gravity Sewer Service by CIPP	EA	3	5,750.00	17,250.00
11	Replacement of Gravity Sewer Service by Dry Jack & Bore	EA	7	20,000.00	140,000.00
12	Gravity Sewer Service (Same side of road as main line)	EA	17	3,950.00	67,150.00

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Bid Form for Construction Contracts



Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
13	Gravity Sewer Service (Opposite side of road as main line-Non NCDOT)	EA	10	4,000.00	40,000.00
<b>Water Distribution System Items</b>					
14	New (8) Inch DIP Water Main	LF	20	230.00	4,600.00
<b>Cleanup and Seeding Along Utility Pipelines</b>					
15	Cleanup and Seeding Along Utility Pipelines	LS	1	5,000.00	5,000.00
<b>Miscellaneous Work Items</b>					
16	Undercut Unstable Pipe Foundation	CY	70	60.00	4,200.00
17	Select Backfill	CY	410	20.00	8,200.00
18	Remove and Replace Sidewalk	SY	75	80.00	6,000.00
19	Remove and Replace Curb & Gutter	LF	225	75.00	16,875.00
20	Open Cut & Replace Asphalt of Non NCDOT Pavement	SY	1,540	40.00	61,600.00
21	Open Cut & Replace Asphalt of NCDOT Pavement	SY	785	205.00	160,925.00
<b>Total of All Unit Price Bid Items</b>					<b>\$ 974,822.50</b>

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**Total of Add Alternate B Unit Price Bids = Total Bid Price** \$ 974,822.50

### ADD ALTERNATIVE C BID

5.04 For the following Add Alternates as selected by the Owner for inclusion in the Project as follows:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
<b>Sanitary Sewer Work Items</b>					
1	New (8) Inch PVC Sanitary Sewer (0)-(6) ft	LF	640	120.00	76,800.00
2	New (8) Inch PVC Sanitary Sewer (6)-(8) ft	LF	1,120	125.00	140,000.00
3	New (12) Inch PVC Sanitary Sewer (6)-(8) ft	LF	720	150.00	108,000.00
4	New (12) Inch PVC Sanitary Sewer (12)-(14) ft	LF	5,705	180.00	1,026,900.00
5	Abandon Existing Manhole and Fill w/ Grout	EA	2	2,000.00	4,000.00



Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
6	Remove Existing Manhole	EA	2	2,000.00	4,000.00
7	New (0)-(6) ft. (4') Diameter Manhole	EA	3	6,300.00	18,900.00
8	New (6)-(8) ft. (4') Diameter Manhole	EA	1	7,000.00	7,000.00
9	New (8)-(10) ft. (4') Diameter Manhole	EA	5	7,250.00	36,250.00
10	New (10)-(12) ft. (4') Diameter Manhole	EA	5	9,750.00	48,750.00
11	New (12)-(14) ft. (4') Diameter Manhole	EA	3	10,000.00	30,000.00
12	Rehabilitation of Gravity Sewer Service by CIPP	EA	18	5,025.00	90,450.00
13	Replacement of Gravity Sewer Service by Dry Jack & Bore	EA	13	20,000.00	260,000.00
14	Gravity Sewer Service (Same side of road as main line)	EA	31	3,800.00	117,800.00
15	Gravity Sewer Service (Opposite side of road as main line-Non NCDOT)	EA	3	4,000.00	12,000.00
16	Abandon Existing 8" Gravity Sewer and Fill w/ Grout	LF	794	16.50	13,101.00
<b>Cleanup and Seeding Along Utility Pipelines</b>					
17	Cleanup and Seeding Along Utility Pipelines	LS	1	5,462.75	5,462.75
<b>Miscellaneous Work Items</b>					
18	Clear and Grubbing	LS	1	15,000.00	15,000.00
19	(6-12) Inch Tree Removal	EA	5	2,000.00	10,000.00
20	(12-24) Inch Tree Removal	EA	2	2,500.00	5,000.00
21	Remove and Replace Curb and Gutter	LF	345	75.00	25,875.00
22	Remove and Replace Valley Gutter	LF	50	75.00	3,750.00
23	Undercut Unstable Pipe Foundation	CY	380	60.00	22,800.00
24	Select Backfill	CY	2,245	20.00	44,900.00
25	Open Cut & Replace Asphalt of Non NCDOT Pavement	SY	680	40.00	27,200.00
<b>Total of All Unit Price Bid Items</b>					<b>\$2,153,938.75</b>

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.



Total of Add Alternate C Unit Price Bids = Total Bid Price \$ 2,153,938.75

#### ADD ALTERNATIVE D BID

5.05 For the following Add Alternates as selected by the Owner for inclusion in the Project as follows:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
<b>Miscellaneous Work Items</b>					
1	FEMA No 2 Pump Station Improvements	LS	1	560,000.00	560,000.00
2	SCADA	LS	1	37,500.00	37,500.00
<b>Total of All Unit Price Bid Items</b>					<b>\$ 597,500.00</b>

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

Total of Add Alternate D Unit Price Bids = Total Bid Price \$ 597,500.00

#### ADD ALTERNATIVE E BID

5.01 For the following Add Alternates as selected by the Owner for inclusion in the Project as follows:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
<b>Sanitary Sewer Work Items</b>					
1	New (8) Inch PVC Sanitary Sewer (6)-(8) ft	LF	287	120.00	34,440.00
2	New (8)-(10) ft. (4') Diameter Manhole	EA	1	7,250.00	7,250.00
3	New (0)-(6) ft. (4') Diameter Manhole	EA	1	6,300.00	6,300.00
<b>Cleanup and Seeding Along Utility Pipelines</b>					
4	Cleanup and Seeding Along Utility Pipelines	LS	1	1,000.00	1,000.00
<b>Miscellaneous Work Items</b>					
5	Undercut Unstable Pipe Foundation	CY	10	60.00	600.00
6	Select Backfill	CY	50	20.00	1,000.00
7	Open Cut & Replace Asphalt of Non NCDOT Pavement	SY	25	200.00	5,000.00
8	Remove and Replace Sidewalk	SY	65	80.00	5,200.00
9	Remove and Replace Curb & Gutter	LF	10	100.00	1,000.00
<b>Total of All Unit Price Bid Items</b>					<b>\$ 61,790.00</b>



Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

Total of Add Alternate E Unit Price Bids = Total Bid Price \$ 61,790.00

~~5.02 Bidder will complete the Work in accordance with the Contract Documents for the following Lump Sum Price. Bidder may bid on one or both tank styles.~~

~~A. Multi-Column Alternate~~

~~B. \_\_\_\_\_ mg Multi-Column Elevated Water Tank, site work, and associated accessories and piping for the Lump Sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)~~

~~C. Fluted Column Alternate~~

~~D. \_\_\_\_\_ mg Fluted Column Elevated Water Tank, site work, and associated accessories and piping for the Lump Sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)~~

~~E. Composite Column Alternate~~

~~F. \_\_\_\_\_ mg Composite Column Elevated Water Tank, site work, and associated accessories and piping for the Lump Sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)~~

~~G. Waterspheroid Alternate~~

~~H. \_\_\_\_\_ mg Waterspheroid Elevated Water Tank, site work, and associated accessories and piping for the Lump Sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)~~

#### ARTICLE 6 - TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

#### ~~6.03 Milestone Dates~~

~~A. The following principal events shall be completed and ready for final payment in accordance with paragraph 14.07 of the General Conditions within days indicated below after the date when the Contract Time commences to run. In accordance with paragraph 3.2 above as liquidated damages for delay (but not as penalty) Contractor shall pay~~



# WATER AND WASTEWATER SYSTEM IMPROVEMENTS

## EDGECOMBE COUNTY, NORTH CAROLINA

### SUBJECT: BID MODIFICATION

To the Plans and Specifications for:  
Edgecombe Water and Sewer District 6  
Water and Wastewater System Improvements  
Edgecombe County, North Carolina

APRIL 3, 2023

### To: TA LOVING COMPANY

The following revisions were made to the Bid Documents based on the negotiations with the low bidder prior to execution of the Contract Documents. This Modification forms a part of the Contract Documents and modifies the original Specifications and Drawings.

A. Bidding Requirements

1. Section 00410, Bid Form

a. Replace Bid Form Article 5, Section 5.01 dated 01/10/2023 with Bid Form B.1 below;

B. Change to Bid Price

1. The Bid Price shall be changed based on the above revisions as follows:

Item No.	Description	Unit	Estimated Quantity	Unit Price	Total Estimated Price
<i>Sanitary Sewer Work Items</i>					
1	New (8) Inch PVC Sanitary Sewer (0)-(6) ft	LF	4,130	\$120.00	\$495,600.00
2	New (8) Inch PVC Sanitary Sewer (6)-(8) ft	LF	1,740	\$125.00	\$217,500.00
3	New (8) Inch PVC Sanitary Sewer (8)-(10) ft	LF	360	\$130.00	\$46,800.00
4	New (8) Inch DIP Sanitary Sewer (0)-(6) ft	LF	550	\$200.00	\$110,000.00
5	New (8) Inch DIP Sanitary Sewer (6)-(8) ft	LF	30	\$205.00	\$6,150.00
6	New (12) Inch PVC Sanitary Sewer (0)-(6) ft	LF	130	\$145.00	\$18,850.00
7	New (12) Inch PVC Sanitary Sewer (6)-(8) ft	LF	450	\$150.00	\$67,500.00
8	New (12) Inch PVC Sanitary Sewer (8)-(10) ft	LF	140	\$155.00	\$21,700.00
9	(8) Inch Cured in Place Sanitary Sewer	LF	4,320	\$49.50	\$213,840.00
10	(10) Inch Cured in Place Sanitary Sewer	LF	260	\$58.75	\$15,275.00
11	(12) Inch Cured in Place Sanitary Sewer	LF	545	\$70.25	\$38,286.25
12	Point Repair (0'-6') 8"	EA	3	\$4,675.00	\$14,025.00
13	Point Repair (6'-8') 8"	EA	4	\$5,750.00	\$23,000.00
14	Point Repair (8'-10') 8"	EA	1	\$7,950.00	\$7,950.00
15	Point Repair (0'-6') 12"	EA	3	\$5,350.00	\$16,050.00
16	Point Repair (6'-8') 12"	EA	1	\$6,450.00	\$6,450.00
17	Point Repair (8'-10') 12"	EA	4	\$8,500.00	\$34,000.00
18	Point Repair (10'-12') 8"	EA	1	\$8,650.00	\$8,650.00
19	Point Repair (12'-14') 12"	EA	1	\$9,000.00	\$9,000.00
20	Abandon Existing Gravity Sewer and Fill w/ Grout	LF	100	\$22.50	\$2,250.00
21	Abandon Existing Manhole and Fill w/ Grout	EA	2	\$2,500.00	\$5,000.00



22	Remove Existing Manhole	EA	2	\$2,500.00	\$5,000.00
23	Replace (0)-(6) ft. (4') Diameter Manhole	EA	21	\$6,300.00	\$132,300.00
24	New (6)-(8) ft. (5') Diameter Inside Drop Manhole	EA	1	\$13,750.00	\$13,750.00
25	New (10)-(12) ft. (5') Diameter Inside Drop Manhole	EA	1	\$15,000.00	\$15,000.00
26	Replace (6)-(8) ft.(4') Diameter Manhole	EA	9	\$7,000.00	\$63,000.00
27	Replace (8)-(10) ft. (4') Diameter Manhole	EA	7	\$7,250.00	\$50,750.00
28	Rehabilitation of Gravity Sewer Service by CIPP	EA	0	\$5,750.00	\$0.00
29	Replacement of Gravity Sewer Service by Dry Jack and Bore	EA	1	\$20,000.00	\$20,000.00
30	Gravity Sewer Service (Same side of road as main line)	EA	73	\$3,800.00	\$277,400.00
31	Gravity Sewer Service (Opposite side of road as main line-Non NCDOT)	EA	75	\$4,000.00	\$300,000.00
32	Gravity Sewer Service (Opposite side of road as main line-NCDOT)	EA	9	\$4,250.00	\$38,250.00
33	Existing Force Main Abandonment	EA	1	\$12,500.00	\$12,500.00
<i>Water Line Extension Items</i>					
34	New (12) Inch C-900 PVC Water Main	LF	0	\$135.00	\$0.00
35	New (12) Inch RJDIP Water Main	LF	0	\$400.00	\$0.00
36	New (12) Inch RJDIP Water Main w/ (24) Inch Steel Encasement by Bore and Jack	LF	0	\$1,050.00	\$0.00
37	Pigging of 12-inch Main	LF	0	\$3.00	\$0.00
38	New (8) Inch DIP Water Main	LF	0	\$215.00	\$0.00
39	New (8) Inch RJDIP Water Main	LF	0	\$220.00	\$0.00
40	New (8) Inch GV & Box	EA	0	\$3,000.00	\$0.00
41	New (12) Inch GV & Box	EA	0	\$5,300.00	\$0.00
42	New Fire Hydrant Assembly	EA	0	\$11,000.00	\$0.00
43	Remove Existing Cap & Connect (8) Inch Line	EA	0	\$3,500.00	\$0.00
44	New (8) Inch Meter Assembly and Vault	LS	0	\$55,000.00	\$0.00
45	New (8) Inch Pressure Reducing Valve Assembly and Enclosure	LS	0	\$70,000.00	\$0.00
46	(12) Inch to (12) Inch Tapping Sleeve and Valve	EA	0	\$15,000.00	\$0.00
<i>Stormwater Work Items</i>					
47	New 15" RCP	LF	40	\$140.00	\$5,600.00
48	Remove and Replace 48" RCP	LF	0	\$375.00	\$0.00
49	Remove Existing STMH	EA	2	\$1,000.00	\$2,000.00
50	New Drop Inlet	EA	0	\$9,000.00	\$0.00
<i>Erosion Control Work Items</i>					
51	Rock Check Dem	EA	2	\$500.00	\$1,000.00
52	Inlet Protection	EA	4	\$250.00	\$1,000.00
53	Arc Filter	EA	1	\$3,500.00	\$3,500.00
54	Silt Fence	LF	150	\$7.00	\$1,050.00
<i>Cleanup and Seeding Along Utility Pipelines</i>					
55	Cleanup and Seeding	LS	1	\$35,000.00	\$35,000.00
<i>Miscellaneous Work Items</i>					



56	Clear and Grubbing	LS	1	\$50,000.00	\$50,000.00
57	(6-12) Inch Tree Removal	EA	2	\$2,000.00	\$4,000.00
58	Undercut Unstable Pipe Foundation	CY	450	\$60.00	\$27,000.00
59	Select Backfill	CY	2,410	\$20.00	\$48,200.00
60	Remove and Replace Sidewalk	SY	200	\$80.00	\$16,000.00
61	Remove and Replace Curb & Gutter	LF	670	\$75.00	\$50,250.00
62	Remove and Replace Valley Gutter	LF	190	\$75.00	\$14,250.00
63	Open Cut & Replace Asphalt of Non-NCDOT Pavement	SY	2,760	\$40.00	\$110,400.00
64	Open Cut & Replace Asphalt of NCDOT Pavement	SY	60	\$205.00	\$12,300.00
65	Open Cut & Replace Concrete Drive	SY	40	\$90.00	\$3,600.00
66	New Gravel Drive	SY	520	\$10.00	\$5,200.00
67	Asphalt Drive Repair	SY	110	\$95.00	\$10,450.00
68	Gravel Drive Repair	SY	190	\$30.00	\$5,700.00
69	SCADA	EA	6	\$37,500.00	\$225,000.00
70	Greenwood Pump Station Improvements	LS	1	\$505,000.00	\$505,000.00
71	Church Street Pump Station Improvements	LS	1	\$495,000.00	\$495,000.00
72	Community Health Pump Station Improvements	LS	1	\$410,000.00	\$410,000.00
73	Lakeside Pump Station Improvements	LS	1	\$485,000.00	\$485,000.00
74	Carney Pump Station Improvements	LS	1	\$560,000.00	\$560,000.00
75	Newton Pump Station Improvements	LS	1	\$525,000.00	\$525,000.00
76	Project Sign	EA	1	\$1,500.00	\$1,500.00
<b>Total Bid</b>					<b>\$5,918,826.25</b>

2. Based on the above items the Bid Price shall change as follows:
- a. Original Bid Price: \$6,613,037.50
- b. The Bid Price will be decreased by: \$ 277,458.75
- c. New Bid Price: \$5,918,826.25

C. Justification

1. The price was modified for the following reasons:

Item Number	Change
1	No Change
2	No Change
3	No Change
4	No Change
5	No Change
6	No Change
7	No Change
8	No Change
9	No Change
10	No Change
11	Quantity Reduction
12	No Change
13	No Change
14	No Change



15	No Change
16	No Change
17	No Change
18	No Change
19	No Change
20	No Change
21	No Change
22	No Change
23	No Change
24	No Change
25	No Change
26	No Change
27	No Change
28	Quantity Reduction
29	No Change
30	Quantity Reduction
31	No Change
32	No Change
33	No Change
34	Quantity Reduction
35	Quantity Reduction
36	Quantity Reduction
37	Quantity Reduction
38	Quantity Reduction
39	Quantity Reduction
40	Quantity Reduction
41	Quantity Reduction
42	Quantity Reduction
43	Quantity Reduction
44	Quantity Reduction
45	Quantity Reduction
46	Quantity Reduction
47	No Change
48	Quantity Reduction
49	No Change
50	Quantity Reduction
51	No Change
52	No Change
53	No Change
54	No Change
55	No Change
56	No Change
57	No Change
58	No Change
59	No Change
60	No Change
61	No Change
62	No Change
63	No Change
64	No Change
65	No Change
66	No Change
67	No Change



68	No Change
69	No Change
70	No Change
71	No Change
72	No Change
73	No Change
74	No Change
75	No Change
76	No Change
Add Alt A	Not Selected for Inclusion in the Scope
Add Alt B	Not Selected for Inclusion in the Scope
Add Alt C	Not Selected for Inclusion in the Scope
Add Alt D	Not Selected for Inclusion in the Scope
Add Alt E	Not Selected for Inclusion in the Scope

The foregoing changes shall be incorporated in the Contract Documents.

END OF DOCUMENT



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/22/2023  
**Re:** Change Order No.1 – District 6 Water and Wastewater System Improvements



Before you is Change Order No.1 to the District 6 Water and Wastewater System Improvements Contract with T.A. Loving Company.

Change Order No.1 will increase the current construction contract of \$5,918,826.25 to \$7,877,346.25.

As you'll recall, the additional \$1,958,520.00 was made possible by additional USDA-RD grant funds.

It is recommended that you approve the enclosed Change Order as presented.



Change Order No. 01

Date of Issuance: 08/24/2023	Effective Date: 09/05/2023
Owner: Edgecombe Water & Sewer District No. 6	Owner's Contract No.: 1
Contractor: T.A. Loving Company	Contractor's Project No.:
Engineer: The Wooten Company	Engineer's Project No.: 2488-GU
Project: Water and Wastewater System Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description:

	Unit Price	Estimated Quantity	Change to Contract Price
CO 1.1 – Restore Base Bid unit price items removed by Contract Bid Modification dated April 3, 2023. Item descriptions, quantities and unit prices are as documented on the attached spreadsheet matching the original bid.			(+) \$694,211.25
CO 1.2 – Add Alternative A. Item descriptions, quantities and unit prices are as documented on the attached spreadsheet matching the original bid for Alt. A.			(+) \$514,411.25
CO 1.3 – Add Alternative B. Item descriptions, quantities and unit prices are as documented on the attached spreadsheet matching the original bid for Alt. B for 8-inch and 12-inch CIPP lining only.			(+) \$152,397.50
CO 1.4 – Add Alternative D for FEMA No. 2 Pump Station and SCADA. Item descriptions, quantities and lump sum prices are as documented on the attached spreadsheet matching the original bid for Alt. D.			(+) \$597,500.00
<b>Total</b>			<b>(+) \$1,958,520.00</b>

**Descriptions/Attachments:** *[List documents supporting change]*

Bid modification dated April 3, 2023.



Unit Price spreadsheet matching original bid items for the added work.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price:	Original Contract Date: 06/30/2023, NTP 10/09/2023
\$ <u>5,918,826.25</u>	Substantial Completion: <u>330 days; 09/03/2024</u>
	Ready for Final Payment: <u>360 days; 10/03/2024</u>
	days or dates
Increase from previously approved Change Orders No. <u>  </u> through No. <u>  </u> :	[Increase] [ <del>Decrease</del> ] from previously approved Change Orders No. <u>  </u> through No. <u>  </u> :



<u>\$ 0.00</u>	Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price prior to this Change Order: <u>\$ 5,918,826.25</u>	Contract Times prior to this Change Order: Substantial Completion: <u>330 days; 09/03/2024</u> Ready for Final Payment: <u>360 days; 10/03/2024</u> days or dates
Increase of this Change Order: <u>(+) \$1,958,520.00</u>	Increase of this Change Order: Substantial Completion: <u>0 calendar days</u> Ready for Final Payment: <u>0 calendar days</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 7,877,346.25</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>330 days; 09/03/2024</u> Ready for Final Payment: <u>360 days; 10/03/2024</u> days or dates

<b>RECOMMENDED:</b>		<b>ACCEPTED:</b>		<b>ACCEPTED:</b>	
By: <u></u>	By: _____	By: <u>Jason Hill</u>	<u></u>	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>Construction Administrator</u>	Title: _____	Title: <u>Vice President</u>			
Date: <u>08/24/2023</u>	Date: _____	Date: <u>8/28/23</u>			

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_



# WATER AND WASTEWATER SYSTEM IMPROVEMENTS

## EDGEcombe COUNTY, NORTH CAROLINA

### SUBJECT: BID MODIFICATION

APRIL 3, 2023

To the Plans and Specifications for:  
Edgecombe Water and Sewer District 6  
Water and Wastewater System Improvements  
Edgecombe County, North Carolina

### To: TA LOVING COMPANY

The following revisions were made to the Bid Documents based on the negotiations with the low bidder prior to execution of the Contract Documents. This Modification forms a part of the Contract Documents and modifies the original Specifications and Drawings.

- A. Bidding Requirements
- Section 00410, Bid Form
    - Replace Bid Form Article 5, Section 5.01 dated 01/10/2023 with Bid Form B.1 below;
- B. Change to Bid Price
- The Bid Price shall be changed based on the above revisions as follows:

Item No.	Description	Unit	Estimated Quantity	Unit Price	Total Estimated Price
<i>Sanitary Sewer Work Items</i>					
1	New (8) Inch PVC Sanitary Sewer (0)-(6) ft	LF	4,130	\$120.00	\$495,600.00
2	New (8) Inch PVC Sanitary Sewer (6)-(8) ft	LF	1,740	\$125.00	\$217,500.00
3	New (8) Inch PVC Sanitary Sewer (8)-(10) ft	LF	360	\$130.00	\$46,800.00
4	New (8) Inch DIP Sanitary Sewer (0)-(6) ft	LF	550	\$200.00	\$110,000.00
5	New (8) Inch DIP Sanitary Sewer (6)-(8) ft	LF	30	\$205.00	\$6,150.00
6	New (12) Inch PVC Sanitary Sewer (0)-(6) ft	LF	130	\$145.00	\$18,850.00
7	New (12) Inch PVC Sanitary Sewer (6)-(8) ft	LF	450	\$150.00	\$67,500.00
8	New (12) Inch PVC Sanitary Sewer (8)-(10) ft	LF	140	\$155.00	\$21,700.00
9	(8) Inch Cured in Place Sanitary Sewer	LF	4,320	\$49.50	\$213,840.00
10	(10) Inch Cured in Place Sanitary Sewer	LF	260	\$58.75	\$15,275.00
11	(12) Inch Cured in Place Sanitary Sewer	LF	545	\$70.25	\$38,286.25
12	Point Repair (0'-6") 8"	EA	3	\$4,675.00	\$14,025.00
13	Point Repair (6'-8") 8"	EA	4	\$5,750.00	\$23,000.00
14	Point Repair (8'-10") 8"	EA	1	\$7,950.00	\$7,950.00
15	Point Repair (0'-6") 12"	EA	3	\$5,350.00	\$16,050.00
16	Point Repair (6'-8") 12"	EA	1	\$6,450.00	\$6,450.00
17	Point Repair (8'-10") 12"	EA	4	\$8,500.00	\$34,000.00
18	Point Repair (10'-12") 8"	EA	1	\$8,650.00	\$8,650.00
19	Point Repair (12'-14") 12"	EA	1	\$9,000.00	\$9,000.00
20	Abandon Existing Gravity Sewer and Fill w/ Grout	LF	100	\$22.50	\$2,250.00
21	Abandon Existing Manhole and Fill w/ Grout	EA	2	\$2,500.00	\$5,000.00

2488-GU : 04/03/2023

00540-1

Bid Modification



22	Remove Existing Manhole	EA	2	\$2,500.00	\$5,000.00
23	Replace (0)-(6) ft. (4') Diameter Manhole	EA	21	\$6,300.00	\$132,300.00
24	New (6)-(8) ft. (5') Diameter Inside Drop Manhole	EA	1	\$13,750.00	\$13,750.00
25	New (10)-(12) ft. (5') Diameter Inside Drop Manhole	EA	1	\$15,000.00	\$15,000.00
26	Replace (6)-(8) ft. (4') Diameter Manhole	EA	9	\$7,000.00	\$63,000.00
27	Replace (8)-(10) ft. (4') Diameter Manhole	EA	7	\$7,250.00	\$50,750.00
28	Rehabilitation of Gravity Sewer Service by CIPP	EA	0	\$5,750.00	\$0.00
29	Replacement of Gravity Sewer Service by Dry Jack and Bore	EA	1	\$20,000.00	\$20,000.00
30	Gravity Sewer Service (Same side of road as main line)	EA	73	\$3,800.00	\$277,400.00
31	Gravity Sewer Service (Opposite side of road as main line-Non NCDOT)	EA	75	\$4,000.00	\$300,000.00
32	Gravity Sewer Service (Opposite side of road as main line-NCDOT)	EA	9	\$4,250.00	\$38,250.00
33	Existing Force Main Abandonment	EA	1	\$12,500.00	\$12,500.00
<i>Water Line Extension Items</i>					
34	New (12) Inch C-900 PVC Water Main	LF	0	\$135.00	\$0.00
35	New (12) Inch RJDIP Water Main	LF	0	\$400.00	\$0.00
36	New (12) Inch RJDIP Water Main w/ (24) Inch Steel Encasement by Bore and Jack	LF	0	\$1,050.00	\$0.00
37	Pigging of 12-inch Main	LF	0	\$3.00	\$0.00
38	New (8) Inch DIP Water Main	LF	0	\$215.00	\$0.00
39	New (8) Inch RJDIP Water Main	LF	0	\$220.00	\$0.00
40	New (8) Inch GV & Box	EA	0	\$3,000.00	\$0.00
41	New (12) Inch GV & Box	EA	0	\$5,300.00	\$0.00
42	New Fire Hydrant Assembly	EA	0	\$11,000.00	\$0.00
43	Remove Existing Cap & Connect (8) Inch Line	EA	0	\$3,500.00	\$0.00
44	New (8) Inch Meter Assembly and Vault	LS	0	\$55,000.00	\$0.00
45	New (8) Inch Pressure Reducing Valve Assembly and Enclosure	LS	0	\$70,000.00	\$0.00
46	(12) Inch to (12) Inch Tapping Sleeve and Valve	EA	0	\$15,000.00	\$0.00
<i>Stormwater Work Items</i>					
47	New 15" RCP	LF	40	\$140.00	\$5,600.00
48	Remove and Replace 48" RCP	LF	0	\$375.00	\$0.00
49	Remove Existing STMH	EA	2	\$1,000.00	\$2,000.00
50	New Drop Inlet	EA	0	\$9,000.00	\$0.00
<i>Erosion Control Work Items</i>					
51	Rock Check Dam	EA	2	\$500.00	\$1,000.00
52	Inlet Protection	EA	4	\$250.00	\$1,000.00
53	Arc Filter	EA	1	\$3,500.00	\$3,500.00
54	Silt Fence	LF	150	\$7.00	\$1,050.00
<i>Cleanup and Seeding Along Utility Pipelines</i>					
55	Cleanup and Seeding	LS	1	\$35,000.00	\$35,000.00
<i>Miscellaneous Work Items</i>					



56	Clear and Grubbing	LS	1	\$50,000.00	\$50,000.00
57	(6-12) Inch Tree Removal	EA	2	\$2,000.00	\$4,000.00
58	Undercut Unstable Pipe Foundation	CY	450	\$60.00	\$27,000.00
59	Select Backfill	CY	2,410	\$20.00	\$48,200.00
60	Remove and Replace Sidewalk	SY	200	\$80.00	\$16,000.00
61	Remove and Replace Curb & Gutter	LF	670	\$75.00	\$50,250.00
62	Remove and Replace Valley Gutter	LF	190	\$75.00	\$14,250.00
63	Open Cut & Replace Asphalt of Non-NCDOT Pavement	SY	2,760	\$40.00	\$110,400.00
64	Open Cut & Replace Asphalt of NCDOT Pavement	SY	60	\$205.00	\$12,300.00
65	Open Cut & Replace Concrete Drive	SY	40	\$90.00	\$3,600.00
66	New Gravel Drive	SY	520	\$10.00	\$5,200.00
67	Asphalt Drive Repair	SY	110	\$95.00	\$10,450.00
68	Gravel Drive Repair	SY	190	\$30.00	\$5,700.00
69	SCADA	EA	6	\$37,500.00	\$225,000.00
70	Greenwood Pump Station Improvements	LS	1	\$505,000.00	\$505,000.00
71	Church Street Pump Station Improvements	LS	1	\$495,000.00	\$495,000.00
72	Community Health Pump Station Improvements	LS	1	\$410,000.00	\$410,000.00
73	Lakeside Pump Station Improvements	LS	1	\$485,000.00	\$485,000.00
74	Carney Pump Station Improvements	LS	1	\$560,000.00	\$560,000.00
75	Newton Pump Station Improvements	LS	1	\$525,000.00	\$525,000.00
76	Project Sign	EA	1	\$1,500.00	\$1,500.00

**Total Bid**

**\$5,918,826.25**

2. Based on the above items the Bid Price shall change as follows:

a. Original Bid Price:

**\$6,613,037.50**

b. The Bid Price will be decreased by:

**~~\$277,458.75~~**

**\$694,211.25**

c. New Bid Price:

**\$5,918,826.25**

C. Justification

1. The price was modified for the following reasons:

Item Number	Change
1	No Change
2	No Change
3	No Change
4	No Change
5	No Change
6	No Change
7	No Change
8	No Change
9	No Change
10	No Change
11	Quantity Reduction
12	No Change
13	No Change
14	No Change

2488-GU : 04/03/2023

00540-3

Bid Modification



15	No Change
16	No Change
17	No Change
18	No Change
19	No Change
20	No Change
21	No Change
22	No Change
23	No Change
24	No Change
25	No Change
26	No Change
27	No Change
28	Quantity Reduction
29	No Change
30	Quantity Reduction
31	No Change
32	No Change
33	No Change
34	Quantity Reduction
35	Quantity Reduction
36	Quantity Reduction
37	Quantity Reduction
38	Quantity Reduction
39	Quantity Reduction
40	Quantity Reduction
41	Quantity Reduction
42	Quantity Reduction
43	Quantity Reduction
44	Quantity Reduction
45	Quantity Reduction
46	Quantity Reduction
47	No Change
48	Quantity Reduction
49	No Change
50	Quantity Reduction
51	No Change
52	No Change
53	No Change
54	No Change
55	No Change
56	No Change
57	No Change
58	No Change
59	No Change
60	No Change
61	No Change
62	No Change
63	No Change
64	No Change
65	No Change
66	No Change
67	No Change



68	No Change
69	No Change
70	No Change
71	No Change
72	No Change
73	No Change
74	No Change
75	No Change
76	No Change
Add Alt 1	Alternate Added to Scope
Add Alt 2	Alternate Added to Scope

The foregoing changes shall be incorporated in the Contract Documents.

END OF DOCUMENT



**CHANGE ORDER NO. 1**

Water & Wastewater System Improvements  
 Edgecombe County, North Carolina  
 TA Loving Company  
 2488-GU

DATE:

9/5/2023

**CO 1.1 BASE BID ADDITIONS**

Bid Item	Description	Unit	Estimated	Unit Price	Total
			Qty		
11	12" CIP SS	LF	285	\$70.25	\$20,021.25
28	Rehab GS Service by CIPP	EA	2	\$5,750.00	\$11,500.00
30	GS Service Same Side	EA	3	\$3,800.00	\$11,400.00
34	12" C-900 Water	LF	1,600	\$135.00	\$216,000.00
35	12" RJDIP Water	LF	10	\$400.00	\$4,000.00
36	12" RJDIP Water in 24" Casing via Bore & Jack	LF	70	\$1,050.00	\$73,500.00
37	Pigging 12" Water	LF	1,680	\$3.00	\$5,040.00
38	8" DIP Water	LF	20	\$215.00	\$4,300.00
39	8" RJDIP Water	LF	140	\$220.00	\$30,800.00
40	8" GV & Box	EA	5	\$3,000.00	\$15,000.00
41	12" GV & Box	EA	3	\$5,300.00	\$15,900.00
42	New Fire Hydrant Ass'y	EA	3	\$11,000.00	\$33,000.00
43	Rem & connect 8" Line	EA	1	\$3,500.00	\$3,500.00
44	8" Meter Ass'y	EA	1	\$55,000.00	\$55,000.00
45	8" PRV Ass'y	EA	1	\$70,000.00	\$70,000.00
46	12x12 TS&V	EA	1	\$15,000.00	\$15,000.00
48	Rem/Repl. 48" RCP	LF	270	\$375.00	\$101,250.00
50	Drop Inlet	EA	1	\$9,000.00	\$9,000.00
					<b>\$694,211.25</b>

**CO 1.2 ADD ALTERNATE A**

Bid Item	Description	Unit	Estimated	Unit Price	Total
			Qty		
1	(8) Inch Cured in Place Sanitary Sewer	LF	2,740	\$49.50	\$135,630.00
2	(12) Inch Cured in Place Sanitary Sewer	LF	1,825	\$70.25	\$128,206.25
3	New (0)-(6) ft. (4') Diameter Manhole	EA	1	\$6,300.00	\$6,300.00
4	New (6)-(8) ft. (4') Diameter Manhole	EA	1	\$7,000.00	\$7,000.00
5	New (8)-(10) ft. (4') Diameter Manhole	LF	1	\$7,250.00	\$7,250.00
6	Gravity Sewer Service (same side of road as main line)	EA	21	\$4,250.00	\$89,250.00
7	Gravity Sewer Service (opposite side of road as main line-Non NCDOT)	EA	22	\$4,500.00	\$99,000.00
8	Gravity Sewer Service (opposite side of road as main line- NCDOT)	LF	2	\$4,800.00	\$9,600.00
9	Cleanup and Seeding Along Utility Pipelines	LS	1	\$15,000.00	\$15,000.00
10	Undercut Unstable Pipe Foundation	CY	40	\$60.00	\$2,400.00
11	Select Backfill	CY	220	\$20.00	\$4,400.00
12	Remove and Replace Sidewalk	SY	25	\$100.00	\$2,500.00
13	Remove and Replace Curb & Gutter	LF	105	\$75.00	\$7,875.00
					<b>\$514,411.25</b>



**CO 1.3 ADD ALTERNATE B**

Bid Item	Description	Unit	Estimated Qty	Unit Price	Total
5	(8) Inch Cured in Place Sanitary Sewer	LF	510	\$49.50	\$25,245.00
6	(12) Inch Cured in Place Sanitary Sewer	LF	1,810	\$70.25	\$127,152.50
					<b>\$152,397.50</b>

**CO 1.4 ADD ALTERNATE D**

Bid Item	Description	Unit	Estimated Qty	Unit Price	Total
1	FEMA No. 2 Pump Station Improvements	LS	1	\$560,000.00	\$560,000.00
2	SCADA	LS	1	\$37,500.00	\$37,500.00
					<b>\$597,500.00</b>

**CHANGE ORDER NO. 1 TOTAL****\$1,958,520.00**



## Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Amendment No. 2 – Water and Sewer Operations Ordinance



Presented for consideration is Amendment No. 2 to the Water and Sewer Operations Ordinance, originally adopted June 28, 2023 as part of the Budget Adoption. The purpose of this Amendment is to make corrections to the Water and Sewer Incentive Rate Schedule for FY-24.

It is recommended that you approve the amendment as presented.



**AMENDEMENT NO.2 TO EDGECOMBE COUNTY WATER AND SEWER OPERATIONS  
ORDINANCE FISCAL YEAR 2024**

**BE IT ORDAINED** by the Governing Board of Edgecombe County, North Carolina, that pursuant to North Carolina General Statute 159-15, the following ordinance is hereby amended and adopted:

**Section 1.** To amend the Edgecombe County Water and Sewer Operations Ordinance – Incentive Rate Schedule shall be amended as follows:

**Incentive Rate Schedule**

**WATER:**

<b>Availability Fee</b>	<b>\$32.00</b>
<b>Year</b>	<b>Rate per 1,000 gallons</b>
1-5	\$3.70
6	\$3.81
7	\$3.92
8	\$4.03
9	\$4.15
10	\$4.26
11	\$4.36
12	\$4.48
13+	\$4.62

- Incentive Rate Schedule is applicable only to those facilities locating at the Kingsboro Industrial Park.
- The minimum consumption to qualify for this rate is 100,000 gpd.
- Current rate structure is based upon the City of Rocky Mount's "Rate Rider" Incentive Program.

**WASTEWATER:**

<b>Availability Fee</b>	<b>\$32.00</b>
Rate Per 1,000 gallons	\$7.02

**SURCHARGE RATES:**

All limits and charges are based on the City of Rocky Mount's rates and qualifiers.

**Rates are dependent upon the City of Rocky Mount's rate structure and are subject to change annually.**



**Section 2.** Copies of this amendment shall be furnished to the Clerk to the Governing Board and to the Chief Financial Officer for direction in carrying out this amendment.

**Adopted this 5<sup>th</sup> day of September 2023**

---

Leonard Wiggins, Chairman  
Edgecombe County Board of Commissioners

---

Frangie Mungo,  
Clerk to the Board



# Memorandum

## ATTACHMENT #11

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** 2022 Eagles Road Water Line Extension



We received notice from the NC Department of Environmental Quality of a grant award for the 2022 Eagles Road Water Line Extension Project. The award, which are federal ARPA funds, totals \$1,126,850. The project will extend an 8" water line along Eagles Road, which will provide potable water to approximately 20 residences.

It is recommended that you approve the enclosed resolution and accompanying grant project ordinance and budget amendment as presented.

OFFICE OF THE COUNTY MANAGER



## RESOLUTION BY GOVERNING BODY OF RECIPIENT

**WHEREAS,** the American Rescue Plan (ARP) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects, and

**WHEREAS,** the North Carolina Department of Environmental Quality has offered American Rescue Plan (ARP) funding in the amount of \$1,125,850 to perform work detailed in the submitted application for the construction of 2022 Eagles Road Water Line Extension, and

**WHEREAS,** Edgecombe County intends to perform said project in accordance with the agreed scope of work,

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF EDGECOMBE COUNTY:**

That Edgecombe County does hereby accept the American Rescue Plan Grant offer of \$1,126,850.

That Edgecombe County does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Eric Evans, County Manager, the Authorized Official, and successors to titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 5<sup>th</sup> day of September, 2023, at the Edgecombe County Board of Commissioners Meeting in Tarboro, North Carolina.

---

(Signature of Chief Executive Officer)

Leonard Wiggins, Chairman of the Edgecombe County Board of Commissioners  
(Title)



## **CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting Clerk to the Board of Commissioners of Edgecombe County does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Edgecombe County Board of Commissioners duly held on the 5<sup>th</sup> day of September, 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 5<sup>th</sup> day of September, 2023.

---

(Signature of Recording Officer)

Fran Mungo, Clerk to the Board  
(Title of Recording Officer)



ROY COOPER  
Governor

ELIZABETH S. BISER  
Secretary

SHADI ESKAF  
Director



NORTH CAROLINA  
Environmental Quality

August 8, 2023

Mr. Eric Evans, County Manager  
Edgecombe County  
PO Box 10  
Tarboro, NC 27886

SUBJECT: Offer & Acceptance for ARP Funding  
Project No. SRP-D-ARP-0118  
2022 Eagles Road Water Line Extension  
American Rescue Plan – S.L. 2021-180  
Tarboro, NC

Dear Mr. Evans:

Edgecombe County has been approved for an American Rescue Plan (ARP) funding from the State Fiscal Recovery Fund in the amount of **\$1,126,850**. Projects funded from the State Fiscal Recovery Funds established in S.L. 2021-180/S.L. 2022-74 must meet applicable federal law and guidance for the ARP funds. Accordingly, enclosed are two (2) copies of an offer-and-acceptance document, extending ARP funding in the amount of \$1,126,850. This offer is made by the Division of Water Infrastructure (DWI), subject to the assurances and conditions set forth in the enclosed offer-and-acceptance document. Funds will not be disbursed unless this offer is accepted.

Upon your acceptance, please submit the following items to Pam Whitley, Division of Water Infrastructure (DWI), 1633 Mail Service Center, Raleigh, North Carolina 27699-1633 or via email at [pam.whitley@deq.nc.gov](mailto:pam.whitley@deq.nc.gov):

1. A resolution (sample copy attached), adopted by the governing body, accepting the offer, and making the applicable assurances contained therein;
2. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances" for ARP Projects. **Please retain the second copy for your files.**
3. Federal Identification Number and Unique Entity ID # of the Recipient (Memo attached)
4. Sales Tax Certification (attached)



North Carolina Department of Environmental Quality | Division of Water Infrastructure  
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633  
919.707.9160



Once construction of the subject project has commenced, the enclosed "reimbursement request form" must be completed and submitted with all reimbursement requests. You are free to reproduce this form should additional copies be needed.

In addition, a memorandum requesting your federal identification number has been included with this offer of funding. You must complete and submit this form no later than the time when you choose to submit your first request for reimbursement. Reimbursement requests should be sent to DWI Finance Accountants at the address noted or emailed to [dwf.businessoffice@deq.nc.gov](mailto:dwf.businessoffice@deq.nc.gov).

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of ARP funds, made available by the North Carolina Fiscal Recovery Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this letter, please contact Mark Hubbard, DWI's Grant Management Unit Supervisor, at 919.707.9162.

Sincerely,

DocuSigned by:



Shadi Eskar, Director

Division of Water Infrastructure, NCDEQ

Enclosures: Offer-and-Acceptance Document (2 copies)  
Resolution by Applicant's Governing Body to Accept an Offer of Funding  
Fed ID/Unique Entity ID No. Request Memo  
Sales-Tax Certification Form  
Reimbursement Request Form

CC: William A. Larsen, PE, The Wooten Company, Greenville  
([wlarsen@thewootencompany.com](mailto:wlarsen@thewootencompany.com))  
Rodolfo Giantaglia (DWI, via email)  
Mark Hubbard (DWI, via email)  
"DWI Administrative Unit"  
Jennifer House (DWI, via email)  
FILE: ARP Project File (COM\_LOX)  
Agreement ID: 2000061484



North Carolina Department of Environmental Quality | Division of Water Infrastructure  
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633  
919.707.9160



**STATE OF NORTH CAROLINA  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
DIVISION OF WATER INFRASTRUCTURE**

**Funding Offer and Acceptance**

**Legal Name and Address of Award Recipient**

Edgecombe County  
PO Box 10  
Tarboro, NC 27886

**Project Number:** SRP-D-ARP-0118

**Agreement ID:** 2000061484

**Assistance Listing Number:** 21.027

**Unique Entity ID Number:** DYB5XFVEN8H3

**Funding Program**

Drinking Water	<input checked="" type="checkbox"/>	Additional Amount for	Previous Total	Total Offered
Wastewater	<input type="checkbox"/>	Funding Increases		
State Revolving Fund (SRF)	<input type="checkbox"/>			
State Reserve Loan (SRP)	<input type="checkbox"/>			
State Reserve Grant (SRP)	<input type="checkbox"/>			
State Grant Appropriation (SAP)	<input type="checkbox"/>			
American Rescue Plan Act (ARPA)	<input checked="" type="checkbox"/>			\$1,126,850

**Project Description:**

2022 Eagles Road Water Line Extension

**Total Financial Assistance Offer:** **\$1,126,850**

**Total Project Cost:** **\$1,126,850**

**Estimated Closing Fee\*:** **\$0.0**

*For Loans*

**Principal Forgiveness:** **\$0**

*\*Estimated closing fee calculated based on grant and loan amount.*

Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance,

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina:

**Shadi Eskaf, Director, Division of Water Infrastructure  
North Carolina Department of Environmental Quality**

DocuSigned by:

*Shadi Eskaf*

Signature

8/8/2023

Date

On Behalf of:

Name of Representative in Resolution:

Title (Type or Print):

Edgecombe County

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Signature

Date



**APPLICABLE STANDARD CONDITIONS**

**Project Applicant:** Edgecombe County

**Project Numbers:** SRP-D-ARP-0118

1. Acceptance of this Funding Offer does not exempt the Recipient from complying with requirements stated in the U.S. Treasury's [Final Rule](#) for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) and the [SLFRF Compliance and Reporting Guidance](#) not explicitly referred to in this document and any future requirements implemented by the U.S. Treasury.
2. Acquisition of Real Property must comply with all applicable provisions of the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (PL 92-646), as amended. The applicant shall certify that it has or will have a fee simple or such other estate or interest in the site of the project, including necessary easements and rights-of-way, to assure undisturbed use and possession for the purpose of construction and operation for the estimated life of the project using a certification form provided by DEQ.
3. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for subagreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
4. Subrecipients shall fully comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," as implemented and supplemented by 2 CFR Part 1532. Recipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 CFR Part 180, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. Subrecipients may access suspension and debarment information at: <http://www.sam.gov>. This system allows subrecipients to perform searches determining whether an entity or individual is excluded from receiving Federal assistance.
5. Projects with a total cost of \$10,000,000 or more must meet U.S. Treasury requirements for prevailing wage rates, project labor agreements, and related requirements. Recipients can either certify meeting the requirements or provide plans and reports as the [SLFRF Compliance and Reporting Guidance](#) specifies.
6. The Uniform Guidance 2 CFR 200.317 through 2 CFR 200.327 gives minimum requirements for procurement, with 2 CFR 200.319(b) addressing engineering services procurement guidelines. ARPA-funded projects must also adhere to North Carolina State law, specifically NC General Statute 143-64.31, Article 3D Procurement of Architectural, Engineering, and Surveying (A/E) Services. NCGS 143-64.32 cannot be used to exempt funding recipients from a qualification-based selection for A/E. The State provides applicable certification forms that must be completed prior to receiving funds for any engineering services covered under this funding offer.
7. Local government units designated as distressed must complete associated requirements of statute §159G-45(b).
8. Funds made available by the ARPA that are not disbursed to the entity accepting the funds in this document by December 31<sup>st</sup>, 2026, will no longer be available for the project. Unused Federal funds will revert from the State of North Carolina to the U.S. Treasury.



**ASSURANCES****Project Applicant:     Edgemcombe County****Project Numbers:     SRP-D-ARP-0118**

1. The Applicant intends to construct the project or cause it to be constructed to final completion in accordance with the Application approved for financial assistance by the Division. The recipient acknowledges that in the event a milestone contained in the Letter of Intent to Fund is missed, the Department of Environmental Quality will rescind this Funding Offer.
2. The Applicant is responsible for paying for the costs ineligible for ARPA funding.
3. The construction of the project, including the letting of contracts in connection therewith, conforms to the applicable requirements of State and local laws and ordinances.
4. The Applicant will provide and maintain adequate engineering supervision and inspection.
5. The recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and these records will be retained and made available for a period of at least three years following completion of the project.
6. All ARPA funds shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements on this loan will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the recipient's compliance with the Standard Conditions of this Award. The Applicant agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute.
7. The applicant will expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State. Please note that the State is not a party to the construction contract(s) and the Applicant is expected to uphold its contract obligations regarding timely payment.
8. Funds must be fully spent (i.e., fully reimbursed to the recipient) by December 31, 2026.
9. The applicant acknowledges that loan funds contained in this Funding Offer require approval from the North Carolina Local Government Commission before they can be disbursed.



## GRANT PROJECT ORDINANCE

**BE IT ORDAINED** by the Governing Board of Edgecombe County, 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.** The project authorized is the 2022 Eagles Road Water Line Extension contained in the Grant Agreement between the County and the North Carolina Department of Environmental Quality – Division of Water Infrastructure.

**Section 2.** The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant agreement, the rules and regulations of the North Carolina Department of Environmental Quality – Division of Water Infrastructure and the budget contained herein.

**Section 3.** The following amounts are appropriated for this project:

Constructions	\$916,850
Engineering Fees	\$155,000
Administration/Legal	<u>\$55,000</u>
TOTAL	\$1,126,850

**Section 4.** The following revenues are anticipated to be available to complete this project:

NC DEQ-SRF Grant	<u>\$1,126,850</u>
TOTAL	\$1,126,850

**Section 5.** The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to satisfy the requirements of the County, the grantor agency and Federal and State regulations.

**Section 6.** The Finance Officer is directed to report, on a quarterly basis, on the financial status of the project element of Section 3, and the total revenues received or claimed.

**Section 7.** The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Board.

**Section 8.** Copies of this grant project ordinance shall be furnished the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

**Adopted this 5<sup>th</sup> day of September 2023**

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**LEONARD WIGGINS, CHAIRMAN**  
**EDGECOMBE COUNTY BOARD OF COMMISSIONERS**

ATTEST:

---

**FRANGIE MUNGO**  
**CLERK TO THE BOARD**





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Michael Matthews RE: Utilities DEPARTMENT \_\_\_\_\_

PURPOSE: Create budget for the 2022 Eagles Road Water Line Extension Project

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<b>REVENUES</b>				
43-0025	NC DEQ - SRF Grant	0	1,126,850.00	1,126,850
<b>Total Revenues</b>			<b>1126850</b>	
<b>EXPENDITURES</b>				
43-7135-8100-00	Construction	0	916,850.00	916,850
43-7135-8200-00	Engineering	0	155,000.00	155,000
43-7135-8400-00	Administration	0	55,000.00	55,000
<b>Total Expenditures</b>			<b>1126850</b>	
<b>TOTAL</b>			<b>0</b>	
			<b>CORRECT</b> ← <b>MUST BE "CORRECT"</b>	

DEPARTMENT HEAD *Michael Matthews*

DATE 8-17-2023

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER \_\_\_\_\_

☐ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

ACTION TAKEN BY BOARD OF COMMISSIONERS: \_\_\_\_\_

APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD \_\_\_\_\_

Revised July 2021





## EDGECOMBE COUNTY GRANT FORM

Grant or Project Title: 2022 Eagles Road Water Line Extension – Project No. SRP-D-ARP-0118

Grantor (State or Federal agency, private foundation etc.): NCDEQ – SRF Funds

Grantor Contact Person: Mark Hubbard (DWI – Grant Management Unit Supervisor)

Grantor Phone Number: (919) 707-9162

Total Grant Award: \$1,126,850.00

Grant Start Date: 08-08-2023

Grant End Date: 12-31-2026

1. Does the assistance include Federal funds (funds from state may originate from a Federal agency)? Yes-ARPA

If yes, list CFDA number (should be provided in information received from grantor) American Rescue Plan – S.L.2021-180

2. Does the grant period extend over more than one fiscal year?

If Yes, list the periods: Yes – FY-24 – FY-27

3. Are you planning to request funds each year? Yes

If yes, please indicate fiscal years FY-24, FY-25, FY-26 & FY-27

4. Is this a reimbursement grant? Yes

5. What are the reporting requirements? Monthly, Quarterly, Semi-Annually or At End of Grant? Semi-Annually

6. Who prepares reports? Michael Matthews – Assistant County Manager

7. Is there a matching requirement for the County? If so, please explain:

No

8. What, if any, long term commitments for the County are involved if we accept the grant funds, i.e. program continuation after grant funding ceases?

N/A



9. List any laws, acts, or regulations specifying performance requirements of the County.

ARPA – Program Regulations

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10. How will these funds address program needs within your dept/div?

Provide public water access to citizens along Eagles Road

---

11. Have you previously requested funding for this need either through the budget or grant funding? If so, when, and how much?

No

---

**Attach the following:**

- A Copy of the approved Grant agreement
- A grant project ordinance (example attached)
- A budget amendment (Finance will assign account numbers)(Attached form)



**FEDERAL ID & Unique Entity ID # REQUEST MEMO**

TO: All Loan and Grant Recipients

SUBJECT: Federal Identification Number & Unique Entity ID

Please be advised that all local government units receiving grant or loan from the State of North Carolina must supply their Federal Identification Number to this office upon acceptance of your loan/grant offer. Therefore, please provide the information below and return to:

Division of Water Infrastructure  
1633 Mail Service Center  
Raleigh, North Carolina 27699-1633

**RECIPIENT:**

Edgecombe County

**PROJECT NUMBER:**

SRP-D-ARP-0118

2022 Eagles Road Water Line Extension  
American Rescue Plan – S.L. 2021-180

**FEDERAL IDENTIFICATION NUMBER (All Programs):**

56-6000298

**UNIQUE ENTITY ID:**

DYB5XFVEN8H3



## SALES-TAX REIMBURSEMENT CERTIFICATION FORM

(FOR FUNDING PROGRAMS IN THE DIVISION OF WATER INFRASTRUCTURE)

Applicant: Edgecombe County

Project Number: SRP-D-ARP-0118

☐ Check If Applicant is not a unit of government under North Carolina law

***If the applicant noted above is a Unit of Government in North Carolina, check the applicable box below.***

Sales Tax **IS** deducted in this scenario. Please show this on the disbursement requests.

☒ The construction contract was bid with sales taxes and the unit of government will request reimbursement from the DOR.

Sales Tax **IS NOT** deducted in either of these scenarios.

☐ The construction contract was bid with sales taxes and the unit of government will not request reimbursement from the DOR.

☐ The construction contract was bid without sales taxes

Leonard Wiggins,  
Chairman, Edgecombe County Board of Commissioners

\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

\_\_\_\_\_  
(Signature of Authorized Representative)

08/15/2023


\_\_\_\_\_  
(Date)

Submit to: NC Dept. of Environment & Natural Resources  
Division of Water Infrastructure  
Pam Whitley, Project Management Branch  
1633 Mail Service Center  
Raleigh, NC 27699-1633



<b>8a. Project Budget (for Construction Projects and Pre-Construction Planning Grants only)</b>			
	<b>Division Funding Requested</b>	<b>Other Secured Funding Source(s)</b>	<b>Total Cost Amount</b>
Indicate construction costs by line item (e.g., linear feet of different-sized lines)			
<b><u>Construction Costs (Distressed/Underserved Connection)</u></b>			
New 8-inch PVC Water Main	\$470,000.00		\$470,000.00
New 8-inch DIP Water Main	\$37,500.00		\$37,500.00
New 8-inch RJDIP Water Main in 16-inch Steel Encasement via Dry Jack & Bore	\$16,250.00		\$16,250.00
Pigging of New 8-inch Water Main	\$30,000.00		\$30,000.00
New Fire Hydrant Assembly	\$16,500.00		\$16,500.00
8-inch Gate Valve & Box	\$32,000.00		\$32,000.00
12x8 Tapping Sleeve & Box	\$24,000.00		\$24,000.00
12-inch Inserta Valve	\$16,000.00		\$16,000.00
New Water Services (Opposite Side of ROW)	\$29,500.00		\$29,500.00
New Water Services (Same Side of ROW)	\$19,500.00		\$19,500.00
Cleanup & Seeding Along Utility Pipelines	\$15,000.00		\$15,000.00
Undercut Unstable Pipe Foundation	\$14,400.00		\$14,400.00
Select Backfill	\$41,700.00		\$41,700.00
Concrete Driveway Repair	\$18,000.00		\$18,000.00
Gravel Driveway Repair	\$1,500.00		\$1,500.00
Erosion Control	\$15,000.00		\$15,000.00
Contingency:	\$120,000.00		\$120,000.00
<b>Construction Subtotal:</b>	<b>\$916,850.00</b>		<b>\$916,850.00</b>
<b><u>Engineering Costs (Distressed/Underserved Connection)</u></b>			
Engineering Design	\$75,000.00		\$75,000.00
Construction Administration	\$24,000.00		\$24,000.00
Construction Observation	\$54,000.00		\$54,000.00
Permits	\$2,000.00		\$2,000.00
<b>Engineering Subtotal:</b>	<b>\$155,000.00</b>		<b>\$155,000.00</b>
<b><u>Administration Costs (Distressed/Underserved Connection)</u></b>			
Planning (pre-construction costs)			
Easement Preparation	\$15,000.00		\$15,000.00
Engineering Report Preparation	\$25,000.00		\$25,000.00
Environmental Documentation Preparation (if applicable)			
Legal Costs			
Compensation for Connection Fees and System Development Fees that will not be charged after connecting residences in disadvantaged, underserved areas (if applicable)			
Project Funding Administration (if applicable)	\$15,000.00		\$15,000.00



Other:			
Other:			
<b>Administration Subtotal:</b>	<b>\$55,000.00</b>		<b>\$55,000.00</b>
<b>TOTAL PROJECT COST:</b>	<b>\$1,126,850.00</b>		<b>\$1,126,850.00</b>
<p>A Professional Engineer signature and seal for the estimate <u>must be provided</u> in the space to the right for the application to be considered complete.</p>			



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Resolution to Authorize Application for Infrastructure Funds



You previously adopted a resolution to authorize the submission of an application for grant funding available through the NC Department of Environmental Quality. The 2023 General Water System Improvements application were not awarded in the first three rounds but is eligible to be resubmitted.

Therefore, I recommend that you adopt the enclosed resolution as presented.



## **RESOLUTION BY GOVERNING BODY OF APPLICANT**

WHEREAS, Edgemcombe County has need for and intends to construct a project described as 2023 General Water System Improvements, and

WHEREAS, Edgemcombe County intends to request State loan and/or grant assistance for the project,

### **NOW THEREFORE BE IT RESOLVED, BY THE COUNTY COMMISSIONERS OF EDGECOMBE COUNTY:**

That Edgemcombe County, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Edgemcombe County to make a scheduled repayment of the loan, to withhold from the Edgemcombe County any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Eric Evans, County Manager, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 5th day of September, 2023 at Edgemcombe County Board of Commissioners in Tarboro, North Carolina.

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(Signature of Chief Executive Officer)

Leonard Wiggins, Chairman of the Edgemcombe County Board of Commissioners

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(Title)



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**FORM FOR CERTIFICATION BY THE RECORDING OFFICER**

The undersigned duly qualified and acting Clerk of the Board of Edgecombe County does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Edgecombe County Board of Commissioners duly held on the 5th day of September, 2023; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 5th day of September, 2023.

---

(Signature of Recording Officer)

Fran Mungo, Clerk of the Board

---

(Title of Recording Officer)



**8a. Project Budget for All Construction Projects. Do not use for Stormwater Planning Grant (LASII).**

1. Drinking Water/Wastewater: Costs for portions of the project that will fulfill the requirements related to rehabilitating or replacing waterlines, old infrastructure, lead service lines (DW/WW Priority Rating System Line Items 1.C.1 or 1.D.1, 2.B.2) must be labeled and shown separately to successfully claim points.
2. All: Costs for portions of the project that will benefit disadvantaged areas (DW/WW Priority Rating Systems Line Items 1.E or 4.D) must be labeled and shown separately to successfully claim points.
3. Add additional lines as needed.

Indicate construction costs by line item (e.g., linear feet of different-sized lines, each type of stormwater control measure, each stream restoration reach). Include a more detailed construction cost budget if needed.	Division Funding Requested	Other Secured Funding Source(s)	Total Cost Amount
<b>Construction Costs</b>			
<b>&gt; 20 Years of Age (52.4% of Sub-Total)</b>			
Booster Pump Station Replacement (Pumps, Motors, Chem Feed)	\$1,350,000.00		\$1,350,000.00
AMR Meter Conversion System	\$1,550,000.00		\$1,550,000.00
Chemical Feed System Replacement	\$200,000.00		\$200,000.00
SCADA System Upgrade	\$1,500,000.00		\$1,500,000.00
<b>&lt; 20 Years of Age (47.6% of Sub-Total)</b>			
Elevated Tank Static Mixer	\$180,000.00		\$180,000.00
Fixed Read AMR System	\$750,000.00		\$750,000.00
Contingency (10% of construction costs):	\$553,000.00		\$553,000.00
<b>Construction Subtotal:</b>	<b>\$6,083,000.00</b>		<b>\$6,083,000.00</b>
<b>Engineering Costs</b>			
Engineering Design	\$345,000.00		\$345,000.00
Construction Administration	\$96,000.00		\$96,000.00
Construction Observation	\$108,000.00		\$108,000.00
Permitting	\$2,000.00		\$2,000.00
Land Easement Surveying Costs			
Other:			
<b>Engineering Subtotal:</b>	<b>\$551,000.00</b>		<b>\$551,000.00</b>
<b>Administration Costs</b>			
Planning (pre-construction costs)			
Easement Preparation	\$40,000.00		\$40,000.00
Engineering Report Preparation	\$30,000.00		\$30,000.00
Environmental Documentation Preparation (if applicable)			
Legal Costs			
Project Funding Administration (if applicable)	\$35,000.00		\$35,000.00
Other:			
<b>Administration Subtotal:</b>	<b>\$105,000.00</b>		<b>\$105,000.00</b>
<b>TOTAL FUNDING REQUESTED AND PROJECT COST:</b>	<b>\$6,739,000.00</b>		<b>\$6,739,000.00</b>



## Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *ee*  
**Date:** 8/31/23  
**Re:** Phase IB Compensation Plan Implementation



As you know, on June 28<sup>th</sup>, you approved what we refer to as Phase IA of our new Compensation Plan. In that, we created new compensation structures for Sheriff/Detention, EMS, Healthcare, and General County Offices. Based on the market study conducted by Mercer, increases were approved as follows:

- Sheriff/Detention: 5%
- EMS: 5%
- Healthcare: 8%
- County Offices: 10%

Those increases were effective July 21<sup>st</sup> for staff employed as of June 20, 2023. Those increases were in our most recent pay, and on behalf of our entire team, I say thank you! That was a tremendous step forward for us in closing the gap with our surrounding labor market and will be a tremendous help in slowing down turnover.

We have not yet implemented the new pay scales, therefore new staff coming in are still being paid with our long-outdated pay scale. That is why I now recommend that you consider implementation of Phase IB, to apply the new pay scales.

Since we last shared the proposed pay scales with you, we've made some changes to improve them. These changes not only made further improvements to relative position placement, gave clearer opportunities for career growth, and modernized some of our position titles, it also minimized the financial impact of implementing the new scales.



*September 1, 2023*

I also want to remind you that the next step, Phase II, will build in a relevant years of service model. We will further study that and plan to revisit it when we present the FY-25 budget in the Spring.

I recommend that you approve the enclosed Compensation Plan Ordinance that will apply the new pay scales under our overhauled compensation plan.



**EDGECOMBE COUNTY, NORTH CAROLINA**  
**CLASSIFICATION AND COMPENSATION ORDINANCE FOR FISCAL YEAR 2024**

**BE IT ORDAINED** by the Board of County Commissioners of Edgecombe County, North Carolina, that the County's Classification and Compensation is hereby amended:

**Section 1: SALARY SCHEDULES.** The salary minimums, midpoints, and maximums are hereby established for the following employee classification groups: General, Health, Emergency Medical Services and Sheriff effective September 21, 2023. Salary Schedules are included in Sections 3 through 6 with the respective Position Classifications.

**Section 2: POSITION CLASSIFICATIONS.** Position Titles for full- or part-time regular jobs have been assigned a salary grade within one of the four Salary Schedules. Each class includes a Fair Labor Standards Act (FLSA) designation to indicate if the position is Non-exempt (N) or Exempt (E) with respect to compensation for overtime. Exempt means an employee is exempt from being paid overtime for hours worked in excess of 40 hours per week.

**Section 3-A: GENERAL CLASS SALARY SCHEDULES.**

GENERAL CLASS				
GRADE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
G00	N	\$20,800	\$26,000	\$31,200
G01	N	\$26,400	\$33,000	\$39,600
G02	N	\$29,000	\$36,300	\$43,500
G03	N	\$31,900	\$39,900	\$47,900
G04	N	\$35,100	\$43,900	\$52,700
G05	N	\$38,600	\$48,300	\$57,900
G06	N	\$42,500	\$53,100	\$63,800
G07	N	\$46,700	\$58,400	\$70,100
G08	N	\$51,400	\$64,200	\$77,100
G09	E	\$56,500	\$70,600	\$84,800
G10	E	\$62,200	\$80,900	\$99,500
G11	E	\$68,400	\$88,900	\$109,400
G12	E	\$75,200	\$97,800	\$120,300
G13	E	\$82,700	\$107,500	\$132,300
G14	E	\$91,000	\$118,300	\$145,600
G15	E	\$100,100	\$130,100	\$160,200
G16	E	\$110,100	\$143,100	\$176,200

**Section 3-B: GENERAL CLASS POSITION CLASSIFICATIONS (in alphabetical order).**

POSITION TITLE	FLSA	GRADE
ACCOUNTING SPECIALIST II	N	G05
ACCOUNTING TECHNICIAN	N	G03
ACCOUNTING TECHNICIAN I	N	G02
ADMINISTRATIVE ASSISTANT I	N	G01
ADMINISTRATIVE ASSISTANT II	N	G02
ADMINISTRATIVE ASSISTANT III	N	G03
ADMINISTRATIVE OFFICER	N	G04



POSITION TITLE	FLSA	GRADE
ADMINISTRATIVE SUPPORT SPECIALIST	N	G01
ANIMAL CONTROL LEAD OFFICER	N	G03
ANIMAL CONTROL OFFICER	N	G01
ANIMAL SHELTER ATTENDANT	N	G00
ASSISTANT COUNTY MANAGER	E	G13
ASSISTANT FINANCE DIRECTOR	N	G08
ASSISTANT REGISTER OF DEEDS	N	G06
ASSISTANT TELECOMMUNICATIONS DIRECTOR	N	G06
ASSISTANT UTILITIES DIRECTOR	N	G08
ATTORNEY - SOCIAL SERVICES	E	G10
BILLING SUPERVISOR	N	G05
BOARD OF ELECTIONS DIRECTOR	E	G11
BUILDING INSPECTOR I	N	G06
BUILDING INSPECTOR II	N	G08
BUSINESS PERSONAL PROPERTY APPRAISER	N	G06
CAREER NAVIGATOR	N	G07
CHIEF FINANCIAL OFFICER	E	G13
CHIEF INFORMATION OFFICER	E	G12
CHILD SUPPORT AGENT I	N	G03
CHILD SUPPORT AGENT II	N	G04
CHILD SUPPORT SUPERVISOR II	N	G06
COLLECTION CLERK	N	G01
COMMUNITY DEVELOPMENT SPECIALIST I	N	G04
COMMUNITY DEVELOPMENT SPECIALIST II	N	G05
COMMUNITY HEALTH TECHNICIAN	N	G01
COMMUNITY SOCIAL SERVICES TECHNICIAN	N	G01
CONVENIENCE CENTER ATTENDANT	N	G00
COOK	N	G01
COOK SUPERVISOR	N	G02
COUNTY ATTORNEY	E	G15
COUNTY MANAGER	E	G16
CUSTODIAL TEAM LEAD	N	G02
CUSTODIAL TECHNICIAN	N	G01
DELINQUENT TAX SPECIALIST	N	G03
DEPUTY COUNTY MANAGER	E	G14
DEPUTY ELECTION DIRECTOR	N	G07
DEPUTY FIRE MARSHALL	N	G07
DEPUTY HEALTH DIRECTOR	E	G10
DEPUTY REGISTER OF DEEDS I	N	G01
DEPUTY REGISTER OF DEEDS II	N	G02
DEPUTY REGISTER OF DEEDS III	N	G03
DEPUTY TAX ADMINISTRATOR	E	G09



POSITION TITLE	FLSA	GRADE
DEPUTY TAX ASSESSOR	N	G07
DEPUTY TAX COLLECTOR	N	G07
DIRECTOR OF PLANNING & INSPECTIONS	E	G11
ELECTIONS SPECIALIST I	N	G02
ELECTIONS SPECIALIST II	N	G03
ELECTIONS TECHNICIAN	N	G01
EMERGENCY SERVICES COORDINATOR	N	G08
EMERGENCY SERVICES DIRECTOR	E	G12
EMS BILLING SPECIALIST	N	G03
ENVIRONMENTAL HEALTH MANAGER	E	G09
ENVIRONMENTAL HEALTH SPECIALIST	N	G05
ENVIRONMENTAL HEALTH SUPERVISOR	N	G07
ENVIRONMENTAL HEALTH TECHNICIAN	N	G01
EXECUTIVE ASSISTANT I	N	G05
EXECUTIVE ASSISTANT II	N	G06
FOREIGN LANGUAGE INTERPRETER	N	G01
GENERAL UTILITY WORKER	N	G02
GIS COORDINATOR	N	G06
GIS TECHNICIAN	N	G03
GRANT ADMINISTRATOR/ACCOUNTANT	N	G06
HEALTH DEPT FINANCE OFFICER	N	G06
HEALTH DIRECTOR	E	G12
HEALTH EDUCATION SUPERVISOR	E	G09
HEAVY EQUIPMENT OPERATOR	N	G03
HUMAN RESOURCES DIRECTOR	E	G11
HUMAN RESOURCES PLACEMENT SPECIALIST	N	G04
HUMAN RESOURCES TECHNICIAN I	N	G03
HUMAN RESOURCES TECHNICIAN II	N	G04
INCOME MAINTENANCE CASEWORKER I	N	G02
INCOME MAINTENANCE CASEWORKER II	N	G03
INCOME MAINTENANCE CASEWORKER III	N	G04
INCOME MAINTENANCE INVESTIGATOR I	N	G03
INCOME MAINTENANCE INVESTIGATOR II	N	G04
INCOME MAINTENANCE PROGRAM ADMIN I	N	G07
INCOME MAINTENANCE SUPERVISOR I	N	G04
INCOME MAINTENANCE SUPERVISOR II	N	G05
INCOME MAINTENANCE SUPERVISOR III	N	G06
INCOME MAINTENANCE TECHNICIAN	N	G01
LEAD CHILD SUPPORT AGENT	N	G05



POSITION TITLE	FLSA	GRADE
LPA CLERK	N	G01
MAINTENANCE DIRECTOR	E	G11
MAINTENANCE TEAM LEAD	N	G05
MAINTENANCE TECHNICIAN I	N	G02
MAINTENANCE TECHNICIAN II	N	G03
NETWORK SYSTEMS ADMINISTRATOR	E	G09
OFFICE ON AGING DIRECTOR	E	G09
PARALEGAL	N	G06
PARKS AND RECREATION DIRECTOR	E	G09
PAYROLL ADMINISTRATOR	N	G05
PERMIT TECHNICIAN	N	G03
PERSONAL PROPERTY APPRAISER	N	G06
PLANNER	N	G05
PLANNING TECHNICIAN	N	G03
PUBLIC HEALTH EDUCATION SPECIALIST	N	G04
PUBLIC HEALTH EDUCATOR I	N	G03
PUBLIC HEALTH EDUCATOR II	N	G05
PUBLIC INFORMATION SPECIALIST	N	G01
PURCHASING MANAGER	N	G05
REAL PROPERTY APPRAISER	N	G06
REVENUE CLERK II	N	G02
REVENUE CLERK III	N	G03
SENIOR MAINTENANCE TECHNICIAN	N	G04
SENIOR PLANNER	N	G07
SENIOR TECHNICAL SUPPORT ANALYST	N	G07
SOCIAL SERVICES DIRECTOR	E	G12
SOCIAL SERVICES FINANCE OFFICER	N	G06
SOCIAL SERVICES PROGRAM ADMIN II	E	G10
SOCIAL WORK SUPERVISOR I	N	G06
SOCIAL WORK SUPERVISOR II	N	G07
SOCIAL WORK SUPERVISOR III	N	G08
SOCIAL WORKER I	N	G03
SOCIAL WORKER II	N	G04
SOCIAL WORKER III	N	G05
SOIL & WATER CONSERVATION DIRECTOR	E	G10
SOIL CONSERVATIONIST	N	G04
SOLID WASTE MANAGEMENT DIRECTOR	E	G11
SOLID WASTE SUPERVISOR	N	G05
SW-INVESTIGATIVE/ASSESSMENT& TREATMENT	N	G06



POSITION TITLE	FLSA	GRADE
SYSTEM ADMINISTRATOR	N	G08
TAX ADMINISTRATOR	E	G12
TAX ASSESSOR	N	G08
TAX ASSISTANT	N	G03
TAX ASSISTANT (ASSESSOR)	N	G01
TAX COLLECTOR	N	G08
TECHNICAL SUPPORT ANALYST	N	G06
TECHNOLOGY SUPPORT SPECIALIST	N	G04
TELECOMMUNICATIONS DIRECTOR	N	G08
TELECOMMUNICATIONS SUPERVISOR	N	G05
TELECOMMUNICATOR	N	G04
TRUCK DRIVER	N	G03
UTILITIES CREW LEADER	N	G03
UTILITIES DIRECTOR	E	G11
UTILITIES OPERATION SUPERVISOR	N	G06
UTILITIES TECHNICIAN	N	G01
VEHICLE REGISTRATION SUPERVISOR	N	G06
VETERANS SERVICE OFFICER	E	G09
WEIGHMASTER	N	G01

#### Section 4: HEALTH SALARY AND CLASSIFICATION SCHEDULE.

HEALTH CLASS					
GRADE	JOB TITLE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
H01	DENTAL ASSISTANT	N	\$28,800	\$36,000	\$43,200
H01	NUTRITIONIST I	N	\$28,800	\$36,000	\$43,200
H02	NUTRITIONIST II	N	\$33,100	\$41,400	\$49,700
H03	MEDICAL LABORATORY TECHNICIAN	N	\$38,100	\$47,600	\$57,200
H03	NUTRITIONIST III	N	\$38,100	\$47,600	\$57,200
H03	PRACTICAL NURSE I	N	\$38,100	\$47,600	\$57,200
H04	DENTAL HYGIENIST I	N	\$43,800	\$54,700	\$65,700
H04	MEDICAL LABORATORY SUPERVISOR	N	\$43,800	\$54,700	\$65,700
H04	NUTRITION PROGRAM DIRECTOR	N	\$43,800	\$54,700	\$65,700
H04	PRACTICAL NURSE II	N	\$43,800	\$54,700	\$65,700
H04	PUBLIC HEALTH NURSE I	N	\$43,800	\$54,700	\$65,700
H05	PUBLIC HEALTH NURSE II	N	\$50,300	\$62,900	\$75,500
H06	DENTAL HYGIENIST II	N	\$57,800	\$72,300	\$86,700
H06	PUBLIC HEALTH NURSE III	N	\$57,800	\$72,300	\$86,700
H07	PUBLIC HEALTH NURSING SUPERVISOR	E	\$66,500	\$83,100	\$99,800
H08	PUBLIC HEALTH NURSING DIRECTOR	E	\$76,500	\$95,600	\$114,800
H09	PHYSICIAN EXTENDER II	E	\$87,900	\$109,900	\$131,900
H11	DENTIST	E	\$126,600	\$158,300	\$189,900



### Section 5-A: EMERGENCY MEDICAL SERVICES CLASS SALARY SCHEDULES.

EMS CLASS - HOURLY RATES						
GRADE	JOB TITLE	FLSA	SHIFT	MINIMUM	MIDPOINT	MAXIMUM
E01A	EMT BASIC	N	2236	\$16.50	\$20.63	\$24.75
E01B	EMT BASIC	N	2080	\$16.50	\$20.63	\$24.75
E02A	EMT ADVANCED	N	2236	\$17.75	\$22.19	\$26.63
E02B	EMT ADVANCED	N	2080	\$17.75	\$22.19	\$26.63
E03A	PARAMEDIC I	N	2236	\$20.41	\$25.51	\$30.62
E03B	PARAMEDIC I	N	2080	\$20.41	\$25.51	\$30.62
E04A	FIELD TRAINING OFFICER	N	2236	\$22.45	\$28.06	\$33.68
E04A	PARAMEDIC II	N	2236	\$22.45	\$28.06	\$33.68
E04B	COMMUNITY PARAMEDIC	N	2080	\$22.45	\$28.06	\$33.68
E05	ASSISTANT PARAMEDIC SUPERVISOR	N	2236	\$24.70	\$30.88	\$37.05
E06A	PARAMEDIC SUPERVISOR	N	2236	\$27.17	\$33.96	\$40.76
E06B	COMMUNITY PARAMEDIC SUPERVISOR	N	2080	\$27.17	\$33.96	\$40.76
E07	EMERGENCY MEDICAL SERVICES COOR	E	2080	\$67,000	\$83,750	\$100,500

**Section 5-B: EMERGENCY MEDICAL SERVICES EXPECTED ANNUAL SALARY RANGES.** Emergency Medical Positions shifts include scheduled overtime subject to requirements of the Fair Labor Standard Act. The schedule overtime must be considered when determining the annual compensation. The following table computes the annual salary minimum, midpoint and maximum based on the scheduled shift hours, the hourly rate and the expected overtime. For a Shift of 2236, an employee will work 1924 hours at straight time and 312 hours at one and a half times their hourly rate.

EMS CLASS - ANNUAL EXPECTED SALARY RANGES INCLUDING SCHEDULED OVERTIME FOR 24/72 SHIFTS						
GRADE	JOB TITLE	FLSA	SHIFT	MINIMUM	MIDPOINT	MAXIMUM
E01A	EMT BASIC	N	2236	\$39,468	\$49,347	\$59,202
E01B	EMT BASIC	N	2080	\$34,320	\$42,910	\$51,480
E02A	EMT ADVANCED	N	2236	\$42,458	\$53,078	\$63,699
E02B	EMT ADVANCED	N	2080	\$36,920	\$46,155	\$55,390
E03A	PARAMEDIC I	N	2236	\$48,821	\$61,020	\$73,243
E03B	PARAMEDIC I	N	2080	\$42,453	\$53,061	\$63,690
E04A	FIELD TRAINING OFFICER	N	2236	\$53,700	\$67,120	\$80,563
E04A	PARAMEDIC II	N	2236	\$53,700	\$67,120	\$80,563
E04B	COMMUNITY PARAMEDIC	N	2080	\$46,696	\$58,365	\$70,054
E05	ASSISTANT PARAMEDIC SUPERVISOR	N	2236	\$59,082	\$73,865	\$88,624
E06A	PARAMEDIC SUPERVISOR	N	2236	\$64,991	\$81,232	\$97,498
E06B	COMMUNITY PARAMEDIC SUPERVISOR	N	2080	\$56,514	\$70,637	\$84,781
E07	EMERGENCY MEDICAL SERVICES COOR	E	2080	\$67,000	\$83,750	\$100,500



**Section 6-A: SHERIFF – LAW ENFORCEMENT CLASS SALARY SCHEDULE.**

SHERIFF - LAW ENFORCEMENT CLASS					
Grade	Job Title	FLSA	Min	Mid	Max
S01	DEPUTY I	N	\$43,500	\$54,000	\$64,600
S02	DEPUTY II	N	\$44,900	\$55,800	\$66,700
S03	DEPUTY III	N	\$46,400	\$57,600	\$68,900
S04	DEPUTY CORPORAL I	N	\$47,900	\$59,500	\$71,100
S05	DEPUTY CORPORAL II	N	\$49,500	\$61,500	\$73,500
S06	DEPUTY CORPORAL III	N	\$51,100	\$63,500	\$75,900
S07	DEPUTY SERGEANT I	N	\$52,800	\$65,600	\$78,400
S08	DEPUTY SERGEANT II	N	\$54,500	\$67,700	\$80,900
S09	DEPUTY SERGEANT III	N	\$56,300	\$69,900	\$83,600
S10	DEPUTY LIEUTENANT I	E	\$58,200	\$72,300	\$86,400
S11	DEPUTY LIEUTENANT II	E	\$60,100	\$74,700	\$89,200
S12	DEPUTY LIEUTENANT III	E	\$62,100	\$77,100	\$92,200
S13	DEPUTY SHERIFF/CAPTAIN	E	\$65,200	\$81,000	\$96,800
S14	CHIEF DEPUTY SHERIFF/MAJOR	E	\$68,500	\$85,100	\$101,700

**Section 6-B: SHERIFF – DETENTION CLASS SALARY SCHEDULE.**

SHERIFF - DETENTION CLASS					
Grade	Job Title	FLSA	Min	Mid	Max
D01	DETENTION OFFICER I	N	\$39,000	\$48,400	\$57,900
D02	DETENTION OFFICER II	N	\$40,300	\$50,100	\$59,800
D03	DETENTION OFFICER III	N	\$41,600	\$51,700	\$61,800
D04	DETENTION CORPORAL I	N	\$43,000	\$53,400	\$63,800
D05	DETENTION CORPORAL II	N	\$44,400	\$55,200	\$65,900
D06	DETENTION CORPORAL III	N	\$45,900	\$57,000	\$68,100
D07	DETENTION SERGEANT I	N	\$47,400	\$58,900	\$70,400
D08	DETENTION SERGEANT II	N	\$49,000	\$60,900	\$72,700
D09	DETENTION SERGEANT III	N	\$50,600	\$62,900	\$75,100
D10	DETENTION LIEUTENANT I	E	\$52,300	\$65,000	\$77,600
D11	DETENTION LIEUTENANT II	E	\$54,000	\$67,100	\$80,200
D12	DETENTION LIEUTENANT III	E	\$55,800	\$69,300	\$82,800
D13	DETENTION ADMIN/CAPTAIN	E	\$58,600	\$72,800	\$87,000

**Section 7: ELECTED OFFICIALS.** The County's elected officials, County Commissioners, Register of Deeds and Sheriff, are not included in the Pay and Classification Plan. The salary for elected officials is established annually as part of the annual budget option.



**Section 8: SALARIES BELOW MINIMUM.** If an employee's annual salary or hourly rate falls below the minimum of the new Grade, the salary will be adjusted to the minimum of the new pay grade effective September 21, 2023.

**Section 9: SALARIES ABOVE THE MAXIMUM.** If an employee's salary is above the maximum of the New Grade as a result of a new classification, the salary will not be reduced.

**Adopted this the 5<sup>th</sup> day of September, 2023.**



## Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/30/23  
**Re:** Safety Improvements for Administration Building



In light of the unfortunate truth that we live in a time where safety for employees in public buildings is a growing concern, along with reoccurring incidents our staff have faced where they were concerned for their safety, we've explored ways we can improve security in our buildings. Something that quickly came to our attention is that several of our offices are more vulnerable than others, which I believe we need to address immediately.

Whereas in most of our buildings, we now have a combination of doors, counters, and glass shields that form a protective barrier for our staff. However, right here in the Administration Building, we have several offices where that is not the case. I will present slides to show you examples.

A relatively easy and cost-effective way to improve security in these offices is to install entry locks with key fob access and doorbells. In two offices, windows also need to be installed in the main entry doors. The estimate for the cost of the project is \$60,000.

I recommend that you take two actions that would greatly help us improve security in this building. First, to approve the budget amendment to appropriate an additional \$60,000 to Maintenance. Second, you will see the attached quote from Envirocon. Envirocon currently maintains our existing key fob system. Therefore, I recommend your approval of Envirocon as the sole source vendor for that service.



## Admin Building Security Enhancements

Stan Liverman III <georgeliverman@edgecombeco.com>

Wed 8/23/2023 9:14 PM

To: Eric Evans <ericevans@edgecombeco.com>; Michael Matthews <michaelmatthews@edgecombeco.com>

📎 2 attachments (69 KB)

Envirocon Quote for Admin doors8.23.23.pdf; Admin door list for security enhancements8.21.23.docx;

Good evening,

Please see the attached list of offices that we discussed adding key fob access, doorbells and some windows. The attached quote is for the installation of the key fob system on 15 doors, which will greatly increase the safety of employees in these offices. It does not include the cost of adding windows to the doors, or the electrical outlets that will need to be added for the controller boxes above the ceiling. The controllers can operate multiple doors, so only a limited number of electrical outlets would be needed.

Electrical estimate - \$ 2,500.00

Window estimate - \$ 1,200.00

I have not obtained official quotes on these yet, but this is a good estimate.

Also, since Envirocon is who maintains our fob system, we would need to get this sole source approved, as well.

Thanks,

Stan Liverman III  
Maintenance Director  
Edgecombe County  
(252)641-7841 - office  
(252) 885-1443 - Cell









## Admin Building Door List to Enhance Security 8/21/23

### 4<sup>th</sup> Floor

Attorney office - 425 Fob reader and doorbell.

### 3<sup>rd</sup> Floor

Register Deeds Back door - Fob reader.

Tax office back door - 312 Fob reader.

Guardian Ad litum - 366 Fob reader and doorbell.

Vocational Rehab - 365 Fob reader and doorbell.

### 2<sup>nd</sup> floor

Human Resources - 233 Fob reader and doorbell.

Office of Aging - 264 Fob reader and doorbell. Window in door.

Veteran's Affairs - 265 Fob reader and doorbell. Window in door.

Maintenance - 248 Fob reader.

Commissioner's Back door -223 Fob reader.

Planning and Inspections lobby inner door - 205 Fob reader.

### 1<sup>st</sup> Floor

Tax Collections lobby inner door - 154 Fob reader.


Utilities lobby inner door - 149 Fob reader.

DMV employee entrance door - 105 Fob reader.

Cooperative Extension - 110 Fob reader with buzzer access and a doorbell.



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager   
**Date:** 8/30/23  
**Re:** Request for the naming of Daniel St. Extension



I received a request from Mr. Joe Pitt requesting that Daniel Street Extension be named in honor of Mr. Clark Jenkins. A copy of his request is included.

This request ultimately must be approved by the NC Transportation Board, but they ask for the support of the local governing board. If you would like to support Mr. Pitt's request, I will then work with him to submit the application that must be first reviewed by NCDOT staff. If it meets their requirements, I will then present a resolution for you to consider, which will accompany his application before the Transportation Board.

Mr. Pitt will be in attendance to make comments on his requests.





*Serving Edgecombe County Since 1913*

**WILLIAM MEARS PITT**  
PRESIDENT

**JOSEPH W. PITT**  
OWNER

PHONE: 252-823-7011

FAX: 252-641-0053

EMAIL: acehardware@suddenlinkmail.com

August 21, 2023

Mr. Eric Evans  
201 St. Andrew Street  
Tarboro, N.C. 27886

Dear Eric,

As I mentioned to you earlier, I am interested in getting Clark Jenkins past D.O.T. number recognition for his work on getting the Daniel Street Extension completed and joined to Highway 258.

I had previously thought that this type of recognition generally would come posthumous but I noticed some people were being recognized in the Rocky Mount area.

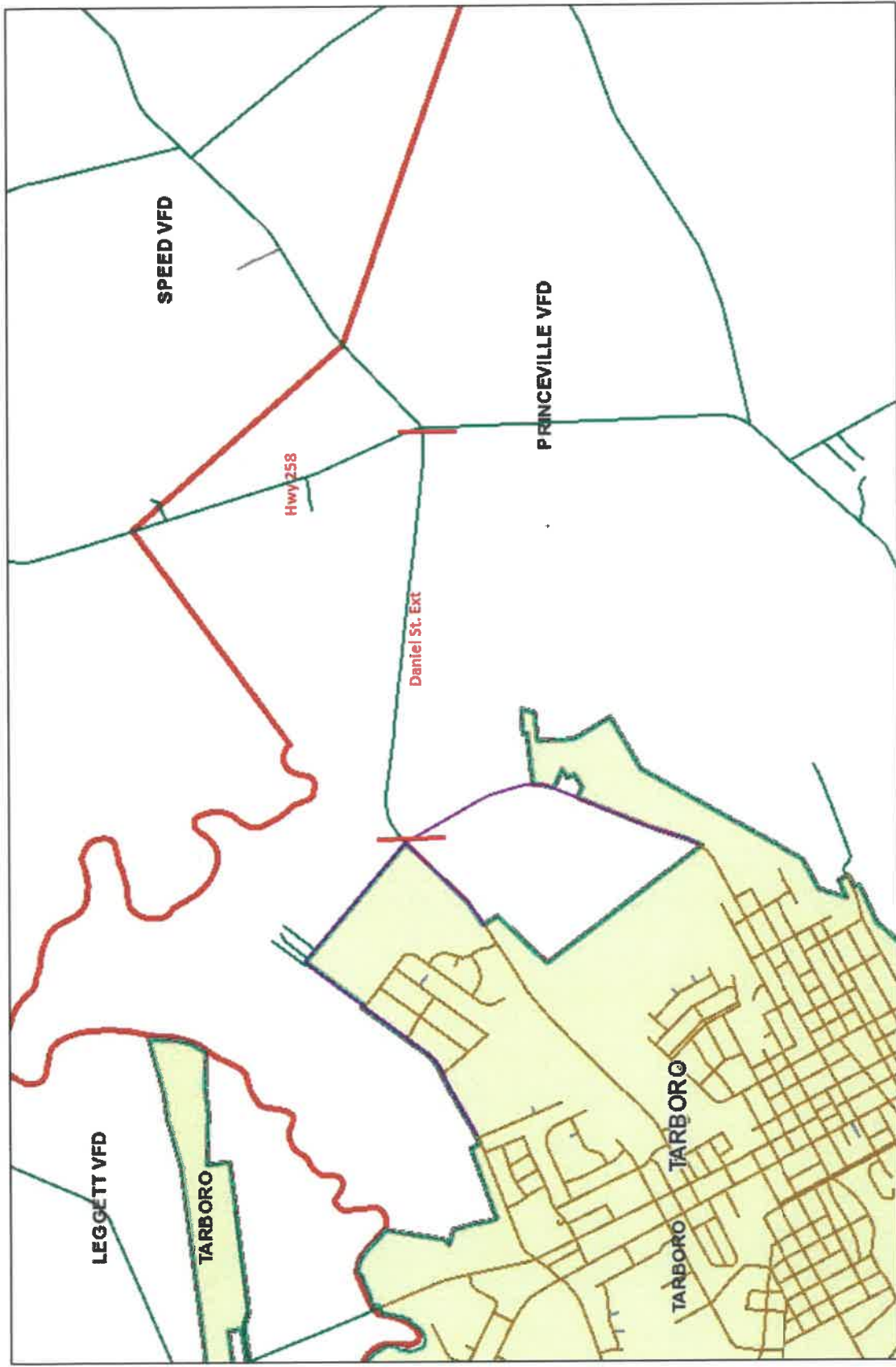
Please let me know what I need to do. If I need to make a recommendation, please let this letter serve as that. If it would help if I speak to a commissioner to do so please let me know.

I can be reached at Ace Hardware 252-823-7011 or privately at 252-883-2792.

Thanks,

  
Joe Pitt





August 31, 2023

Edgecombe County





## Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/28/2023  
**Re:** Sole Sourcing – SCADA Upgrades



Presented for consideration is the quote to upgrade the SCADA (Supervisory Control and Data Acquisition) system, along with the annual maintenance agreement for the Utilities Department.

The quotes and maintenance agreement are provided by SEI (Systems East INC.), who is our current SCADA system vendor.

According to our Financial Policy, under "Competitive Bidding", when goods or services are only available from a single source, those items can be purchased or contracted through "Sole Sourcing" but must be approved by the governing board prior to purchase or award.

It is recommended that you approve the attached quotes and maintenance agreement as presented.





# EDGECOMBE COUNTY BUDGET CONTROL REQUEST

Budget Revision Number \_\_\_\_\_  
Journal Number \_\_\_\_\_  
Date \_\_\_\_\_

FROM: Michael C. Matthews RE: Utilities DEPARTMENT

PURPOSE: Reallocate funds within Utilities Department Budget for SCADA System Upgrade

G/L ACCOUNT#	ACCOUNT NAME	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
REVENUES				
<b>Total Revenues</b>			0	
EXPENDITURES				
66-7110-574902	CAPITAL RESERVE	230,970	(211,900)	19,070
66-7110-535200	EQUIPMENT REPAIR & MAIN	140,000	183,100	323,100
66-7110-519908	CONTRACTUAL SERVICES	150,000	28,800	178,800
<b>Total Expenditures</b>			0	
<b>TOTAL</b>			0	

**CORRECT** ← **MUST BE "CORRECT"**

DEPARTMENT HEAD *Michael C. Matthews*

DATE 08/28/2023

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

FINANCE OFFICER \_\_\_\_\_

☐ APPROVED

☐ RECOMMENDED

☐ NOT APPROVED

☐ NOT RECOMMENDED

COUNTY MANAGER \_\_\_\_\_

DATE \_\_\_\_\_

ACTION TAKEN BY BOARD OF COMMISSIONERS:

☐ APPROVED AND ENTERED ON MINUTES DATED: \_\_\_\_\_

☐ NOT APPROVED-DATE: \_\_\_\_\_

CLERK TO THE BOARD \_\_\_\_\_

Revised July 2021



## Controls Proposal

Job Name: Edgecombe Telemetry Upgrades - Maintenance Contract  
Date: 8/25/2023  
Proposal # : CP23113- Maintenance Contract

**SYSTEMS EAST INC.**

30 Basil Sawyer Drive  
Hampton VA 23666  
Phone (757)766-8400  
Fax (757) 766-7494

[Document Rev 6-2-2020]

Attn: Michael Mathews Phone: \_\_\_\_\_  
 Company: Edgecombe E-mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City & Zip: \_\_\_\_\_

Description of Work	Hours	Rate	Total
1. Planning and Design	10	\$100	\$1,000
2. Procurement of Materials	15	\$150	\$2,250
3. Construction and Installation	20	\$200	\$4,000
4. Testing and Commissioning	5	\$100	\$500
5. Maintenance and Support	10	\$100	\$1,000
6. Training and Documentation	5	\$100	\$500
7. Project Management	10	\$100	\$1,000
8. Client Communication	5	\$100	\$500
9. Final Review and Reporting	5	\$100	\$500
10. Project Closure	5	\$100	\$500
11. Post-Project Evaluation	5	\$100	\$500
12. Archiving and Documentation	5	\$100	\$500
13. Client Feedback and Satisfaction	5	\$100	\$500
14. Project Summary and Lessons Learned	5	\$100	\$500
15. Project Handover and Final Report	5	\$100	\$500
16. Project Completion and Final Review	5	\$100	\$500
17. Project Archiving and Documentation	5	\$100	\$500
18. Project Handover and Final Report	5	\$100	\$500
19. Project Completion and Final Review	5	\$100	\$500
20. Project Archiving and Documentation	5	\$100	\$500
21. Project Handover and Final Report	5	\$100	\$500
22. Project Completion and Final Review	5	\$100	\$500
23. Project Archiving and Documentation	5	\$100	\$500
24. Project Handover and Final Report	5	\$100	\$500
25. Project Completion and Final Review	5	\$100	\$500
26. Project Archiving and Documentation	5	\$100	\$500
27. Project Handover and Final Report	5	\$100	\$500
28. Project Completion and Final Review	5	\$100	\$500
29. Project Archiving and Documentation	5	\$100	\$500
30. Project Handover and Final Report	5	\$100	\$500
31. Project Completion and Final Review	5	\$100	\$500
32. Project Archiving and Documentation	5	\$100	\$500
33. Project Handover and Final Report	5		

SEI was asked to Provide a yearly maintenance budget contract. Below is the suggested labor and material budget for SEI to use as needed to maintain the system and provide repair support. SEI will come onsite quarterly for one day to provide system software maintenance and review the communications and screens with Edgecombe and make any desired changes. If additional time is needed above the below material and hrs. SEI will propose that separately.

<b>Manufacturer</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty</b>	<b>UNIT PRICE</b>	<b>EXT PRICE</b>
		Lot material budget for the year. To include replacement modems, RTU parts, instruments. This is a budget and will order as requested/needed.	<b>1</b>	\$8,133.33	<b>\$8,133.33</b>
			1	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
				<b>Total</b>	<b>\$8,133.33</b>

Labor Services	HOURS	UNIT PRICE	EXT PRICE
PROJECT MANAGEMENT (.5 hr min)	4	\$150.00	\$600.00
ENGINEERING & DESIGN	4	\$150.00	\$600.00
PROGRAMMING & MODIFICATIONS (PLC, SCADA, VFD, RTU ETC)	80	\$150.00	\$12,000.00
FIELD TECHNICIAN	40	\$125.00	\$5,000.00
AUTOCAD SERVICES	0	\$65.00	\$0.00
ELECTRICAL CREW (2x PERSONS)	0	\$140.00	\$0.00
ELECTRICAL SUPERVISOR	0	\$125.00	\$0.00
ELECTRICAL JOURNEYMAN	0	\$95.00	\$0.00
ELECTRICAL HELPER	0	\$45.00	\$0.00
PANEL FABRICATION (SHOP)	0	\$60.00	\$0.00
ADMINISTRATIVE, SUBMITTALS O&M MANUALS	1	\$48.00	\$48.00
ADMINISTRATIVE & PURCHASING (.5 hr min)	2	\$48.00	\$96.00

Travel Charges		Unit	UNIT PRICE	EXT PRICE
VEHICLE MILEAGE EXPENSE	Miles-	2500	\$0.85	\$2,125.00
TRAVEL EXPENSE (HOTEL ACCOMMODATIONS)	Days-	1	\$105.00	\$105.00
TRAVEL EXPENSE (MEALS)	Days-	1	\$75.00	\$75.00

Manufacturer	Model	Equipment Rental	# days	UNIT PRICE	EXT PRICE
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00

If you should have any questions or concerns regarding this proposal, please contact our office.

Thank you.

Paul Blake

Project Manager

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

MATERIAL COST	\$8,133.33
LABOR COST	\$18,344.00
TRAVEL CHARGES	\$2,305.00
EQUIPMENT RETAIL	\$0.00
SHIPPING	\$0.00
SUBTOTAL	\$28,782.33
MATERIAL SALES TAX	\$0.00
<b>PROPOSAL TOTAL</b>	<b>\$28,782.33</b>



## Controls Proposal

Job Name: Edgecombe Telemetry Upgrades - Switch to Allen Bradley PLCs  
Date: 8/25/2023  
Proposal # : CP23113- Switch to Allen Br

**SYSTEMS EAST INC.**

30 Basil Sawyer Drive  
Hampton VA 23666  
Phone (757)766-8400  
Fax (757) 766-7494  
[Document Rev 6-2-2020]

Attn: Michael Mathews Phone: \_\_\_\_\_  
 Company: Edgecombe E-mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City & Zip: \_\_\_\_\_

Description of Work	Hours	Rate	Total
<p>1. <b>Project Management</b></p> <p>2. <b>Design and Development</b></p> <p>3. <b>Testing and Deployment</b></p>	<p>10</p> <p>20</p> <p>10</p>	<p>\$100</p> <p>\$200</p> <p>\$100</p>	<p>\$1,000</p> <p>\$2,000</p> <p>\$1,000</p>

SEI was asked to upgrade 29 sites from the discontinued SCADA Pack PLC to the new Edgcombe standard Allen Bradley PLC. SEI will remove the existing PLC from the existing RTU cabinet and install the new pre programmed PLC. All the RTU components will remain except the PLC. The panel wires will be too short to reach the new PLC so we will prewire the PLC with flying leads to land the wires on the field terminals. SEI will check the field inputs and outputs to SCADA. This proposal does not include correcting field wiring or field device issues. SEI will ensure SCADA graphics are operational to the RTU field terminal strip and provide a punch list of field wiring issues. SEI will program the existing SCADA and demo unnecessary equipment at Central. The existing SCADA computer and software will be reused. SEI requires the cellular network improvements proposed separately have been completed before starting this work. SEI will require an Edgcombe representative onsite to witness testing via remote viewing SCADA from the site. SEI will remote provide remote programming support during the conversion. Prior to startup SEI will program SCADA to have a new and old screen buttons for each site so during conversion the operator can switch between the new screen and old screen on the conversion day. Once a site is converted and tested SEI will delete the old screens. SEI will provide two spare PLCs and program one of them as Central and the other the choosing of Edgcombe.

<b>Manufacturer</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty</b>	<b>UNIT PRICE</b>	<b>EXT PRICE</b>
Allen Bradley	ML1400	Micro Logix PLC with I/O cards	29	\$2,428.57	\$70,428.57
SEI	MISC	wire and labels	29	\$85.71	\$2,485.71
			0	\$0.00	\$0.00
Allen Bradley	ML1400	spare parts	2	\$2,428.57	\$4,857.14
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
				<b>Total</b>	<b>\$77,771.43</b>

## Labor Services

Labor Services	HOURS	UNIT PRICE	EXT PRICE
PROJECT MANAGEMENT (.5 hr min)	16	\$150.00	\$2,400.00
ENGINEERING & DESIGN	24	\$150.00	\$3,600.00
PROGRAMMING & MODIFICATIONS (PLC, SCADA, VFD, RTU ETC)	120	\$150.00	\$18,000.00
FIELD TECHNICIAN	232	\$125.00	\$29,000.00
AUTOCAD SERVICES	0	\$65.00	\$0.00
ELECTRICAL CREW (2x PERSONS)	0	\$140.00	\$0.00
ELECTRICAL SUPERVISOR	0	\$125.00	\$0.00
ELECTRICAL JOURNEYMAN	0	\$95.00	\$0.00
ELECTRICAL HELPER	0	\$45.00	\$0.00
PANEL FABRICATION (SHOP)	116	\$60.00	\$6,960.00
ADMINISTRATIVE, SUBMITTALS O&M MANUALS	8	\$48.00	\$384.00
ADMINISTRATIVE & PURCHASING (.5 hr min)	8	\$48.00	\$384.00

**Travel Charges**

Travel Charges		Unit	UNIT PRICE	EXT PRICE
VEHICLE MILEAGE EXPENSE	Miles-	2500	\$0.85	\$2,125.00
TRAVEL EXPENSE (HOTEL ACCOMMODATIONS)	Days-	33	\$105.00	\$3,465.00
TRAVEL EXPENSE (MEALS)	Days-	33	\$75.00	\$2,475.00

Manufacturer	Model	Equipment Rental	# days	UNIT PRICE	EXT PRICE
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00

If you should have any questions or concerns regarding this proposal, please contact our office.

Thank you,

Paul Blake

## Project Manager

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

MATERIAL COST	\$77,771.43
LABOR COST	\$60,728.00
TRAVEL CHARGES	\$8,065.00
EQUIPMENT RETAIL	\$0.00
SHIPPING	\$0.00
SUBTOTAL	\$146,564.43
MATERIAL SALES TAX	\$0.00
<b>PROPOSAL TOTAL</b>	<b>\$146,564.43</b>



## Controls Proposal

Job Name: Edgecombe Telemetry Upgrades - Switch to AT&T  
Date: 8/25/2023  
Proposal #: CP23113- Switch to AT&T

**SYSTEMS EAST INC.**

30 Basil Sawyer Drive  
Hampton VA 23666  
Phone (757)766-8400  
Fax (757) 766-7494

[Document Rev 6-2-2020]

Attn: Michael Mathews Phone: \_\_\_\_\_  
 Company: Edgecombe E-mail: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City & Zip: \_\_\_\_\_

Description of Work	Hours	Rate	Total
<p>1. <b>Project Management</b></p> <p>2. <b>Design and Development</b></p> <p>3. <b>Construction</b></p> <p>4. <b>Testing and Commissioning</b></p> <p>5. <b>Operation and Maintenance</b></p>			

SEI was asked to work with AT&T and Edgcombe to convert the cellular carrier from Verizon to AT&T at 29 sites. AT&T now has the best coverage in the area. This will improve the communication reliability and speed. Sites are currently dropping in and out of communications due to low signal strength. Below is the cost to install the new SIM cards in the sites and test the communications at each site. SEI will have a programmer onsite for two days to test the initial deployment of some stations and once we prove the new network on the first set of sites the tech will continue and our programmer will remote in to support the rest of the conversion. no hardware is provided under this proposal. existing equipment will be used. If we determine hardware needs to be replaced it will be proposed separately. SEI will pretest the Sim card network connectivity at our Hampton location to ensure the private network is configured correctly and the existing IP addresses were maintained. this proposal is contingent on AT&T maintaining the existing IP assignments to allow reduced cost of the programmer needing to be onsite to change the IP addresses.

Manufacturer	Part Number	Description	Qty	UNIT PRICE	EXT PRICE
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
			0	\$0.00	\$0.00
<b>Labor Services</b>				<b>Total</b>	<b>\$0.00</b>

## Labor Services

LABOR SERVICES	HOURS	UNIT PRICE	EXT PRICE
PROJECT MANAGEMENT (.5 hr min)	8	\$150.00	\$1,200.00
ENGINEERING & DESIGN	8	\$150.00	\$1,200.00
PROGRAMMING & MODIFICATIONS (PLC, SCADA, VFD, RTU ETC)	40	\$150.00	\$6,000.00
FIELD TECHNICIAN	56	\$125.00	\$7,000.00
AUTOCAD SERVICES	0	\$65.00	\$0.00
ELECTRICAL CREW (2x PERSONS)	0	\$140.00	\$0.00
ELECTRICAL SUPERVISOR	0	\$125.00	\$0.00
ELECTRICAL JOURNEYMAN	0	\$95.00	\$0.00
ELECTRICAL HELPER	0	\$45.00	\$0.00
PANEL FABRICATION (SHOP)	0	\$60.00	\$0.00
ADMINISTRATIVE, SUBMITTALS O&M MANUALS	1	\$48.00	\$48.00
ADMINISTRATIVE & PURCHASING (.5 hr min)	1	\$48.00	\$48.00
Travel Charges			

**Travel Charges**

VEHICLE MILEAGE EXPENSE			Unit	UNIT PRICE	EXT PRICE	
TRAVEL EXPENSE (HOTEL ACCOMMODATIONS)			Miles-	1200	\$0.85	\$1,020.00
TRAVEL EXPENSE (MEALS)			Days-	9	\$105.00	\$945.00
			Days-	9	\$75.00	\$675.00
Manufacturer	Model	Equipment Rental	# days	UNIT PRICE	EXT PRICE	
			0	\$0.00	\$0.00	
			0	\$0.00	\$0.00	
If you should have any questions or concerns regarding this invoice, please contact us at (800) 451-7243.						

If you should have any questions or concerns regarding this proposal, please contact our office.

Thank you,

Paul Blake

Project Manager

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

MATERIAL COST	\$0.00
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LABOR COST	\$15,496.00
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TRAVEL CHARGES	\$2,640.00
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EQUIPMENT RETAIL	\$0.00
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SHIPPING	\$0.00
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SUBTOTAL	\$18,136.00
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MATERIAL SALES TAX	\$0.00
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<b>PROPOSAL TOTAL</b>	<b>\$18,136.00</b>
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**SYSTEMS EAST INC.**  
30 Basil Sawyer Drive  
Hampton VA 23666  
Phone (757)766-8400  
Fax (757) 766-7494  
[Document Rev 6-2-2020]

SEI was asked to Provide Win-911 alarm notification software on the existing SCADA Computer. Below is the cost to provide and implement this. SEI will remote program and test this and spend one day onsite to do training and final call out configurations. The programming time is for software load, database connection, and alarm database configuration. Alarm priorities have to be programed for each alarm tag. SEI will export the alarms and review the available priority's with Edgcombe on a notification strategy.

### Labor Services


If you should have any questions or concerns regarding this proposal, please contact our office.

Date: \_\_\_\_\_

	\$0.00	\$0.00
MATERIAL COST		\$9,147.62
LABOR COST		\$8,544.00
TRAVEL CHARGES		\$690.00
EQUIPMENT RETAIL		\$0.00
SHIPPING		\$0.00
SUBTOTAL		\$18,381.62
MATERIAL SALES TAX		\$0.00
<b>PROPOSAL TOTAL</b>		<b>\$18,381.62</b>



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager   
**Date:** 8/28/2023  
**Re:** Sole Sourcing – Recycling Contract



Presented for consideration is the Recycling Contract for RDS (Recycling and Disposal Solutions).

RDS is the new owner and operator of the Pitt County Recycling Facility, formally owned by ECVC.

According to our Financial Policy, under "Competitive Bidding", when goods or services are only available from a single source, those items can be purchased or contracted through "Sole Sourcing" but must be approved by the governing board prior to purchase or award.

It is recommended that you approve the attached contract as presented.

OFFICE OF THE COUNTY MANAGER





P 757.454.5796  
F 757.913.1200

632 N. Witchduck Rd, Ste. 108 Virginia  
Beach, VA 23462 [rds-virginia.com](http://rds-virginia.com)

Edgecombe County Representative,

Thank you for your interest in partnering with RDS of Virginia for your recycling needs. RDS has been selected as the new operator for the Pitt County Recycling Facility starting on September 1<sup>st</sup>, 2023. We have provided pricing information below with the materials applicable to what your company may be hauling. If you acknowledge and agree to the following pricing, please sign this form, and return it and the New Customer Form via email so we can proceed in setting up your customer account. Please note that third party haulers shall be charged back for excess contamination and moisture. Payment terms are a net of 30 days. RDS will provide an activity summary following the end of each month along with the invoice. If any material grades that you will be delivering are not described below, please reach out to Lauren Cutlip at [laurencutlip@rds-virginia.com](mailto:laurencutlip@rds-virginia.com) and she will address your request.

Later this year will reach out to establish a long-term pricing agreement which will include an opportunity for material rebates. We look forward to working with you in the years to come.

- **Pricing:**
  - Single Stream Material Charge: \$132/ton
  - Source Separated Cardboard: HYSE less \$90 /ton.

***Excessively contaminated Loads: additional 10%/ton starting 12/1/2023***

Pricing not to exceed \$30,000 for the fiscal year 2023-2024.

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Company Representative Signature and Title

Pre-Audit Certificate:

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

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Linda Barfield  
Edgecombe County  
Chief Financial Officer

GL Line - 60-4720-563501



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager  
**Date:** 8/28/2023  
**Re:** Sole Sourcing – Key Fob System – DSS Rocky Mount Campus



Presented for consideration is a quote to install a "key fob system" at our Department of Social Services' Rocky Mount location. Due to Federal Regulations concerning IRS and SSA data, DSS must have safety and security measures in place to protect federal files and information. Adding a "fob system" in key areas of the DSS Rocky Mount Campus will meet those safety and security measures.

According to our Financial Policy, under "Competitive Bidding", when goods or services are only available from a single source, those items can be purchased through "Sole Sourcing" but must be approved by the governing board prior to purchase or award.

It is recommended that you approve the attached quote as presented.

OFFICE OF THE COUNTY MANAGER





To: Stan Liverman III  
[georgeliverman@edgecombeco.com](mailto:georgeliverman@edgecombeco.com)  
Street  
Tarboro, NC  
**(252) 885-1443**

Date: 08/28/23  
Customer ID: EDGE  
Expiration Date: 09/28/23

Subtotal	\$	18,266.00
Sales Tax	\$	1,232.96
Total	\$	19,498.96

WE ARE PLEASED TO SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS QUOTATION, FORMAL PURCHASE ORDER, AND/OR SUBCONTRACT FOR SERVICES DESCRIBED IS SUBJECT TO THE CONDITIONS ON THE ATTACHED, AND IS VALID FOR 30 DAYS. THEREAFTER IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

**Thank you for your business!**



# Office of the Sheriff



## EDGECOMBE COUNTY

P.O. BOX 219 • 3005 ANACONDA ROAD  
TARBORO, N.C. 27886

CLEVELAND ATKINSON, JR.  
SHERIFF

PHONE: 252.641.7911  
FAX: 252.641.5411

### *MEMORANDUM*

**TO:** Mr. Eric Evans, County Manager  
**FROM:** Sheriff Cleveland Atkinson, Jr. *CA*  
**SUBJECT:** *AMMUNITION PURCHASE APPROVAL*  
**DATE:** August 21, 2023

Please accept this memorandum as a request for the next Board of Commissioners meeting to approve an ammunition purchase from sole source vendor, Vista Outdoor/Kiesler Police Supply. Kiesler Police Supply is matching the selling price of the state contract; however, they have not been added to the state contract list.

Attached is the authorization letter from Vista Outdoor/Kiesler Police Supply. Also attached is the Sales Quote for ammunition from Kiesler Police Supply.

Attachment 1: Vista Outdoor letter  
Attachment 2: Kiesler Police Supply Sales Quote





**SPEER<sup>®</sup>LE**

Vista Outdoor  
Shooting Sports  
Law Enforcement Sales  
2299 Snake River Avenue  
Lewiston, ID 83501

[www.le.vistaoutdoor.com](http://www.le.vistaoutdoor.com)

February 10, 2023

To Whom It May Concern:

In reference to Vista Outdoor, Law Enforcement distributors in the State of North Carolina, Kiesler Police Supply in Jeffersonville, IN, at this time is the only factory authorized Law Enforcement Distributor in the State of North Carolina for CCI-Speer and Federal Cartridge Company, which are owned by Vista Outdoor.

Presently, Kiesler Police Supply is the only authorized Law Enforcement Distributor for drop shipments directly from the factory within North Carolina.

Thank you for your business and interest in our products.

A handwritten signature in black ink, appearing to read "RDW".

Randall D. Watkins  
Director, LE Sales  
USMC Ret.  
Mobile: 512-549-9646  
[Randall.Watkins@VistaOutdoor.com](mailto:Randall.Watkins@VistaOutdoor.com)





## Sales Quote

KIESLER POLICE SUPPLY  
2802 SABLE MILL RD  
JEFFERSONVILLE, IN 47130

### Bill-to Customer

EDGECOMBE CO. SHERIFF'S OFFICE  
SGT. JEREMY JONES  
P.O. BOX 219  
TARBORO , NC 27886

### Ship-to Address

EDGECOMBE CO. SHERIFF'S OFFICE  
SGT. JEREMY JONES (252) 567-8836  
3005 ANACONDA ROAD  
TARBORO , NC 27886

Your Reference

Bill-to Customer No. L77930

Tax Registration No.

Salesperson

DJ HRAB

Email

Home Page

Phone No.

No. Q144333

Document Date August 14, 2023

Due Date September 13, 2023

Payment Terms

Payment Method

Tax Identification Type Legal Entity

Shipment Method

Sgt. Jeremy Jones jeremyjones@edgecombeco.com

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
KIESLER AMMO ETA	----AMMO LEAD TIMES---- MOST ROUNDS 12(+/-) MONTHS 9MM FMJ 15-20 MONTHS .223 FMJ 16-24 MONTHS ----THESE ARE APPROX. & SUBJECT TO CHANGE----	0	EACH	0.00	0
SPEER53619	SPEER GOLD DOT 9MM 147 GRAIN HOLLOW POINT 1000RDS/CASE, 50RDS/BOX ALKKC - NC (DROP SHIP)	20	CASE	392.85	7,857
SPEER53620	SPEER LAWMAN 9MM 147 GRAIN TOTAL METAL JACKET FLAT NOSE, 1000RDS/CASE, 50RDS/BOX LEMCO - NC (DROP SHIP)	40	CASE	264.12	10,564.8
FEDET223A	FEDERAL TACTICAL TRU 223REM 55 GRAIN HI-SHOK SOFT POINT 500RDS/CASE, 20RDS/BOX LEMCO - NC (DROP SHIP)	20	CASE	266.93	5,338.6
FEDEAE223	FEDERAL AMERICAN EAGLE 223REM 55 GRAIN FULL METAL JACKET BOATTAIL 500RDS/CASE, 20RDS/BOX CMLT - NC (IN STOCK WHILE SUPPLIES LAST)	50	CASE	266.57	13,328.5
FEDEAE223T75	FEDERAL AMERICAN EAGLE 223REM 75 GRAIN TOTAL METAL JACKET 500RDS/CASE, 20RDS/BOX LKHRA - GOLD (DROP SHIP)	40	CASE	302.74	12,109.6
SPEER24475	SPEER GOLD DOT DUTY RIFLE 223REM 75 GRAIN SOFT POINT, 500RDS/CASE, 20RDS/BOX	5	CASE	403.39	2,016.95





No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
	ARAEI - GOLD (DROP SHIP)				
SHIPPING	SHIPPING INCLUDED	1	EACH	0.00	0
FORMAT DJ HRAB	QUOTED BY DJ HRAB KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS. DHRAB@KIESLER.COM	0	EACH	0.00	0
Amount Subject to Sales Tax		0.00	<b>Subtotal</b>		<b>51,215.45</b>
Amount Exempt from Sales Tax		51,215.45	Total Tax		0.00
			<b>Total \$ Incl. Tax</b>		<b>51,215.45</b>
			Tax Amount		0.00

**KIESLER POLICE SUPPLY FFL# 4-35-019-11-4M-08220****RETURNED GOODS POLICY**

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

**DEFECTIVE MERCHANDISE POLICY**

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

**DAMAGED GOODS POLICY**

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.



# MEMO



**To:** Eric Evans, County Manager

**From:** Antwan Brown, Emergency Services Director

**Date:** Friday September 1<sup>st</sup>, 2023

**Re:** Ambulance Purchase from Nottoway Rescue Squad, Inc. (Vin #: 1FDXE4FN8PDD22832)

---

Edgecombe County EMS wishes to purchase a 2023 Ford E450 ambulance (vin #:1FDXE4FN8PDD22832) from Nottoway Rescue Squad, Inc. for the benefit of immediately acquiring a newly remounted EMS unit to be added to our current aging fleet thus allowing one of our high mileage units to be retired and replaced. This purchase is currently unavailable by other vendors due to low supply and high demand for ambulance vehicles across the state and nation. There is currently no other vendor that has the capability to provide us an EMS unit like this that is readily available and comparable in price. The build time for an EMS ambulance brand-new is 12-36 months and typically costs ~\$180,000.00 to \$250,000.00 for a similar unit to be ordered and built today.

This vehicle was ordered by its owner, Nottoway Rescue Squad Inc out of Virginia. The agency no longer has a need for this vehicle and it has just finished build and is now available for purchase. Nottoway Rescue Squad, Inc. has agreed to sale it to us for \$140,000.00 (invoice and build sheet attached). Edgecombe County purchased an EMS unit through similar process to acquire one of our currently owned EMS units from Nottoway Rescue Squad, Inc.



## ATTACHMENT #17

# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/31/23  
**Re:** Approval of Memorandum of Agreement for Debris Cleanup



The NC Department of Public Safety is appropriating \$100,000 to Edgecombe County to assist with debris cleanup from the recent tornado. Though this is likely not enough to cover the cost to remove all the associated debris, we are thankful for this, especially considering we did not have enough homes substantially damaged to qualify for a disaster declaration.

The total estimated cost of removing the debris, including tipping fees is \$367,375. If we waive the tipping fees and absorb the cost of grinding the vegetative debris with our usual debris grinding, then the total estimated cost is \$147,250.

We will continue to work with the State to secure additional funding for debris cleanup. However, to proceed with removing the debris, I recommend that you approve the MOA with the NC Department of Public Safety, waive the tipping fees, and appropriate from fund balance an additional \$50,000.

OFFICE OF THE COUNTY  
MANAGER



**North Carolina Department of Public Safety**  
**Agreement Name: 07-19-2023 Edgecombe County Tornado**  
**MOA# 071923-01**

This Agreement is hereby entered into by and between the Department of Public Safety (the "AGENCY") and the **Edgecombe County** (the "RECIPIENT") (referred to collectively as the "Parties"). The RECIPIENT's federal tax identification number is 56-60000298

**1. EFFECTIVE TERM**

This agreement shall be effective starting August 01, 2023 and this agreement shall terminate on June 30, 2024.

**2. RECIPIENT'S DUTIES**

The RECIPIENT shall provide the services as described below:

The RECIPIENT is authorized to use funds by this agreement for unmet needs projects not funded by other public assistance program as directed by NC Department of Public Safety.

The RECIPIENT's scope of work is a complete and concise scope of goods or services supported by this agreement and consistent with language. See Attachment A.

The RECIPIENT agrees to use the funds in the amounts allocated for the budget cost items set forth in the RECIPIENT's Budget. RECIPIENT may reallocate and/or redistribute among budgeted items up to 10% in overall budget costs without the express written permission of the AGENCY. RECIPIENT agrees that it will not reallocate and/or redistribute any overall budget costs that will exceed 10% on any annual basis without first obtaining the express authorization of the AGENCY in writing.

The RECIPIENT understands and acknowledges that total funding level available under this agreement will not exceed **\$100,000.00**. Attachment A provides scope of work and payment amounts to be paid to RECIPIENT. RECIPIENT agrees to complete all sections of the Quarterly or Periodic Status Report & Accounting (Attachment B) following each quarter, and provide all supporting documentation when the quarterly Accounting is submitted.

Pursuant to N.C.G.S 143C-1-1, the RECIPIENT understands and agrees that agreement funding shall be subject to the availability of appropriated funds. However, in the event of agreement termination due to lack of adequate appropriated funds, the AGENCY will ensure that it will pay for services and goods acquired and obligated on or before the notice of agreement termination.

The RECIPIENT understands and acknowledges required compliance with all statutory provisions outlined in N.C.G.S. 143C-6-23 Use of State funds by non-State and 09 NCAC 03M .0205, Minimum Reporting Requirements for Recipients and Subrecipients.

Directed grants to nonprofit organizations are for nonsectarian, nonreligious purposes only (S.L. 2021-180, Sec. 5.2 (b)5). State funds for any one employee of a nonprofit are capped at \$120,000.00 (S.L. 2021-180, Sec. 5.3).

**AGENCY'S DUTIES & PAYMENT PROVISIONS**

The AGENCY shall ensure that funds allocated and disbursed Session Law 2021-180 comply with the intent and guidance found in this Session Law and ensure compliance with related state statutes and financial management standards.



The AGENCY shall pay the RECIPIENT a total not to exceed **\$100,000.00**. The RECIPIENT shall complete a "Request for Payment of Appropriation(s) and submit to the AGENCY, along with all required documentation. Once the AGENCY is satisfied that the RECIPIENT has provided all the required documentation, the requested distributions can be processed for payment. The distributions of funds will be coded to 1506-8U02-NC01.

### **3. QUARTERLY STATUS REPORTING**

The RECIPIENT agrees to provide quarterly, or 90-day project status reports to be sent electronically from the RECIPIENT to the AGENCY and shall at a minimum include:

- a. Period stating beginning balance of the Project Fund.
  - i. Total expenses disbursed (aggregate totals) by the following project uses:
    - a. Employee Expenses (e.g program related staffing).
    - b. Service and Contract expenses (e.g. utilities, telephone, data, lease related expenses).
    - c. Goods (e.g. supplies and equipment) expenses.
    - d. Administration Expenses (e.g overhead & project management).
    - e. Other expenses (e.g. related charges not assigned above and described by recipient).
  - ii. Period ending balance of the RECIPIENT funding disbursed pursuant to this agreement.
  - iii. A descriptive summary of how the funds were used including outcomes and specific deliverables or accomplishments to date

ATTACHMENT B is a copy of the quarterly status tracking report.

- b. Quarterly project status reports shall be emailed to [Joe.Stanton@ncdps.gov](mailto:Joe.Stanton@ncdps.gov) .

### **4. FUNDS MANAGEMENT**

The RECIPIENT agrees that funds paid through this contract shall be accounted for in a separate fund and accounting structure within the RECIPIENT's central accounting and grant management system. The RECIPIENT agrees to manage all accounts payable disbursements, check register disbursements and related transactions in a detailed manner that supports fully transparent accounting of all financial transactions associated with this funding allocations described in Section 3 above. Expenditures for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be eligible under this Contract. If eligible, the Recipient and all subrecipients shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to N.C.G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their quarterly project status reports.

### **5. AGREEMENT ADMINISTRATORS**

All notices permitted or required to be given by one Party to the other and all questions about the Agreement from one Party to the other shall be addressed and delivered to the other Party's Agreement Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Agreement Administrators are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Agreement Administrator by giving timely written notice to the other Party.



For the AGENCY	
IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Joe Stanton, Assistant Director NC Department of Public Safety Emergency Management 4238 Mail Service Center Raleigh, NC 27607-4238  Telephone: 919-218-6325 Email: <a href="mailto:joe.stanton@ncdps.gov">joe.stanton@ncdps.gov</a>	Joe Stanton, Assistant Director NC Department of Public Safety Emergency Management 1636 Gold Star Drive Raleigh, NC 27607  Telephone: 919-218-6325 Email: <a href="mailto:joe.stanton@ncdps.gov">joe.stanton@ncdps.gov</a>

For the RECIPIENT	
IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Antwan Brown Emergency Services Director Edgecombe County Emergency Services 400 East Walnut St. Tarboro, NC 27886  Telephone: 252-813-8214 Email: <a href="mailto:antwanbrown@edcombeco.com">antwanbrown@edcombeco.com</a>	Antwan Brown Emergency Services Director Edgecombe County Emergency Services 400 East Walnut St. Tarboro, NC 27886  Telephone: 252-813-8214 Email: <a href="mailto:antwanbrown@edcombeco.com">antwanbrown@edcombeco.com</a>

## 6. MONITORING AND AUDITING

The RECIPIENT acknowledges and agrees that, from and after the date of execution of this Agreement and for five (5) years following its termination, the books, records, documents and facilities of the RECIPIENT are subject to being audited, inspected and monitored at any time by the AGENCY upon its request (whether in writing or otherwise). The RECIPIENT further agrees to provide AGENCY staff and staff of the Office of State Auditor with access to financial and accounting records to support internal audit, financial reporting and related requirements.

The RECIPIENT acknowledges and agrees that, regarding the grant funds, it will be subject to the audit and reporting requirements prescribed in N.C.G.S. 159-34, Local Government Finance Act – Annual Independent Audit, rules and regulations. Such audit and reporting requirements may vary depending upon the amount and source of grant funding received by the RECIPIENT and are subject to change.

## 7. TAXES

The RECIPIENT shall be considered to be an independent RECIPIENT and as such shall be responsible for all taxes. The RECIPIENT agrees to provide the AGENCY with the RECIPIENT'S correct taxpayer identification number upon the execution of this Agreement. The RECIPIENT agrees that failure to provide the AGENCY with a correct taxpayer identification number authorizes the AGENCY to withhold any amount due and payable under this Agreement.



## **8. SITUS**

This Agreement shall be governed by the laws of North Carolina and any claim for breach or enforcement of this Agreement shall be filed in State court in Wake County, North Carolina.

## **9. SUBCONTRACTING AND ASSIGNMENT**

The RECIPIENT agrees that by assigning or subcontracting any work related to the contract to a subcontractor or SUB-RECIPIENT, that such entities shall comply with the following:

- (a) The RECIPIENT or SUB-RECIPIENT is not relieved of any of the duties and responsibilities of the original contract; and
- (b) The SUB-RECIPIENT agrees to abide by the standards contained in this contract and to shall provide all information to allow the RECIPIENT to comply with these standards.

RECIPIENT agrees that all SUB-RECIPIENTS to this agreement shall comply with the following provisions of the North Carolina Administrative Code: "09 NCAC 03M .0203 SUB-RECIPIENT RESPONSIBILITIES."

## **10. ADVERTISING**

RECIPIENT agrees not to use the existence of this contract, the name of the AGENCY, the or the name of the State of North Carolina as part of any commercial advertising, without prior written approval of the AGENCY.

## **11. COMPLIANCE WITH LAW**

The RECIPIENT shall remain an independent RECIPIENT and as such shall be wholly responsible for the scope of work to be performed under this Agreement and for the supervision of his employees and assistants. The RECIPIENT represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with the AGENCY. The RECIPIENT shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements and other regulatory matters that are applicable to the conduct of his business and work performance under this Agreement, including those of Federal, State, and local agencies having appropriate jurisdiction.

The Recipient acknowledges and agrees that, in its conduct under this Contract and in connection with any and all expenditures of grant funds made by it, it shall comply with the cost principles enunciated in the Code of Federal Regulations, 2 CFR, Part 200. The Recipient further acknowledges and agrees that, if it grants any of the grant funds awarded hereunder to one or more sub-recipients or sub-sub-recipients, the Recipient shall, by contract, ensure that said cost principles are made applicable to and binding upon any and all such sub-recipients, sub-sub-recipients, etc. in their handling, use and expenditure of the funds awarded to the Recipient hereunder.

## **12. TERMINATION OF AGREEMENT**

This agreement may be terminated by mutual consent upon sixty (60) days written notice to the other party, or as otherwise provided by law. As soon as reasonably possible following termination of this agreement, the amount of any residual unexpended funds shall be transferred to the AGENCY.

## **13. AMENDMENTS**

This Agreement may be amended in writing which documents approval of changes by both the AGENCY and the RECIPIENT.



14. AGREEMENT CLOSE-OUT PROCESS

The RECIPIENT agrees to submit to the AGENCY a complete performance and expenditure status report (final report) within ninety (90) days after expiration of this agreement June 30, 2024:

- 1) A complete accounting of how the appropriated funds were used;
- 2) A complete performance status report; and
- 3) A Certification stating the funds were used for the purpose appropriated (AGENCY will supply template).

The above noted reports shall include RECIPIENT' and SUB-RECIPIENT reporting information related to the above noted quantitative results and accomplishments. RECIPIENT and any SUB-RECIPIENTS agree that all program activity results information reported shall be subject to review and authentication as described in Paragraph 7 and RECIPIENT' will provide access to work papers, receipts, invoices and reporting records, if requested by the AGENCY, as the AGENCY executes any audit internal audit responsibilities.

RECIPIENT will be deemed noncompliant if its final report is not submitted within the 90-day period stated above. Once the complete final performance and financial status report package has been received and evaluated by the AGENCY, the RECIPIENT will receive official notification of agreement close-out. The letter will inform the RECIPIENT that the AGENCY is officially closing the agreement and retaining all agreement files and related material for a period of five (5) years or until all audit exceptions have been resolved, whichever is longer.

15. AUTHORIZED SIGNATURE WARRANTY

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement. **In Witness Whereof**, the RECIPIENT' and the AGENCY have executed this Agreement in duplicate originals, with one original being retained by each party.

EDGECOMBE COUNTY

Signature Date

Printed Name Title

NC DEPARTMENT OF PUBLIC SAFETY

Signature Date

Printed Name Title







**Edgecombe County, NC - Tornado Event Preliminary Estimate**

**Estimate Date: 7/25/23**

Item #	Scope	Estimated Qty.	UoM	Unit Rate	Estimated Cost
2	Eligible ROW Vegetative Debris Removal - Hauled to Landfill (20.1 - 30 Miles)	10,000	cy	\$ 8.25	\$ 82,500.00
4	Eligible ROW C&D Debris Removal - Hauled to Landfill (20.1 - 30 Miles)	7,000	cy	\$ 9.25	\$ 64,750.00
	Grinding	10,000	cy	\$ 2.50	\$ 25,000.00
	C&D tipping fee				\$ 125,125.00
	vegetative tipping fee				\$ 70,000.00
N/A	Disposal Cost - No disposal cost at the county landfill have been included.	17,000	cy	-	-
				<b>Total Estimate</b>	<b>\$ 367,375.00</b>

*Please note this is a preliminary estimate. Invoicing will be based on actual quantities and haul distance. It will be required the landfill remain open 7 days a week for debris operations and landfill road maintenance shall be by others.*

**\$147,250**



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/31/23  
**Re:** Approval of Community College Capital Project



Edgecombe Community College plans to expand its student lounge in the Barnes Building on the Rocky Mount Campus. This will accommodate a new grill area and catering kitchen for the Edge Academy. They will request funds from the State Construction Infrastructure Fund to cover the construction costs. However, approval is needed from the Board of Commissioners since the expansion will result in additional utility costs. Once the expansion goes online, we can expect their funding request to the County to include these additional costs, which are estimated to be \$2,265.

I recommend that you approve the request and authorize me to execute the accompanying documents.



# NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

## CAPITAL IMPROVEMENT PROJECT APPROVAL NEW PROJECT

College

Edgecombe Community College

Project Name

Barnes Student Lounge Renovation

NCCCS Project No.

2773

Campus

2011 Edgecombe CC - Rocky Mount Campus

County

Edgecombe

### I. TYPE OF PROJECT:

Renovation of Existing Facility

### II. DESCRIPTION OF PROJECT:

\*For description of a renovation of existing facility project, please include scope of work, description of existing facility (location, size (SF) and floors, materials, use of interior spaces), description of renovation (location, size (SF), materials, use of spaces), overview of facility's existing and new instructional programming, and any special construction requirements (permitting, abatement, demolition, etc.).

Insert project and amendment description here.

- a) Demolish the existing outer glass wall and remove the exterior wall panels for re-use in an expansion.
- b) Demolish the greenspace and some existing curb and gutter in order to expand the existing building.
- c) Demolish the interior of the existing dining area including ceilings, lights, HVAC diffusers, etc.
- d) Design a 34' x 28' addition to the building to accommodate a new kitchen for food preparation. Anticipate service counter with tray slide and food trays, cashier's station, food prep and display area, cooking area under new kitchen hood with fire suppression allowing for cooking range, combination oven, deep fryer. Also provide 3-compartment sink, hand-sink, storage on shelves, combo refrigerator/freezer. Remainder of addition will be for dining. The addition will necessitate replacement of the existing adjacent roof along with installation of a new roof on the addition.
- e) The existing space will be modernized for finishes including new ceilings, lights, finishes, flooring, etc. A new area for catered food for the Edge Academy (early college) will be provided. Hot/cold service counter, hand sink, prep area, anticipated.
- f) New plumbing will be limited to the new Kitchen and catering areas and include a new grease trap.
- g) Minimal HVAC improvements or redistribution of existing ceiling diffusers and grilles to accommodate the renovated area, plus a new system for the addition and exhaust for the kitchen.



**Project to be constructed/renovated on college owned property**



**Project to be constructed/renovated on leased property**

Provide the System Office a copy of lease that meets criteria as addressed in **Capital Improvement Manual**.

This form was prepared by:

Name:

Raymond A. Pachnar

Signature:

Contact Number:

Date:

CPC Signature:



**III. ESTMATED COST OF PROJECT:****A. PRE-CONSTRUCTION COSTS**

1. Site Grading and Improvements (not in III B) ....
2. Demolition (not in III B) .....

**Subtotal "A"**

0.00

**B. CONSTRUCTION**

1. Design Fee ..... 120,000.00
2. Construction..... 1,280,000.00
3. Construction Contingency ..... 100,000.00
4. Other Contracts .....
5. Other Fees .....

**Subtotal "B"**

1,500,000.00

**C. Other Costs**

1. Initial Equipment.....
2. Work Performed by Owner .....

**Subtotal "C"**

0.00

**TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)****\$1,500,000.00****IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:****A. NON-STATE FUNDS**

1. County Appropriated
2. County Bonds

3.		▼
4.		▼
5.		▼

**Subtotal "A"**

0.00

**B. STATE FUNDS (Handled locally by college  
- not reimbursed through System Office)**

1.		▼
2.		▼
3.		▼

**Subtotal "B"**

0.00

**C. STATE FUNDS (Reimbursed by the System Office)**

1. Budget Code 42120 New SCIF \$400M ▼
2. Budget Code ▼
3. Budget Code ▼
4. Budget Code ▼

**Subtotal "C"**

1,500,000.00

1,500,000.00

**Total Sources of Funds Available (IV A, B, C)**

1,500,000.00

**D. UNIDENTIFIED FUNDS**

1. Unidentified Funds (Do not include on the NCCCS 2-16)

**Subtotal "D"**

0.00

**Total Sources of Funds Including Unidentified****\$1,500,000.00**



## V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES

To the State Board of Community Colleges:

We, the Board of Trustees of Edgecombe Community College  
do hereby certify:

1. That the information contained in this application is true and correct to the best of our knowledge and belief, and do hereby request approval from the State Board of Community Colleges for this application and for the utilization of \$1,500,000.00 State funds reflected on Page 3, which are appropriated and have been allocated for the use of our college. These funds, along with the non-state funds shown, will be used exclusively for facilities, equipment for those facilities, land, or other permanent improvements described herein and in accordance with the minutes and resolution of the Board of Trustees dated 8/3/2023.

- ☒ As part of this certification, the Board of Trustees certify that any equipment purchased with the State Funds must have a useful life of 10+ years.
- ☒ As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by State Funds, therefore will not be reimbursed.

2. That the described permanent improvements are necessary for meeting the educational needs of the area served and that this proposed project is in accordance with the rules and regulations adopted by the State Board of Community Colleges.

3. That a fee simple title held by the Board of Trustees to the property upon which the said facilities or improvements are to be made, or that a long-term lease, as described in the North Carolina Community College System Capital Improvement Guide, is held by the Board of Trustees.

4. That in formal sessions with a quorum present, the Board of Trustees authorized this application and further authorized the Chairman and the Chief Administrative Officer of this Board to execute all papers required by the rules and regulations of the State Board of Community Colleges.

\_\_\_\_\_  
Chairman - Board of Trustees

\_\_\_\_\_  
Chief Administrative Officer/President



## VI. CERTIFICATION AS TO AVAILABILITY OF LOCAL SUPPORT AND FUNDS

### Certification 1.

I certify that I have examined this application for the project no: 2773  
from Edgecombe Community College and if shown, county funds in the  
amount of \$0.00 are available for the planning and construction of this project.

County Manager/Finance Officer Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

**(The following certification must be completed for New Facility Projects Only)**

### Certification 2.

Based on an analysis of the colleges annual operating and utility costs, (as per the NCCCS 3-1 Section VIII) it is estimated that the college will expend an additional \$2,265.00 per year in support of this new construction. I certify that this document has been reviewed, and that the information stated herein will be shared with the proper county officials to seek an appropriate adjustment to the college's budget as the new facility is brought online.

County Manager/Finance Officer Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

## VII. CERTIFICATION OF ATTORNEY AS TO FEE SIMPLE TITLE TO THE PROPERTY

(Note: Required only for construction on a new site or when federal funds are involved. Not required for long term lease.)

I, \_\_\_\_\_, duly licensed attorney of the State of North Carolina, do hereby certify that I have examined the public records of \_\_\_\_\_ County, North Carolina, from January 1, 1925, to this date concerning title to the property upon which the improvements set out in the foregoing application are proposed to be made, and I find from said examination that a fee simple title free from all claims or encumbrances, is vested in \_\_\_\_\_ by deed recorded in (specify book & page) \_\_\_\_\_ in the Office of the Register of Deeds except as noted below: (Attach a copy of deed) \_\_\_\_\_

This, the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature



**VIII. CERTIFICATION OF LOCAL BUDGET SUPPORT  
ESTIMATED OPERATING/UTILITY ANNUAL COST  
FOR CAPITAL IMPROVEMENT PROJECTS**

Date: 8/3/2023 Project Name: Barnes Student Lounge Renovation

College: Edgecombe Community College Project Completion Date: TBD

Additional Cost Identification	1st Year of Operation	2nd Year of Operation	3rd Year of Operation	4th Year of Operation	5th Year of Operation	Average Additional Annual Cost
	FY	FY	FY	FY	FY	
Staffing (Housekeeping & Facility Operator)						
additional annual cost	\$0	\$0	\$0	\$0	\$0	\$0
Plant Maintenance						
additional annual cost	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating Cost						
additional annual cost						
Electric	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700	\$1,700
Fuel (Gas, Oil)	\$502	\$502	\$502	\$502	\$502	\$502
Water	\$63	\$63	\$63	\$63	\$63	\$63
Telecommunications	\$0	\$0	\$0	\$0	\$0	\$0
Total Average Annual Cost (will populate into Section VI of the 3-1)						\$2,265
I certify that the county has reviewed this information as a part of the approval process.						

County Manager/Finance Officer

3-1 Attachment  
Local Certification of Support



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/31/23  
**Re:** Addition of Putters Lane to the State  
Maintenance System



Staff with NC DOT have submitted a petition to add Putters Lane near Pinetops to the State Maintenance System. They have verified that it meets the standards set forth by NC DOT.

I recommend that you approve the enclosed petition to add Putters Lane to the State Maintenance system.

OFFICE OF THE COUNTY  
MANAGER



## Road Addition Putters Lane Back Nine Sub.

Johnson, Allen W <awjohnson1@ncdot.gov>

Thu 8/31/2023 10:39 AM

To: Frangie Mungo <franmungo@edgecombeco.com>

 1 attachments (975 KB)

LettertoEdgecombeCoDocSignedFile.pdf;

Frangie,

I have attached a cover letter, SR-1, SR-2, SR-4 and a vicinity map for Putters Lane that has been requested to be added to the State Road Maintenance System. Please have the SR-2 Resolution form completed and approved by the County Board of Commissioners. Should you have any questions or concerns, please feel free to contact me at the number below.

Thanks for your help,

**Allen W. Johnson**

*NCDOT/DOH Division 4 / District 1*

14194 NC 903 Highway  
Halifax, NC 27839

Phone: (252) 583-4230

Cell: (252) 308-7599

Email: [awjohnson1@ncdot.gov](mailto:awjohnson1@ncdot.gov)



*Email correspondence to and from this address is subject to the  
North Carolina Public Records Law and may be disclosed to third parties.*

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**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

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STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

August 21, 2023

Eric Evans, County Manager  
Edgecombe County Board of Commissioners  
201 St. Andrew St.  
Room 402  
P.O Box 10  
Tarboro, NC 27886

Dear Mr. Evans:

Attached are forms SR-1 (Petition), Form SR-2 (Resolution), SR -4 (Investigation Report), a portion of a marked county map indicating the location, verification of right of way for Back Nine Subdivision which we plan to present at your September 2023 County Commissioners meeting.

If you should have any questions, please feel free to call on me.

Yours very truly,

DocuSigned by:

*Perry G. Keeter*

C740FB82FB18405...

Perry G. Keeter, PE  
DISTRICT ENGINEER

Attachment

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION FOUR, DISTRICT ONE OFFICE  
14194 NC HWY 903  
HALIFAX, NC 27839

*Telephone:* (252) 583-4230  
*Customer Service:* 1-877-368-4968

*Website:* [ncdot.gov](http://ncdot.gov)

*Location:*  
14194 NC HWY 903  
HALIFAX, NC 27839



Date Petition Received by NCDOT: Aug. 17, 2023

North Carolina Department of Transportation  
Division of Highways  
Petition for Road Addition

**ROADWAY INFORMATION:** (Please Print/Type)

County: Edgecombe Road Name: Putters Lane  
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: The Back Nine Subdivision Length (miles): 690' (0.13 Mi.)

Number of occupied homes having street frontage: 5 Located (miles): 766' (0.15 Mi.)

miles N ☒ S ☐ E ☒ W ☐ of the intersection of Route NC111 and Route 1175.  
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of The Back Nine Subdivision in Edgecombe County, do hereby request the Division of Highways to add the above described road.

**CONTACT PERSON:** Name and Address of First Petitioner. (Please Print/Type)

Name and Signature: John Coda Phone Number: 252 814 7364

Street Address: 83 Golf Course Dr. Pinetops, NC 27864

Mailing Address: PO Box 4 Pinetops, NC 27864

**PROPERTY OWNERS**

Printed Name and Signature

Mailing Address

Telephone

Mary Alice Varnell PO Box 4 Pinetops NC 27864 lot 28

Larry Ellis 964 Hubmaster Rd Marion NC 27551 lot 27

Stephen Stokes 81 Putters Ln Pinetops, NC 27864 Lots 25, 24, 26

William Joseph Cambra 128 Putters LA. Pinetops, NC 27864 lot 23



**INSTRUCTIONS FOR COMPLETING PETITION:**

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

**FOR NCDOT USE ONLY:**

Date Petition Received by NCDOT: \_\_\_\_\_

Please check the appropriate block:

☐ Rural Road    ☐ Subdivision platted prior to October 1, 1975    ☒ Subdivision platted after September 30, 1975**REQUIREMENTS FOR ADDITION**

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>



**North Carolina Department of Transportation  
Division of Highways  
Request for Addition to State Maintained Secondary Road System**

North Carolina

County: Edgecombe

Road Description: The road is Putters Lane and it is 0.15 of miles Northeast of NC-111. Putters Lane is in the Back Nine Subdivision near Pinetops off Golf Course Drive (SR-1175)

---

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Edgecombe requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System, and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Edgecombe that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Edgecombe at a meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

WITNESS my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Official Seal**

Clerk, Board of Commissioners  
County: \_\_\_\_\_

**PLEASE NOTE:**

**Forward direct with request to the Division Engineer, Division of Highways**



County: Edgecombe Co. File No: \_\_\_\_\_ Date: 08-31-2023  
Township: 10 Div. File No: \_\_\_\_\_ Div. No: \_\_\_\_\_

\*Bridges      Yes\_\_\_\_    No X      \* Pipe > 48"      Yes\_\_\_\_    No X      \*Retaining Walls Within Right of Way      Yes\_\_\_\_    No X

DocuSigned by: 08/31/2023

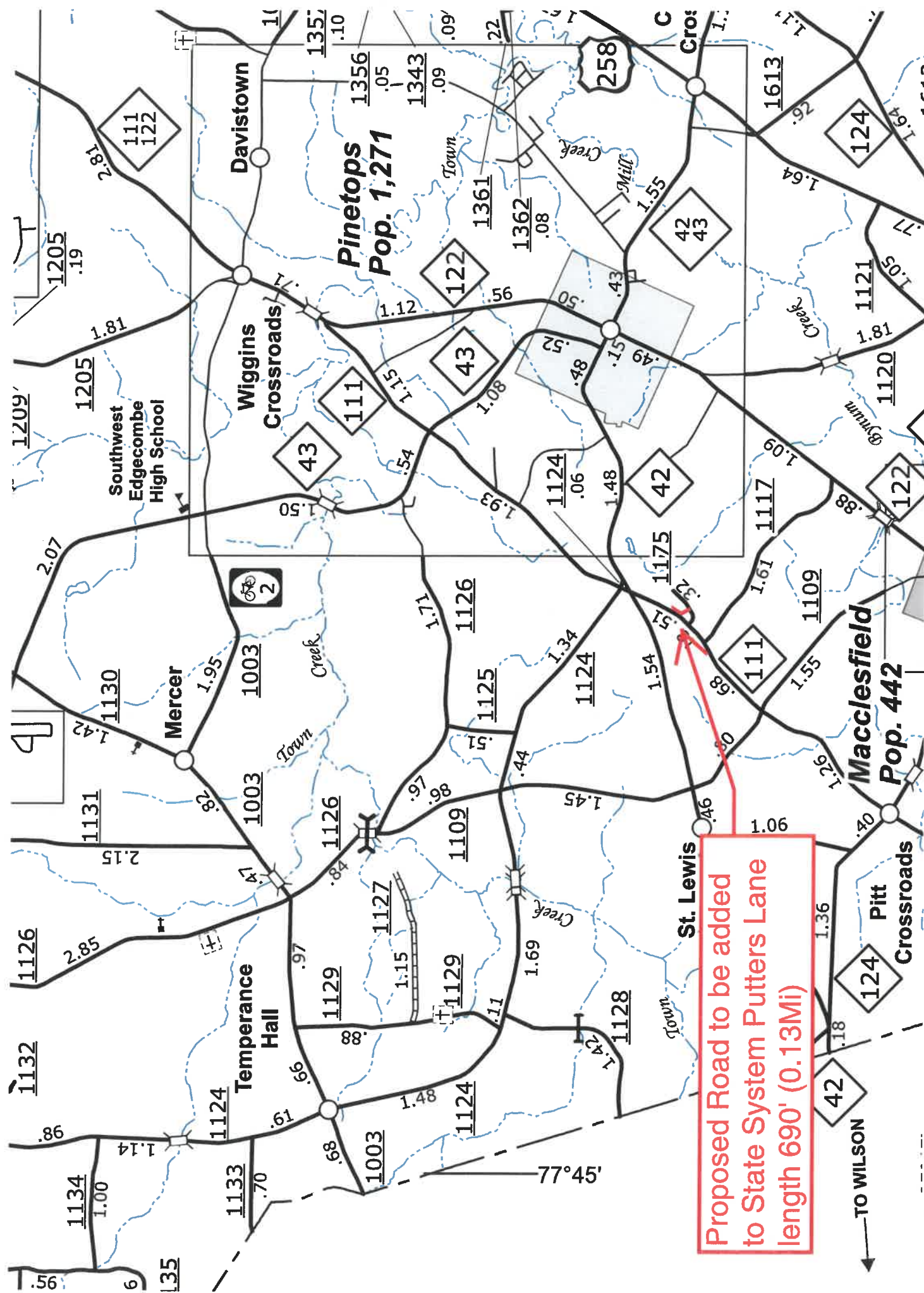
Submitted by: Perry G. Butler Reviewed and Approved: \_\_\_\_\_

DISTRICT ENGINEER DATE DIVISION ENGINEER DATE

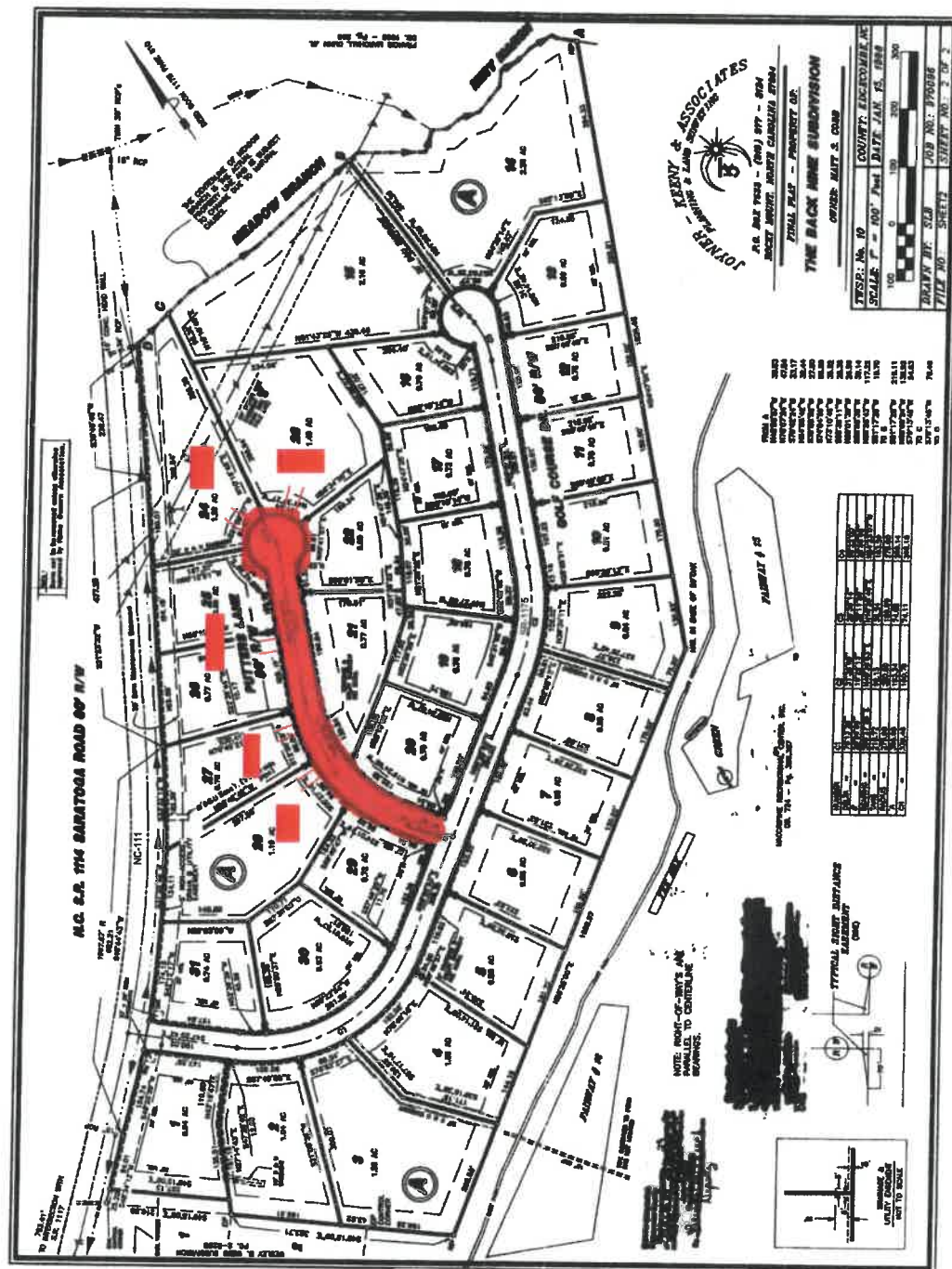
BOARD OF TRANSPORTATION MEMBER: \_\_\_\_\_

	Do not write in this space- For Use by Secondary Roads Unit
	Petition #











# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager *EE*  
**Date:** 8/31/23  
**Re:** Contract with NC Forestry Service

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Enclosed for your consideration is the agreement with the NC Forestry Service. This renews our annual cooperative relationship with the Forestry Service to provide forest protection, development, reforestation, management, and improvement. This agreement requires a 40% cost share, or \$119,920 appropriation from the County, which is included in this year's budget.

I recommend that you approve this agreement and authorize me to execute the same.



STATE OF NORTH CAROLINA  
Department of  
Agriculture and Consumer Services

\$ 299,800.00

Total Cooperative Appropriation

\$ 179,880.00 State

\$ 119,920.00 County

AGREEMENT FOR THE PROTECTION, DEVELOPMENT AND IMPROVEMENT  
OF FOREST LANDS IN **EDGECOMBE COUNTY** NORTH CAROLINA

THIS AGREEMENT is made under the authority of **Chapter 106, Article 75, of the North Carolina General Statutes, including N.C. Gen. Stat. § 106-906, titled "Cooperation between counties and State in forest protection and development,"** by and between the North Carolina Department of Agriculture and Consumer Services (hereinafter called the Department), party of the first part, and the Board of Commissioners of **EDGECOMBE COUNTY** in the State of North Carolina (hereinafter called the Board), party of the second part.

WHEREAS, the Board recognizing the need for active forest protection, development, reforestation, management and improvement in **EDGECOMBE COUNTY** has accepted the offer of the Department for cooperation in accomplishing this object; and

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties contract and agree to maintain a legally appointed and equipped Forest Service office to support said county at the joint cost of the State and County, insofar as the joint funds will permit, as follows:

Part I. THE DEPARTMENT AGREES:

1. To select and employ permanent and temporary position(s) in order to successfully execute the mission of the NC Forest Service and to support the forestry program in said county. These positions include:
  - A) 1 County/Area Ranger(s) assigned for the purposes of controlling forest fires in said County; for detecting and extinguishing fires that break out; for investigating the origin of forest, woodland, and field fires; for enforcing the State's forest fire laws; for taking such preventive measures, educational and otherwise, to prevent forest fires; for developing and improving the forests through reforestation, promotion, and practice of Forest Management practices; and for protection of forests from insects and diseases.
  - B) 1 Assistant County Ranger(s) for the purposes of assisting under the direction, supervision, and/or oversight of the County/Area Ranger in controlling forest fires in said County; for detecting and extinguishing fires that break out; for investigating the origin of forest, woodland, and field fires; for enforcing the State's forest fire laws; for taking such preventive measures, educational and otherwise, to prevent forest fires; for developing and improving the forests through reforestation, promotion, and practice of Forest Management practices; and for protection of forests from insects and diseases.



- C) **0.11** Forestry Management Clerk for purposes of providing administrative support, serving as the back-up administrative contact for the assigned district, counties within the district, or unit, and serving as the primary contact for forest management administrative business within the assigned district.
  - D) **1** Forest Fire Equipment Operator(s) for purposes of establishing fire suppression control lines in assigned work areas and in other areas as needed using equipment, including crawler tractors (fire dozers), with various attachments, such as a fire plow, hurricane blades, etc., and operate and maintain all types of heavy site preparation equipment.
  - E) Temporary position(s) on an as-needed basis.
- 2. To furnish position(s) so employed a badge of office, stationery and report forms, instructional posters for use in the County, leaflets for distributing to landowners and others; to purchase necessary equipment, communication systems, and other Forestry improvements insofar as the joint funds will permit.
  - 3. To pay the identified position(s) for all official services rendered at a fair rate of pay. Rates of pay are to be established by the Department in accordance with existing State salary administration policy.
  - 4. To direct, supervise, instruct, and inspect, through its agents, the work and conduct of each position, to discipline and, when necessary, discharge such position(s).
  - 5. To submit to the Board monthly, or at other mutually satisfactory intervals, an itemized statement of all monies to be paid by the County and those paid by the Department for the work conducted pursuant to this Agreement within said County.

#### State Funding

- 6. To make available annually from State, Federal, and other funds allotted to it, the sum of **One Hundred Seventy Nine Thousand Eight Hundred Eighty Dollars (\$179,880.00)** as its share of an annual budget of **Two Hundred Ninety Nine Thousand Eight Hundred Dollars (\$299,800.00)** for carrying on the above listed work in said County.

#### Part II. THE BOARD AGREES:

- 7. To pay the Department **40** % of the total cost of the salary of position(s) specified in Part I.1 above and expenses and other proper expenditures made in connection with the overall forestry program in said County, upon receipt and consequent approval of the periodic statements submitted by the Department.

#### County Funding

- 8. To appropriate annually the sum of **One Hundred Nineteen Thousand Nine Hundred Twenty Dollars (\$119,920.00)**, which sum shall be available for expenditure under the terms of this Agreement, and shall represent the County's share of the annual budget for carrying on work listed in this Agreement in said County.

#### Part III. IT IS EXPRESSLY AGREED AND UNDERSTOOD BY BOTH PARTIES:

- 9. That this Agreement becomes effective **July 1, 2023**, and lasts through **June 30, 2024**.



10. Payments made for services rendered in a prior contract period will apply toward the contract period in which the services were rendered and not toward the contract period when the payments are made.

That the annual appropriations as set forth above may be revised in writing by mutual agreement between the Department and the Board, based on the amount of annual appropriation desirable for the proper conduct of the Forestry work. Such revision shall become effective at the beginning of the stated Fiscal Year. The Fiscal Year begins on July 1 and ends on June 30. Any unused balance of County funds remaining at the end of a Fiscal Year shall revert to said County unless otherwise mutually agreed upon by both parties.

11. That this Agreement may be modified only in writing and upon execution by both parties.
12. That the Board reimburse the Department as provided in Part II of this Agreement by forwarding a county voucher drawn in favor of the Department for the amount of the County's share of expenditures as set forth in the Department's monthly statement to the Board. That such payments be made by the Board within thirty days following receipt of the Department's billing.
13. The title to all improvements and equipment purchased and/or constructed in connection with this Agreement will rest with the Department; such materials or their equivalent will remain in the County as long as this Agreement is in effect, or as long as they are needed by the Department for the proper conduct of the work therein.
14. That the County/Area Ranger periodically or at the request of the Board, shall present to the Board statements of the work being done within the County, so that said Board may be always informed regarding the Forestry finances and activities within the County.

IN WITNESS WHEREOF, the said parties do hereunto affix their names and seals upon the date herein below specified.

For the Board of County Commissioners of **EDGECOMBE COUNTY**

Date \_\_\_\_\_ County Manager

Provisions for the payment of the monies to fall due under this Agreement have been made by appropriation duly made or by bonds or notes duly authorized and this Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act



Date \_\_\_\_\_

County Finance  
Officer

For the North Carolina Department of Agriculture and Consumer Services

Date \_\_\_\_\_

Signature

N. David Smith  
Chief Deputy Commissioner





**EDGECOMBE COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING**

**SEPTEMBER 5, 2023  
7:00 P.M.**

**AGENDA CATEGORY:**

New Business

**SUBJECT:** Planning & Inspections Department – Rezoning

**BRIEF SUMMARY:**

Planning Board voted unanimously to forward the following Rezoning requests to the Board of County Commissioners with favorable recommendations:

- **23-RZ01 Applicants-Donna Matthews and Elizabeth Hill**

Applicants have requested to rezone property located at 12615 US 64 Alt West, Rocky Mount. The applicants propose to rezone parcel identification number 3870-70-1481, which consists of approximately 5.7 acres, from AR-30 Rural Residential District/R-30 Single-Family Residential District to B-2 General Business District in order to allow operation of an electrical fabrication business.

- **23-RZ02 Applicant-CB Daughtridge**

The applicant has requested to rezone property located on Colonial Rd, Tarboro. The applicant proposes to rezone parcel identification number 4726-68-9662, which consists of approximately 10.6 acres, from AR-30 Rural Residential District to R-20 Mixed Residential District in order to create a subdivision consisting of single-family dwellings.

**REQUESTED ACTION:**

Call for public hearings for Rezoning requests.

**SUBMITTED BY:**

Katina Braswell

Planning & Inspections Director

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

None

**ATTACHMENTS**

☐ Draft minutes of Planning Board Meeting on 8/21/2023





# PLANNING & INSPECTIONS

## Planning Board Draft Minutes of the Meeting

Edgecombe County Administrative Building  
Room 260  
August 21, 2023  
6:00 p.m.

**Members Present:** Jonathan Melvin, Michael Brinkley, Edna Parker, John Smith, Ada Barnes-Morgan,

**Members Absent:** Rev. Roy Gray, Reuben Thompson IV

**Staff Present:** Katina Braswell, Planning Director

**Public Present:** James Matthews, Donna Matthews, CB Daughtridge, Elizabeth Hill, Billy Dew, Luis A Suhum

### 1. **Call to Order/Safety Statement/Prayer**

Chair Melvin called the meeting to order. Mrs. Braswell read the safety statement for those in attendance. Prayer by Vice Chair Barnes-Morgan.

### 2. **Roll Call/Approval of the minutes**

Chair Melvin asked for roll call which confirmed a quorum. Chair Melvin asked for a motion to approve the minutes from the February 28, 2023 special called meeting. **Mr. Smith made a motion to approve the minutes from the February 28, 2023 special called meeting. Mr. Brinkley seconded the motion which carried unanimously (5-0).**

MEMBERS	YES	NO
JONATHAN MELVIN	X	
ADA BARNES MORGAN	X	
MICHAEL BRINKLEY	X	
EDNA PARKER	X	
JOHN SMITH	X	





## PLANNING & INSPECTIONS

### 3. **23-RZ01 Donna Matthews-12615 US 64 Alt West, Rocky Mount**

Mr. Brinkley recused himself due to a familial relationship with the applicant.

Mrs. Braswell presented the proposed rezoning request to the Board. Owners Donna Matthews and Elizabeth Hill request a rezoning of property located at 12615 US 64 Alt West, Rocky Mount from AR-30/R-30 zoning districts to B-2 zoning district. The parcel identification number is 3870-70-1481 and the property consists of approximately 5.7 acres. Mrs. Braswell provided definitions of each zoning district:

1. **AR-30 Rural Residential District** is established to protect rural and undeveloped land from premature development at densities that are inconsistent with the County's adopted policy guidance. The district is also intended to protect established and future agricultural and forestry activities.
2. **R-30 Single-Family Residential District** has a suburban character typically comprised of single-family detached residential uses in numerous locations throughout the County's planning jurisdiction.
3. **B-2 General Business District** is intended to provide a wide range of general retail, business, and service uses to County residents. B-2 areas are typically located at major street intersections and along primary roadway corridors. Development in the B-2 district is comprised of a mix of individual buildings on individual sites and multi-tenant or multi-building developments.

Site photos were taken by Planning staff on August 4, 2023. Mrs. Braswell explained the Board shall make a recommendation on the application per Section 2.3.7 H Review Criteria of the Unified Development Ordinance and in making the recommendation the Board shall prepare a written statement of the application's consistency. Mrs. Braswell provided an explanation of the recommendation process.

- Planning Board makes favorable/unfavorable recommendation.
- Recommendation is forwarded to the Board of Commissioners.
- Commissioners have the option to send the case back to the Planning Board for additional review or call for public hearing in September.
- Public hearing is held by the Board of Commissioners in October for final vote to approve/disapprove the rezoning request.

Mr. Smith asked for clarity on the proposed use of the property. Mrs. Braswell responded the owner plans to operate a business for electrical fabrication. Ms. Matthews clarified she would not be conducting the business. The gentleman interested in purchasing the property would be the operator and the sale is contingent upon approval of the rezoning. Mrs. Braswell explained the new owner would be required to apply for a Special Use Permit prior to operation of the business making it a two-step process. **Mr. Smith made the motion to forward the request to the Board of Commissioners with a favorable recommendation including a written statement that the application is**





## PLANNING & INSPECTIONS

consistent with the County's adopted policy guidance. Mrs. Barnes-Morgan seconded the motion which passed unanimously (4-0).

MEMBERS	YES	NO
JONATHAN MELVIN	X	
ADA BARNES MORGAN	X	
EDNA PARKER	X	
JOHN SMITH	X	

#### 4. **23-RZ02 CB Daughtridge-Colonial Rd, Tarboro**

Mr. Melvin recused himself due to professional relationship with Mr. Daughtridge.

Mrs. Braswell presented the proposed rezoning request to the Board. Mr. CB Daughtridge, property owner, requests a rezoning of property located on Colonial Rd, Tarboro from AR-30 zoning district to R-20 zoning district. The parcel identification number is 4726-68-9662 and the property consists of approximately 10.6 acres. Mrs. Braswell provided definitions of each zoning district:

1. **AR-30 Rural Residential District** is established to protect rural and undeveloped land from premature development at densities that are inconsistent with the County's adopted policy guidance. The district is also intended to protect established and future agricultural and forestry activities.
2. **R-20 Mixed Residential District** has a neighborhood-scale or character with individual developments arranged along major transportation corridors and within designated areas proximate to municipal areas. The district allows a wide variety of dwelling unit types at moderate densities of around two units per acre, though densities may be increased based on open space provision and design quality. Residential neighborhoods include a variety of different lot sizes and housing types to promote diverse housing options for County residents.

Site photos were taken by Planning staff on August 4, 2023. Mrs. Braswell explained the Board shall make a recommendation on the application per Section 2.3.7 H Review Criteria of the Unified Development Ordinance and in making the recommendation the Board shall prepare a written statement of the application's consistency. Mrs. Braswell provided an explanation of the recommendation process.

- Planning Board makes favorable/unfavorable recommendation.
- Recommendation is forwarded to the Board of Commissioners.
- Commissioners have the option to send the case back to the Planning Board for additional review or call for public hearing in September.





## PLANNING & INSPECTIONS

- Public hearing is held by the Board of Commissioners in October for final vote to approve/disapprove the rezoning request.

Mr. Billy Dew, an adjacent property owner, asked Mr. Daughtridge what types of homes would be placed on the property. Mr. Daughtridge responded these will be single family dwellings similar to the two existing homes which front Colonial Rd; these are \$200, 000 homes. Mr. Dew also asked if homes would be rented or purchased. Mr. Daughtridge answered the plan is to sell. Mr. Shuhum stated he was concerned about property value and he was satisfied with Mr. Daughtridge's response to Mr. Dew. Mr. Dew stated he felt the property was meant to be farm land and should remain as such. Mr. Smith responded county water is available in that area which was established for development versus watering of crops. Mrs. Parker asked where Mr. Dew and Mr. Shuhum's property was in relation to the rezoning request. Each verified location was adjacent to Mr. Daughtridge's property. Mr. Dew asked if all adjacent property owners, including those across the street were notified to which Mrs. Braswell responded yes. He asked about Mr. Quincy in particular and Mrs. Braswell verified a letter was indeed mailed to Mr. Quincy. Mr. Brinkley stated he had no issues with rezoning the property especially if homes would be of decent value as Mr. Daughtridge stated. Mrs. Braswell explained Mr. Daughtridge will come back to the Planning Board for approval of the preliminary plat if rezoning is approved. **Mr. Smith made the motion to forward request to the Board of Commissioners with a favorable recommendation including a written statement that the application is consistent with the County's adopted policy guidance. Mr. Brinkley seconded the motion which passed unanimously (4-0).**

MEMBERS	YES	NO
ADA BARNES MORGAN	X	
MICHAEL BRINKLEY	X	
EDNA PARKER	X	
JOHN SMITH	X	

### 5. Other Business

Mrs. Braswell informed the Board a workshop conducted by Chad Meadows, Planning Consultant, will take place on September 18, 2023 at 6pm.





## PLANNING & INSPECTIONS

### **6. Adjournment**

**Mr. Brinkley made a motion to adjourn the meeting. Mr. Smith seconded the motion and the meeting was adjourned.**

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Jonathan Melvin, Chair

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Katina Braswell, Planning Director



SUMMARY OF RELEASES & AFTERLIST FOR THE MONTH OF JULY 2023

<b>Total Annual Releases - 2023 Levy</b>	<b>\$</b>	<b>-</b>
<b>Total Annual Billing - 2023 Levy</b>	<b>\$</b>	<b>29,914,295.96</b>

Respectfully submitted,

*Tarasa M Lewis*  
Tax Administrator





# After-List and Release Monthly Summary

## AFTER-LISTS 2023 LEVY

	JULY	Thru Current Month
REAL	\$ 2,702,677.354.00	\$ 2,702,677.354.00
PERSONAL	\$ 719,379.014.00	\$ 719,379.014.00
CO. WIDE	\$ 26,635,315.95	\$ 26,635,315.95
DOG	\$ 6,166.00	\$ 6,166.00
FIRE DISTRICT	\$ 1,260,810.81	\$ 1,260,810.81
SOLID WASTE	\$ 1,015,800.00	\$ 1,015,800.00
CONETOE	\$ 33,378.45	\$ 33,378.45
MACCLESFIELD	\$ 57,619.78	\$ 57,619.78
PINETOPS	\$ 287,648.70	\$ 287,648.70
PRINCEVILLE	\$ 225,415.01	\$ 225,415.01
SHARPSBURG	\$ 47,201.60	\$ 47,201.60
LEGGETT	\$ 10,166.87	\$ 10,166.87
SPEED	\$ 12,378.91	\$ 12,378.91
WHITAKERS	\$ 79,600.15	\$ 79,600.15
DRAINAGE DIST	\$ 36,423.09	\$ 36,423.09
PENAL TY	\$ 58,557.60	\$ 58,557.60
GARNISHMENT		
ADVERTISEMENT		
GAP	\$ 147,813.04	\$ 147,813.04
TOTAL	\$ 29,914,295.96	\$ 29,914,295.96

## RELEASES- 2023 LEVY

	JULY	Thru Current Month
REAL	\$ -	\$ -
PERSONAL	\$ -	\$ -
CO. WIDE	\$ -	\$ -
DOG	\$ -	\$ -
FIRE DISTRICT	\$ -	\$ -
SOLID WASTE	\$ -	\$ -
CONETOE	\$ -	\$ -
MACCLESFIELD	\$ -	\$ -
PRINCEVILLE	\$ -	\$ -
SHARPSBURG	\$ -	\$ -
LEGGETT	\$ -	\$ -
SPEED	\$ -	\$ -
DRAINAGE DIST	\$ -	\$ -
PENAL TY	\$ -	\$ -
GARNISHMENT	\$ -	\$ -
ADVERTISEMENT	\$ -	\$ -
TOTAL	\$ -	\$ -

## RELEASES FOR BACK YEARS

	2022	2021	2020	2019	2018	2017
REAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PERSONAL	\$ 11,968.00	\$ -	\$ -	\$ -	\$ -	\$ -
CO. WIDE	\$ 113.70	\$ -	\$ -	\$ -	\$ -	\$ -
DOG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FIRE DISTRICT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SOLID WASTE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONETOE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PINETOPS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PRINCEVILLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SHARPSBURG	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPEED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WHITAKERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DRAINAGE DIST	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GARNISHMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADVERTISEMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PENAL TY	\$ 11.37	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 125.07	\$ -	\$ -	\$ -	\$ -	\$ -



	2016	2015	2014	2013		
REAL	\$	\$	\$	\$		
PERSONAL						
CO. WIDE						
DOG	\$	\$	\$	\$		
FIRE DISTRICT	\$	\$	\$	\$		
SOLID WASTE	\$	\$	\$	\$		
CONETOE	\$	\$	\$	\$		
PRINEVILLE	\$	\$	\$	\$		
SHARPSBURG	\$	\$	\$	\$		
SPEED	\$	\$	\$	\$		
DRAINAGE DIST	\$	\$	\$	\$		
GARNTISHMENT	\$	\$	\$	\$		
ADVERTTISEMENT	\$	\$	\$	\$		
PENALTY	\$	\$	\$	\$		
TOTAL	\$	\$	\$	\$		



## Public Utilities & GAP Monthly Summary

### 2023 LEVY PUBLIC UTILITIES

	Oct-23	Fiscal
Real		
Personal	\$ -	\$ -
Co. Wide	\$ -	\$ -
Fire Districts	\$ -	\$ -
Conetoe	\$ -	\$ -
Princeville	\$ -	\$ -
Sharpsburg	\$ -	\$ -
Speed	\$ -	\$ -
Leggett	\$ -	\$ -
Pinetops	\$ -	\$ -
Macclesfield	\$ -	\$ -
Whitakers	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>

### 2023 LEVY GAPS

	Jul-23	Fiscal
Real		
Personal		\$ -
Co. Wide	\$ 135,739.05	\$ 135,739.05
Fire Districts	\$ 6,384.18	\$ 6,384.18
Conetoe	\$ 416.07	\$ 416.07
Princeville	\$ 2,578.79	\$ 2,578.79
Sharpsburg	\$ 359.51	\$ 359.51
Speed	\$ 36.59	\$ 36.59
Leggett	\$ 4.23	\$ 4.23
Pinetops	\$ 1,511.05	\$ 1,511.05
Macclesfield	\$ 387.45	\$ 387.45
Whitakers	\$ 416.12	\$ 416.12
<b>Total</b>	<b>\$ 147,813.04</b>	<b>\$ 147,813.04</b>



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## MEMORANDUM

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**To:** Board of Commissioners

**From:** Eric Evans



**Subject:** Contracts

**Date:** September 5, 2023

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Attached is a list of the contracts. Per our budget ordinance, the board of commissioners must approve all contracts over \$50,000 and those under are provided for information.

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Contracts for September 5, 2023 Commissioners' Meeting					
Vendor Name	Contract Amount	Service Description	Dept.		
Smith Gardner Inc.	\$180,000	For engineering and environmental services for various projects at the landfill.	Solid Waste		
The Wooten Company	Contract Amendment #3; increases contract by \$125,000 to new total of \$820,000	Engineering and construction monitoring services for W/S District 6 Infrastructure project. C/O due to additional funds received and project expanded	Utilities		
Owens Roofing Inc.	\$904,620	Roof replacement at the Detention Center. Note, this project was enabled by ARPA funds.	Maintenance		
LTR Intermediate Holdings, Inc. DBA Central Carolina Holdings, LLC	\$85,000	For recycling and disposal. Note, this is a renewal of a contract previously held by ECVC. Central Carolina Holdings bought out ECVC	Solid Waste		
Contracts Approved by the County Manager – For Information					
Best, Lawrence Law, PA.	\$42,500	Legal services for Child Support program. Note this is for part of the year until the new DSS-Attorney is hired	Social Services		
Nutrition Plus	\$20,000	Nutritional Services for the WIC program	Health Dept.		
Vidant Medical Group	\$3,900	Contract for physician to supervise our Family Nurse Practitioner in Child Health	Health Dept.		



Work Order No. EDGECOMBE-23-1, 2, & 3

**FY 2023-24 Annual Services**

**WORK ORDER NO. EDGECOMBE-23-1, 2, & 3**

**SUPPLEMENTAL AGREEMENT TO**

**MASTER SERVICES AGREEMENT**

**BETWEEN**

**EDGECOMBE COUNTY, NORTH CAROLINA**

**AND**

**SMITH GARDNER, INC.**

**DATED July 3, 2023**

This Work Order Constitutes a Supplemental Agreement to the Master Services Agreement (dated July 3, 2023). **Exhibits A and B** of this Work Order present information relevant to the contracted consulting services and **Exhibit C** includes a copy of the referenced Master Services Agreement. After review of the document and Exhibits, the Work Order Authorization should be signed, dated and returned to Pieter K. Scheer, P.E. of Smith Gardner, Inc. (S+G).

SMITH GARDNER, INC.



Work Order No. EDGECOMBE-23-1, 2, & 3

## WORK ORDER AUTHORIZATION

This is to acknowledge that CLIENT has received the documents listed below, which are attached and incorporated herein, and that Smith Gardner, Inc. (S+G) is hereby authorized to provide the Services to which they relate.

**Work Order Documents:**     **Exhibit A - Description of Consulting Services**  
   **Exhibit B - S+G Proposal**  
   **Exhibit C - Copy of Master Services Agreement**

This Work Order constitutes a Supplemental Agreement to the Master Services Agreement by and between the CLIENT and Smith Gardner, Inc., dated July 3, 2023.


**EDGECOMBE COUNTY, NORTH CAROLINA**

**"CLIENT"**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**SMITH GARDNER, INC.**

**"S+G"**

By:   
5B6B31996A674D7...  
Name: Pieter K. Scheer, P.E.  
Title: Vice President  
Date: July 18, 2023

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Linda Barfield  
Chief Financial Officer

SMITH GARDNER, INC.



Work Order No. **EDGECOMBE-23-1, 2, & 3****EXHIBIT A****DESCRIPTION OF CONSULTING SERVICES**

<b>Project Title:</b>	FY 2023-24 Annual Services
<b>Project Location:</b>	Edgcombe County Landfill Facility
<b>S+G Project Nos.:</b>	<p>EDGECOMBE-23-1: FY 2023-24 Engineering and Operations Services (Project Manager: Pieter K. Scheer, P.E.)</p> <p>EDGECOMBE-23-2: FY 2023-24 Environmental and Compliance Services (Project Manager: Joan A. Smyth, P.G.)</p> <p>EDGECOMBE-23-3: FY 2023-24 Landfill Gas and Air Quality Services (Project Manager: Pieter K. Scheer, P.E.)</p>
<b>Scope:</b>	See attached proposal, Exhibit B.
<b>Schedule:</b>	July 1, 2023 – June 30, 2024
<b>Reports and Submittals:</b>	See attached proposal, Exhibit B.

**Basis of Compensation:** For Services performed under this Work Order, CLIENT shall pay S+G compensation on the basis indicated per the standard fee schedule in the **attached proposal, Exhibit B.**

<u>  X  </u>	Time and Materials
<u>  X  </u>	Not to Exceed
<u>      </u>	Lump Sum

The following is the estimated budget for each major task; each of which will have a separate project number. S+G will notify the CLIENT prior to exceeding the total budget amount.

1. FY 2023-24 Engineering and Operations Services	\$39,000
2. FY 2023-24 Environmental and Compliance Services	\$81,000
3. FY 2023-24 Landfill Gas and Air Quality Services	<u>\$60,000</u>
<b>Total</b>	<b>\$180,000</b>



**Work Order No. EDGECOMBE-23-1, 2, & 3**

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Work Order No. EDGECOMBE-23-1, 2, & 3

**EXHIBIT B**

**S+G PROPOSAL (INCLUDING STANDARD FEE SCHEDULE)**

SEE ATTACHED

SMITH GARDNER, INC.



**Work Order No. EDGECOMBE-23-1, 2, & 3**

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July 18, 2023

Ms. Gloria Moseley, Director  
Edgecombe County Solid Waste Department  
2861 Colonial Road  
Tarboro, NC 27886  
[gloriamoseley@edgecombeco.com](mailto:gloriamoseley@edgecombeco.com)

**RE:     Edgecombe County - Solid Waste Department  
         FY 2023-24 Engineering & Environmental Services Proposal**

Dear Gloria:

Smith Gardner, Inc. (S+G) is pleased to provide this proposal for engineering and environmental services to be performed by S+G during FY 2023-24 for the County's landfill facility. Engineering and environmental services tasks defined herein are as listed below.

Task
<b>1. FY 2023-24 Engineering and Operations Services</b> A. Annual Survey and Capacity Evaluation B. Leachate Seep Assistance C. Miscellaneous Engineering and Operations Services (On-Call)
<b>2. FY 2023-24 Environmental and Compliance Services</b> A. Water Quality Monitoring and Reporting – Semi-Annual (2 Events) B. Landfill Gas Monitoring and Reporting – Quarterly (4 Events) C. NPDES Stormwater Monitoring and Reporting D. Miscellaneous Environmental and Compliance Services (On-Call)
<b>3. FY 2023-24 Landfill Gas and Air Quality Services</b> A. Air Permit Compliance Services B. Greenhouse Gas (GHG) Reporting C. Landfill Gas Collection System Operations and Maintenance

The following presents the scope of services (by task) and budget for the above-listed services. Schedules for particular tasks are identified within the scope.



Ms. Gloria Moseley  
July 18, 2023  
Page 2 of 6

## **SCOPE OF SERVICES**

### **1. FY 2023-24 Engineering and Operations Services**

#### **A. Annual Survey and Capacity Evaluation**

This work will include a survey (to be performed by S+G using UAV technology in the first or second quarter of each calendar year) and capacity study of the active landfill unit. S+G will perform: 1) an evaluation of the volume filled between the current year and prior year surveys and 2) an evaluation of airspace utilization and remaining capacity/life. S+G will prepare a letter report for the County which summarizes this information, provides the information needed for the annual facility report, and identifies areas which are over or under-filled. One meeting to discuss the report is included. Note that the active borrow area(s) will be included every two years.

*Schedule: Submittal by July 15<sup>th</sup> each year.*

#### **B. Leachate Seep Assistance**

S+G understands that the County has recently had issues with leachate seeps on side slopes and in other locations generally around the perimeter of the landfill. The primary area of concern has been on the northwest side of the landfill near the active C&D disposal area. S+G will work with the County to identify an appropriate solution to correct this issue. We expect this will be a staged approach starting with activities which can be performed by County staff. Should those not prove successful, additional measures can be recommended. Note that additional budget will be required should engineering design and/or bid/contract documents be required.

*Schedule: As Needed.*

#### **C. Miscellaneous Engineering and Operations Services (On-Call)**

Upon request by the County, S+G will perform miscellaneous engineering and operations services throughout the year including planning and budgeting, financial assurance documentation, operations assistance, surveying, and other tasks that require assistance from S+G. Periodic permitting and compliance activities associated with the County's yard waste/compost and borrow areas would also be covered under this task.

Related to operations assistance, S+G has on staff experienced landfill operations personnel who can assist the County with operations and equipment issues and/or training.

*Schedule: As Needed.*



Ms. Gloria Moseley  
July 18, 2023  
Page 3 of 6

## **2. FY 2023-24 Environmental and Compliance Services**

### **A. Water Quality Monitoring and Reporting**

S+G will perform semi-annual water quality sampling events at the landfill. Based on the previous monitoring reports and the 2016 Corrective Action Evaluation Report, we understand that the County is currently performing remediation which includes prior installation of a French drain system and Monitored Natural Attenuation (MNA) to address water quality exceedances. We further understand that, although the site is performing remediation, only Appendix I monitoring parameters, 1,4 dioxane, tetrahydrofuran, and MNA parameters are required for monitoring. Additionally, NCDEQ has required all landfills to collect and analyze samples for per- and polyfluoroalkyl substances (PFAS) constituents by (currently draft) EPA Method 1633.

#### *Monitoring Network*

We understand the monitoring network consists of 11 water quality monitoring wells including 3 background wells (MW-3B, MW-9A and MW-4) and 8 downgradient wells (MW-5, MW-6, MW-11, MW-12, MW-13, MW-14, MW-15, and MW-16) and three (3) surface water monitoring locations (SW-1 through SW-3). Additionally, water levels are collected from +/-16 additional locations, several of which are across Jerry's Creek.

#### *MNA Parameters*

We understand that MNA parameters are monitored in wells MW-5, MW-12, MW-15 and MW-16 every 18 months. Based on the January 2021 water quality report, which included MNA parameters, it is likely that these parameters were also monitored in July 2022, although we could not confirm this as this report is not currently on the NC Department of Environmental Quality (DEQ) Laserfiche website. Based on this, we assume that MNA sampling will be required again in January 2024.

#### *Reporting*

Upon receipt of the analytical report for each event (prepared by a qualified subcontract laboratory), S+G will prepare a water quality monitoring report for submittal to the County and the DEQ. These reports will include a potentiometric surface map, a summary of sampling activities and laboratory test results, and a copy of the laboratory data.

*Schedule:*      *Semi-Annually (Sampling in July/August 2023 and January 2024).*

### **Anticipated/Suggested Changes in FY 2023-24**

#### *Proposed Reduction in Water Level Monitoring*

There are +/-16 piezometers that are currently monitored for water levels around the facility. We believe a request should be made to the DEQ to remove the following piezometers from semi-annual water level measurements: MW-10, P-1, P-18, MW-5S and MW-5D, P-12, P-35, P-34, P-15, P-47. This will allow some reduction in field time necessary to monitor the site, although some of that may be needed for PFAS sample collection as PFAS sampling requires special handling.



Ms. Gloria Moseley  
July 18, 2023  
Page 4 of 6

**B. Landfill Gas Monitoring and Reporting**

S+G will perform quarterly monitoring of eleven (11) landfill gas (LFG) monitoring wells (GW-1R, 2R, 3, 4, 5, 6, 7, 8, 9, 10R and 11R) and designated facility structures (if any) in accordance with the approved monitoring plan. Reporting will follow DEQ requirements. S+G can also provide training and/or support to County staff should the County wish to perform LFG monitoring and reporting.

*Schedule: Quarterly.*

**C. NPDES Stormwater Sampling and Reporting**

We suggest that site personnel continue to perform monthly National Pollutant Discharge Elimination System (NPDES) stormwater sampling for locations under Tier 2 or Tier 3 requirements. S+G will assist with reporting for the facility on a monthly basis assuming one or more stormwater discharge outfalls at the site are in Tier 2 or Tier 3 status as well as preparing responses to exceedances such as required corrective action plans. Sampling will revert to quarterly once each monitored outfall returns to Tier 1 status. S+G will provide training and assistance as needed.

*Schedule: Monthly (assumed).*

**D. Miscellaneous Environmental and Compliance Services (On-Call)**

Upon request by the County, S+G will perform miscellaneous environmental and compliance services throughout the year including planning and budgeting, NPDES corrective action plans, out-of-scope environmental sampling and analysis, potential responses to PFAS detections (if necessary), and other tasks that require assistance from S+G.

*Schedule: As Needed.*

**3. FY 2023-24 Landfill Gas and Air Quality Services**

**A. Air Permit Compliance Services**

S+G will assist the County with reporting and documentation required by the County's Air Permit (Permit No. 10196R02). We understand that this permit is set to expire July 31, 2024. S+G will review the continued need for the permit with the County and NCDEQ and will assist the County with renewal or rescission of the permit as appropriate. A permit renewal application is due no later than May 1, 2024 and must be accompanied by an air emission inventory for calendar year 2023.

*Schedule: Reporting and Documentation - As Needed. Permit Renewal or Rescission Request - April 15, 2024.*



Ms. Gloria Moseley  
July 18, 2023  
Page 5 of 6

**B. Greenhouse Gas (GHG) Reporting**

S+G will complete annual greenhouse gas (GHG) reporting required by 40 CFR Part 98, Subpart HH- Mandatory Greenhouse Gas Reporting. These reports are due to be submitted to EPA on March 31<sup>st</sup>.

Schedule:      *Submittal by March 15<sup>th</sup> each year.*

**C. Landfill Gas Collection System Operations and Maintenance**

S+G will conduct monitoring and adjustment of the LFG collection system (approximately 48 active extraction wells and blower-flare station) on a monthly basis. During each site visit, S+G will perform minor repairs (hose replacement, etc.) as practical. As necessary, S+G will assist the County in trouble shooting, coordinating preventive maintenance by contractors, and major repairs to or replacement of system components.

S+G will work with the County to minimize the potential for emergency services. However, should unexpected events or situations arise with the LFG collection system (or other areas of the landfill facility), S+G has adequate staff and outside resources to be able to respond quickly.

As part of this activity and as requested by the County, S+G will perform an inspection of the landfill cover on a quarterly basis and provide annual documentation for the County's records. Any issues (erosion, seeps, etc.) observed will be identified to the County for correction.

If the County wishes to perform activities involved with this task, S+G can provide training and assistance as needed.

Schedule:      *Monthly.*

**BUDGET**

S+G proposes to undertake the above scope on a time and materials basis for the not to exceed budget amounts as shown in the table below. Please also refer to our current fee schedule which is **attached**. S+G will keep the County informed of our budget status and will not exceed the proposed budget without prior approval.



Ms. Gloria Moseley  
 July 18, 2023  
 Page 6 of 6

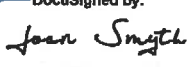
Task	Budget
<b>1. FY 2023-24 Engineering and Operations Services</b>	
A. Annual Survey and Capacity Evaluation	\$9,000
B. Leachate Seep Assistance	\$15,000
C. Miscellaneous Engineering and Operations Services (On-Call)	\$15,000
<b>Subtotal:</b>	<b>\$39,000</b>
<b>2. FY 2023-24 Environmental &amp; Compliance Services</b>	
A. Water Quality Monitoring and Reporting – Semi-Annual (2 events) (Note 1)	\$50,000
B. Landfill Gas Monitoring & Reporting – Quarterly (4 events) (Note 2)	\$6,000
C. NPDES Stormwater Monitoring and Reporting (Note 2)	\$15,000
D. Miscellaneous Environmental and Compliance Services (On-Call)	\$10,000
<b>Subtotal:</b>	<b>\$81,000</b>
<b>3. FY 2023-24 Landfill Gas and Air Quality Services</b>	
A. Air Permit Compliance Services	\$6,000
B. Greenhouse Gas (GHG) Reporting	\$4,000
C. Landfill Gas Collection System Operations and Maintenance	\$50,000
<b>Subtotal:</b>	<b>\$60,000</b>
<b>Total Budget:</b>	<b>\$180,000</b>

**Notes:**

1. Cost for this subtask includes approximately \$18,000 for analysis of PFAS [new FY 2023-24 requirement].
2. The budget for these tasks can be reduced if performed in part by County staff.

Smith Gardner, Inc. appreciates the opportunity to be of service to Edgecombe County. If you should have any questions, or require additional information, please contact us at your earliest convenience.

Sincerely,  
**SMITH GARDNER, INC.**

DocuSigned by:  
  
 B9779EBA711F488...

Joan A. Smyth, P.G.  
 Vice President, Senior Hydrogeologist  
[joan@smithgardnerinc.com](mailto:joan@smithgardnerinc.com)

DocuSigned by:  
  
 5B6B31996A674D7...

Pieter K. Scheer, P.E.  
 Vice President, Senior Engineer  
[pieter@smithgardnerinc.com](mailto:pieter@smithgardnerinc.com)

Attachment: S+G Fee Schedule

cc: Mike Brinchek, P.E., S+G  
 Matt Lamb, S+G



# SMITH+GARDNER

ENGINEERS



Raleigh, NC



Columbia, SC

## 2023 FEE SCHEDULE

### Staff Professional

**President**, Senior Engineer - Stacey A. Smith, P.E.\*\*  
**Vice President**, Senior Project Manager - John M. Gardner, P.E.\*\*  
**Vice President**, Senior Engineer - Pieter K. Scheer, P.E.\*\*  
**Vice President**, Senior Geologist - C. Kevin Anderson, P.G.\*\*  
**Vice President**, Senior Hydrogeologist - Joan A. Smyth, P.G.\*\*  
**Principal**, Senior Project Manager - W. Michael Brinczek, P.E.\*\*  
**Principal**, Senior Project Engineer - Gregory G. Mills, P.E.\*\*  
**Principal**, Senior Civil Designer - Christopher T. Jones\*\*  
 Senior Project Manager - Jon M. Dietz, Ph.D.  
 Senior Project Manager - Gregory T. Farrell, P.E.  
 Senior Geologist - Bobby J. Wolf, P.G.  
 Senior Surveyor - Uljas J. Murphy, P.L.S. → (UAS)  
 Senior Scientist - Matthew S. Lamb\*\*  
 Senior Project Engineer - Mark F. Hafenmaier, P.E.  
 Project Engineer - John R. Fearrington, P.E.\*\*  
 Project Engineer - Spencer W. Hollomon, P.E.\*\*  
 Project Engineer - Jesse C. Li, P.E.  
 GIS Analyst - Jason D. McMahon, GISP\*\* (UAS)  
 Management Consultant - D. Scott Bost  
 Project Geologist - Clyde A. L. "CAL" Easter, P.G.  
 Staff Engineer - Jonathan A. Hayes, EI\*\* (UAS)  
 Project Geologist - Seth C. Rickerts, P.G.  
 Staff Engineer - Matthew M.A.C. "Mac" Jones, EI  
 Project Manager - Lou J. Krasuski@@  
 Civil Designer - Robert V. Maynard  
 Field Services Manager - Byron S. Hackney\*\*  
 Field Services Manager - Britt P. Ransom\*\* (AAI)  
 Systems Administrator - Sam T. Spencer \*\* (UAS)  
 Construction Manager - Troy D. Mitchell\*\* (UAS)  
 CAD Designer - L. Hal Blevins, III  
 Staff Engineer - Aubrie C. Miller  
 CAD Technician - Jacob Griffith  
 Environmental Technician - Joshua C. Rue  
 CAD Technician - Michael A. Cruse  
 Environmental Technician - Kyle M. Bonnett  
 Environmental Technician - Daniel J. Pantaleo  
 Environmental Technician - Matthew Staggs  
 Staff Technician  
 Clerical/Administrative Secretary  
 Expert Witness/Legal Services

### Hourly Billing Rates\*

\$265/hour  
 \$250/hour  
 \$240/hour  
 \$200/hour  
 \$195/hour  
 \$210/hour  
 \$150/hour  
 \$150/hour  
 \$215/hour  
 \$190/hour  
 \$185/hour  
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 \$115/hour  
 \$110/hour  
 \$102/hour  
 \$100/hour  
 \$95/hour  
 \$95/hour  
 \$85/hour  
 \$80/hour  
 \$80/hour  
 \$80/hour  
 \$65/hour  
 \$50/hour  
 Negotiated

### Reproduction Expenses

Small Format (B size or smaller)	Black & White	\$0.10 per page
	Color	\$0.40 per page
Large Format (C size or larger)		\$4 per sheet

### Equipment

see Rate Sheet

### Expenses & Fees

Direct Project Expenses

Cost + 10%

\* Rates are subject to review annually.

\*\* Employee Owner

\*\*\* Accredited Asbestos Inspector (AAI) Services

+\$15/hour to rate

\*\* FAA Small Unmanned Aircraft Systems (UAS) Certificate & NC Commercial UAS Operator Permit Holder

+\$15/hour to rate

@ Federal Reference Method 9 Visible Emissions Evaluator

+\$15/hour to rate



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**Work Order No. EDGECOMBE-23-1, 2, & 3**

**EXHIBIT C**

**COPY OF MASTER SERVICES AGREEMENT**

**SEE ATTACHED**

SMITH GARDNER, INC.



**Work Order No. EDGECOMBE-23-1, 2, & 3**

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**SMITH + GARDNER**

## MASTER SERVICES AGREEMENT

This Master Services Agreement ("Agreement") is made this 3<sup>rd</sup> day of July, 2023, by and between Edgemcombe County, North Carolina ("Client") and Smith Gardner, Inc. ("S+G").

### Scope of Services and Project Description

S+G agrees to furnish the Services set forth in S+G's Proposal(s) and/or Work Order(s) as subsequently referenced to this Agreement. The Scope of Services for the Project(s) is/are set forth within each Proposal or Work Order ("Services").

### Estimated Schedule of Services

This Agreement shall be valid for a period of 3 year(s), provided, however, that this Agreement shall continue to govern Proposal(s) and Work Order(s) executed pursuant hereto notwithstanding the expiration of the term of this Agreement. This Agreement may be renewed for successive 1 year terms by written agreement of Client and S+G.

### Basis of Compensation

For Services performed by S+G pursuant to Proposal(s) or Work Order(s) executed pursuant to this Agreement, Client shall pay S+G on the basis set forth in each such Proposal or Work Order and in accordance with the Compensation and Payment terms set forth herein. Unless otherwise stated in the Proposal or Work Order, Client shall pay S+G compensation based on the Standard Fee Schedule as periodically revised and attached to each Proposal or Work Order.

### Extent of Agreement

This Agreement, including the General Conditions hereof, the materials enumerated below (each of which is incorporated herein by reference), and Proposal(s) and Work Order(s) subsequently executed pursuant to the Agreement, constitute the entire agreement between the Client and S+G. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties. Any Work Order implemented under this Agreement shall be in writing and signed by authorized representatives of the Client and S+G.

*(List here all other contract documents to be part of the Agreement as appropriate; e.g., remedial action plan; administrative/consent order; any specifications; etc.)*



**General Conditions****SMITH GARDNER, INC.****Proposals and Work Orders**

Any Proposal or Work Order(s) submitted by S+G for the performance of a proposed scope of Services shall be firm for a period of ninety (90) days. Upon the expiration of such period, S+G reserves the right to modify the proposed basis of payment and fees to allow for changing costs and to adjust the time of performance to conform to changing workloads.

Except in the case of a Proposal or Work Order providing for a lump sum payment to S+G, the proposed fees set forth in all Proposals or Work Orders constitute S+G's estimate of the cost required to complete the project referenced therein.

**Changes and Delays**

Client reserves the right to request S+G to perform Services beyond those which were originally specified and agreed to in this Agreement and related Proposal(s) or Work Order(s) or to change, alter, add to or deduct from the Services required. Client shall notify S+G and request a proposal for a Change Order covering such Services. Unless a change in Services is authorized by Change Order or Work Order, S+G will not proceed to execute the changed Services, except in case of a emergency endangering life or property, in which case S+G shall proceed and Client shall execute a Change Order for any additional compensation or extension of time claimed by S+G on account of emergency Services. Any change or adjustment in the compensation or time extension shall be specifically stated in said Change Order. Prior to issuance of any Change Order, the parties through their authorized representatives, shall negotiate in good faith the monetary amount by which the contract compensation shall be increased or decreased as a result of the proposed Change Order.

Cost and schedule commitments contained in S+G's Proposal(s) or Work Order(s) shall be subject to renegotiation for unreasonable delays caused by the Client's failure to provide facilities or information or for delays caused by events beyond S+G's control, including acts or failure to act by any governmental agency. S+G shall be entitled to an adjustment to the cost and schedule if Services stoppage or interruption caused by any of the above result in additional costs beyond that identified in S+G's Proposal(s) or Work Order(s).

**Standard of Care**

S+G shall perform its Services consistent with that level of care and skill ordinarily exercised by professionals practicing in the same or similar locality as the project for which the Services are performed and under the same or similar circumstances ("Standard of Care"). The Standard of Care is not a warranty or guarantee. S+G shall perform the Services as expeditiously as is consistent with the Standard of Care and the orderly progress of the project for which the Services are performed.

S+G neither makes nor offers, nor shall S+G be liable to Client for, any express or implied warranties with respect to the performance of Services. Estimates of cost, approvals, recommendations, opinions and decisions by S+G are made on the basis of S+G's experience, qualifications, and professional judgment and are not guaranteed. S+G shall not be regarded as a guarantor with respect to any work product provided to Client.

**Client's Responsibilities**

Client agrees to: (I) assist and cooperate with S+G in any manner necessary and within its ability to facilitate S+G's performance under this Agreement; (II) provide legal access to and/or obtain permission for

S+G to enter upon all property, whether or not owned by Client, as required to perform and complete the Services; (III) provide S+G with all information known or which should reasonably be known by Client concerning the current use of all project sites, and the nature and existence of any hazardous substances on, in, or adjacent to all project sites, including any analytical reports of soils or groundwater conditions, and prior to any boring, drilling, and/or excavation work at any project site, identify all underground obstructions or utilities; (IV) to the extent required by law, the Client shall report regulated conditions, including, without limitation, the discovery or existence of any hazardous substances at the project site(s) to the appropriate public authorities in accordance with applicable law.

**Compensation and Payment**

Invoices will be submitted on a monthly basis and are payable within thirty (30) days of invoice date. Unpaid balances shall be subject to a late payment charge at the maximum permissible rate under state law, starting 31 days from invoice date. In addition, S+G may, after giving seven (7) days written notice to Client, suspend Services under this Agreement without liability until all amounts due for Services and expenses have been paid in full. Failure to make payment within the time limits set forth in this section is a material breach and excuses S+G from any further performance under this Agreement.

Client acknowledges that S+G, from time to time, retains independent Professional and Technical labor on a temporary basis to meet peak work load demands. Client agrees that such labor will be billed in accordance with the Standard Fee Schedule attached to each Proposal or Work Order made a part of this Agreement.

**Limitation of Liability**

In no event shall the total liability of S+G, its shareholders, directors, officers, employees, and affiliates exceed \$100,000 for claims involving toxic, pollutant, or hazardous substances or conditions. In no event shall the total liability of S+G, its shareholders, directors, officers, employees, and affiliates for all other claims, losses, damages, costs, or expenses (including but not limited to those arising from professional acts, errors, or omissions) exceed \$1,000,000.

In no event shall S+G, its shareholders, directors, officers, employees, and affiliates be liable for any indirect, special, consequential, incidental (excepting attorneys' fees which may be available pursuant to the indemnification section of this Agreement), punitive, or multiple damages of any nature whatsoever, including but not limited to lost profits.



**General Conditions****SMITH GARDNER, INC.****Indemnification**

To the fullest extent permitted by law, subject to the Limitation of Liability section above, S+G shall indemnify and hold harmless Client and Client's employees, agents, and independent contractors, against liability for third-party claims, demands, causes of action, damages, penalties, fines, and liabilities, including but not limited to reasonable attorneys' fees incurred by the persons and entities indemnified by this section in connection therewith, to the extent caused by the negligence of S+G, its employees, agents, or others for whose negligent acts or omissions S+G is legally liable.

To the fullest extent permitted by law, Client shall indemnify and hold harmless S+G and S+G's employees, agents, and independent contractors against liability for third-party claims, demands, causes of action, damages, penalties, fines, and liabilities, including but not limited to reasonable attorneys' fees incurred by the persons and entities indemnified by this section in connection therewith, to the extent caused by the negligence of Client, its employees, agents, or others for whose negligent acts or omissions Client is legally liable.

Client acknowledges that S+G has not created, generated, or contributed to the creation, generation, or existence of any hazardous or toxic material, or any other type of environmental hazard, contamination, or pollution, whether latent or patent, or to the release thereof, or the violation of any law or regulation relating thereto, at all project sites prior to the date on which the performance of the Services are commenced hereunder [collectively, the "Pre-existing Conditions"]. Accordingly, to the fullest extent permitted by law, Client shall indemnify and hold harmless S+G and S+G's employees, agents, independent contractors, and affiliates, and their respective successors, from and against any and all claims, demands, causes of action, damages, penalties, fines, and liabilities, including but not limited to reasonable attorneys' fees incurred by the persons and entities indemnified by this section in connection therewith, arising from or relating to Pre-existing Conditions to the extent caused by the negligence of Client, its employees, agents, or others for whose negligent acts or omissions Client is legally liable.

The provisions of this section shall survive the completion of a given Proposal or Work Order and the expiration, cancellation, or termination of this Agreement between S+G and Client.

**Insurance**

S+G has obtained policies of insurance for the following coverage during the performance of the Services: (I) Workers' compensation (statutory) and Employers' Liability coverage; (II) Commercial General Liability; (III) Automobile Liability; (IV) Professional Liability. S+G agrees to provide certificates of insurance evidencing such coverage upon request. Additional premiums and costs incurred by S+G in connection with obtaining additional or different policies of insurance shall be reimbursed by the Client as an additional project expense.

**Certification**

S+G shall not be required to execute any certification with regard to Services performed under this Agreement unless 1) S+G believes that sufficient Services have been performed by S+G to provide an adequate basis to issue the certification, 2) S+G believes that the Services performed, including all work tested or observed as part of the Services, meet the criteria of the certification, and 3) the exact form of such certification has been approved by S+G, in writing, prior to execution of a Proposal or Work Order. Any certification by S+G is limited to an expression of professional opinion regarding those facts or findings

which are the subject of the certification, and does not constitute a warranty or guaranty, either expressed or implied.

**Hazardous Materials**

Client and S+G agree that, unless described in the Proposal or Work Order, the discovery of unanticipated hazardous, toxic, or dangerous materials constitutes a changed condition mandating renegotiation of the scope of the Services to be performed by S+G, the terms under which the Services are to be performed, and the charges therefore. Nothing contained in this Agreement shall be construed or interpreted as requiring S+G to assume the status of an owner, operator, or generator, under any federal or state statute governing the disposal, transportation, storage or treatment of hazardous substances or wastes. S+G shall not directly or indirectly assume title to such hazardous or toxic substances. Should the proper and lawful transportation and disposal of any such materials be required, S+G's responsibilities shall be limited to preparing manifest(s) or related documents for execution by Client and Client shall approve any facilities designated for disposal, storage or treatment.

In an emergency affecting the safety of persons or property, where it is impracticable for S+G to obtain immediate authorization from Client, S+G shall act, at its discretion, to prevent threatened damage, injury or loss. Client shall sign a Change Order for any additional compensation or extension of time claimed by S+G on account of emergency work.

**Third Party Reliance Upon Work Products**

All S+G work products are prepared solely for use by Client and shall not be provided to any other person or entity without S+G's written consent. Client shall indemnify S+G from and against any and all claims, liability, damages, actions or proceedings brought by any person or entity claiming to rely upon information or opinions contained in reports, surveys and maps, or other work products provided to such person or entity, published, disclosed or referred to without S+G's written consent.

**Relationship of the Parties**

S+G shall perform its Services under this Agreement as an independent contractor. S+G shall not, except by separate agreement or amendment, (I) specify construction procedures, manage or supervise construction, or be responsible for health and safety procedures for any parties on the job site other than S+G's own employees or subcontractors, (II) be responsible for the completion or quality of work which is dependent upon or performed by third parties not under the direct contractual control of S+G, or be responsible for their acts, omissions or any consequential damage resulting therefrom. Testing or inspection by S+G of portions of the work of other parties on a project shall not relieve such other parties from their responsibility for performing their work in accordance with applicable plans, specifications and safety requirements.

**Assignment and Subcontracts**

Neither party shall assign its interest in this Agreement without the written consent of the other except as to the assignment of proceeds. However, S+G may subcontract for the Services of others (such as drilling, laboratory, specialty contractors, etc.) without obtaining Client's consent where S+G has identified the necessity for such Services in its Proposal(s) or Work Order(s).



**General Conditions****SMITH GARDNER, INC.****Termination**

This Agreement may be terminated in whole or in part in writing by either party in the event of substantial or material failure by the other party to fulfill its obligations hereunder through no fault of the terminating party, provided that no such termination shall be effective unless the other party is given (i) not less than ten (10) days written notice of intent to terminate and (ii) an opportunity for consultation with the terminating party prior to the effective date of such termination. In the event of termination through no fault of S+G, Client shall pay S+G for Services performed prior to termination date, and for necessary expenses in connection with termination, including cost of completing files and reports necessary to document status of Services at time of termination.

**Confidential Information**

All information disclosed to S+G and identified by Client as confidential shall be treated as Confidential Information during the performance of the Services included herein and shall be treated as S+G treats its own confidential information. Such Confidential Information will be disclosed to S+G's employees, consultants and advisors as necessary to perform the Services included herein. Confidential Information shall not include (i) information which can be proven to have been publicly available at the time of receipt or which subsequently becomes publicly available through no fault of S+G or any of its officers, employees or agents, (ii) information which can be proven to have been known by S+G prior to the date hereof, (iii) information which can be proven to have been lawfully received from an unaffiliated third party without restriction on disclosure, provided such third party is not under an obligation of non-disclosure to S+G, or (iv) disclosure which can be demonstrated to have been compelled by law.

**Litigation Support**

If S+G personnel are called or subpoenaed for depositions, examination, or court appearances in any dispute or matter arising out of the Services, S+G shall be reimbursed on a time and material basis in accordance with S+G's then current standard billing rates, including researching, providing or copying files, records or other instruments of service, incurred in connection with such matters.

**Notices**

All notices and communications pertaining to this Agreement shall be to S+G's designated Project Manager or to the Principal-in-Charge of the S+G office performing the Services. Verbal communications shall be confirmed in writing.

**Governing Law**

This Agreement (including all Proposals and Work Orders issued pursuant hereto) is made in North Carolina and to the fullest extent permitted by law shall be construed and interpreted in accordance with the laws of the State of North Carolina, notwithstanding any choice of law considerations which might require application of the law of some other jurisdiction.

To the fullest extent permitted by law, any claim pertaining to or arising out of this Agreement and all Proposals or Work Orders issued hereunder shall be filed in the Trial Court Division of the General Court of Justice for the State of North Carolina, County of Edgecombe, or the United States District Court for the Eastern District of North Carolina.

**Miscellaneous**

Iran Divestment Act Certification: S+G certifies that S+G and all subcontractors are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to North Carolina General Statute (NCGS) 147-86.55-69. S+G shall not utilize any subcontractor that is identified on the List.

E-Verify: S+G shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (NCGS). Further, if S+G utilizes a subcontractor, S+G shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the NCGS.



Contract Signature Page

SMITH GARDNER, INC.

EDGECOMBE COUNTY, NORTH CAROLINA

SMITH GARDNER, INC.

"CLIENT"

"S+G"



Eric Evans  
County Manager

DocuSigned by:

Pieter Scheer

5B8B31998A674D7...

Pieter K. Scheer, P.E.  
Vice President

~~This instrument has been pre-  
audited in the manner required by  
the Local Government and Fiscal  
Control Act.~~

~~Linda Barfield  
Chief Financial Officer~~

Approved for Legal Sufficiency:

By:   
County Attorney's Office



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This is **EXHIBIT K**, consisting of **2** pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated **May 8, 2017**.

## **AMENDMENT TO OWNER-ENGINEER AGREEMENT**

### **Amendment No. 3**

**2488-GU**

The Effective Date of this Amendment is: **July 31, 2023**.

#### **Background Data**

**Effective Date of Owner-Engineer Agreement:** May 8, 2017

**Owner:** Edgcombe Water and Sewer District No. 6

**Engineer:** L.E. Wooten & Company dba The Wooten Company

**Project:** 2017 USDA-RD Water and Wastewater Improvements, WSD No.6

#### **Nature of Amendment:**

☒ Modifications of payment to Engineer

#### **Description of Modifications:**

The cost for Construction Administration and Resident Project Representative services was established based on 2017 rates. Fees updated to reflect 2023 rates and expected contract duration.

#### **Modifications of Payment to Engineer:**

Payments to Engineer shall be increased by **\$125,000.00**, divided between services as follows:

<i><b>Description</b></i>	<i><b>Fee Type</b></i>	<i><b>Original Agreement</b></i>	<i><b>Previous Amendments</b></i>	<i><b>Amendment No. 3</b></i>	<i><b>Total Agreement</b></i>
<i>Basic Services (Const. Admin.)</i>	<i>Lump Sum</i>	<i>\$379,500.00</i>	<i>\$135,000.00</i>	<i><b>\$30,000.00</b></i>	<i><b>\$544,500.00</b></i>
<i>Resident Project Representative Services</i>	<i>Hourly Rate</i>	<i>\$140,000.00</i>	<i>\$28,000.00</i>	<i><b>\$95,000.00</b></i>	<i><b>\$263,000.00</b></i>
<i>Additional Services</i>	<i>Hourly Rate</i>	<i>\$12,500.00</i>	<i>\$0.00</i>	<i><b>\$0.00</b></i>	<i><b>\$12,500.00</b></i>
<i><b>TOTAL</b></i>		<i><b>\$532,000.00</b></i>	<i><b>\$163,000.00</b></i>	<i><b>\$125,000.00</b></i>	<i><b>\$820,000.00</b></i>

#### **Agreement Summary:**

<b>Original agreement amount:</b>	<b>\$</b>	<b><u>532,000.00</u></b>
<b>Net change for prior amendments:</b>	<b>\$</b>	<b><u>163,000.00</u></b>
<b>This amendment amount:</b>	<b>\$</b>	<b><u>125,000.00</u></b>
<b>Adjusted Agreement amount:</b>	<b>\$</b>	<b><u>820,000.00</u></b>



The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

Edgecombe Water and Sewer District No. 6

By: \_\_\_\_\_

Print

Name: Leonard Wiggins

Chairman, Board of Edgecombe County

Title: Commissioners and Edgecombe Water  
and Sewer District No. 6

Date Signed: \_\_\_\_\_

ENGINEER:

L.E. Wooten & Company dba  
The Wooten Company

By: 

Print

Name: Brian Johnson, PE

Title:

Vice President

Date Signed: 8/7/23

**Agency Concurrence:**

As leader or insurer of funds to defray the cost of this Contract, and without liability for any Payments thereunder, the Agency hereby concurs in the form, content, and execution of this Amendment.

\_\_\_\_\_  
**Agency Representative**

\_\_\_\_\_  
**Name and Title (Please Print)**

\_\_\_\_\_  
**Date Signed**



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager  
**Date:** 8/30/2023  
**Re:** Detention Center Roof



Presented for consideration is a recommendation from our Architectural Firm, Oakley Collier Architects, recommending the contract award for the Detention Center Roof Project to Owens Roofing Inc. at a bid price of \$904,620.00.

As a reminder, this project is being constructed using ARPA enabled funds.

It is recommended that you approve the contract and authorize the County Manager to execute the contracts.







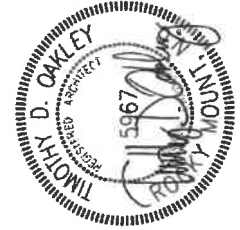
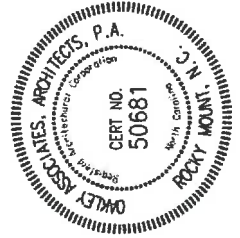
# BID TABULATION



Project: Edgecombe County Detention Center Reroofing				OCA Project #: 22036			
Edgecombe County				Bid Opening Date/Time: August 29, 2023 3:00 PM			
General Contractors:	Allied Roofing	B&M Roofing Contractors	Curtis Construction Company, Inc.	DLT Roofing, Inc.	Owens Roofing Inc.	Triangle Roofing	
GC License Number:		65027	3529	71227	24442		
Bonds:		X	X	X	X		
Receipt of Addenda:		X	X	X	X		
MBE Forms:		X	X	X	X		
Base Bid:		\$941,837.00	\$1,013,000.00	\$983,210.00	\$899,599.00		
Duration:		120	240	150	150		
Site Contractor:							
Plumbing Subcontractor:			East Coast Drainage Lic # 33115 \$19,200.00		East Coast Drainage Lic # 33115 \$19,560.00		
Mechanical Subcontractor:			Eneco East LLC Lic # 33244 \$54,750.00	Eneco East LLC Lic # 33244 \$54,750.00	Eneco East LLC Lic # 33244 \$54,570.00		
Electrical Subcontractor:			Eneco East LLC				
G-1: Coping		\$92,634.00	\$36,000.00	\$52,390.00	\$64,313.00		
G-2: Roof Ladder		\$5,800.00	\$3,000.00	\$3,800.00	\$5,021.00		
ALTERNATES							

\* Indicates apparent low bidder

I hereby certify the above information to be correct and true to the best of my knowledge.



Signature:



**STATE OF NORTH CAROLINA**  
**EDGECOMBE COUNTY**

**RECYCLING & DISPOSAL CONTRACT**

This Scrap Tire Recycling and Disposal Contract ("Contract") made and entered on this the 3<sup>rd</sup> day of July 2023 ("Anniversary Date"), by and between the **County of Edgecombe**, a political subdivision of the State of North Carolina, hereafter referred to as "County" and **LTR Intermediate Holdings, INC. /dba; Central Carolina Holdings, LLC**, located at 1616 Mckoy Town Road, Cameron, North Carolina 28326, herein after referred to as the "Contractor".

**WITNESSETH:**

WHEREAS, the County chooses to recycle its scrap tires when possible and has determined that this service can best be provided through a service contract with a qualified firm; and

WHEREAS, the Contractor is qualified to provide collection, transportation recycling and disposal of tires and other scrap rubber and has the necessary equipment, personnel, facilities, expertise, financial resources and management skills to provide a high level of service.

**1. Scrap Tire Volume Generated**

It is unknown how many scrap tires that the County receives at its landfill annually. However, the Contractor understands that the County does not control the scrap tire waste stream and that there is no guaranteed volume that will be received during the term of this Contract.

**2. Recycling and Disposal Services**

**a. Contractor Responsibilities**

The Contractor agrees to stage a van trailer at the County's designated site(s) and to transport, process, recycle or dispose of all scrap tires loaded in said trailer in accordance with all applicable state, federal, and local environmental and safety laws and regulations, permits, ordinances, and standards. Furthermore, the Contractor shall be responsible for hauling, processing, recycling and/or disposing of all scrap tires in accordance with all applicable state, federal and local environmental and safety laws, regulations, permits, ordinances and standards.

**b. County Responsibilities**



The County shall make all reasonable efforts to make available ample space at the designated site(s) in a manner acceptable to Contractor to provide for efficient handling of containers and materials contained therein.

### **3. Term**

This Contract shall be in full force and effect for a period of five (5) years from the date of execution, unless terminated earlier per Section 8 (b) with two (2) automatically extended annual renewal terms at the end of each successive term unless either party notifies the other party in writing thirty (30) days prior to the expiration of the term of their desire to terminate this contract, in which case the term shall end as scheduled at the end of that current term.

### **4. Time of Performance**

Contractor shall remove each loaded trailer in a timely manner. Non-working days shall include Saturdays and Sundays, New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day and the day after Christmas Day.

### **5. Invoices**

The Contractor shall invoice the County for scrap tires collected and transported since the previous invoice. Each invoice shall be according to the fees per Section 6. Each invoice shall include a dated listing of the loads collected and transported.

### **6. Collection Disposal Fees**

The County shall not pay to the Contractor any amount above the \$85,000.00 per fiscal year (July – June) (the "Cap") for any work performed pursuant to this Contract. If County and Contractor agree that the Cap will be exceeded during any fiscal year, a Contract Change Order may be executed each fiscal year, otherwise, the maximum amount paid to the Contractor per fiscal year shall not exceed the Cap.

The County shall pay Contractor for the work described in Section 2, including processing and transportation of all passenger and truck tires, the sum of \$85.00 per ton, with a ten (10) ton minimum per load requirement. Freight will be charged at \$635.00 per load in addition to a \$25.00 Environmental Fee charge for each trailer pulled from the County collection site(s). Off-road tires are charged at the same rate of \$85.00 per ton plus an additional \$0.20 per pound. Super Single tires will be at the same rate of \$85.00 per ton plus an additional \$0.05 per pound with no minimum tonnage. A Consumer Price Index adjustment will be calculated in March of each year and will be applied to the Contract price each year on July 1<sup>st</sup>, if mutually agreed upon by the County and Contractor. Central Carolina Holdings, LLC reserves the right to reject or apply a special handling sur-charge fee for any and all tires that appear to have



cost of obtaining, preparing, maintaining, or operating the facilities for deposit of said tires nor shall Contractor be liable or responsible for any of the cost of obtaining, preparing, maintaining or operating the location for assembly, collection, and removal of said tires.

## **8. Termination**

This Contract may be terminated according to either of the following provisions:

**a. Default:** If either party hereto deems the other party hereto to be in default of any provision hereof, the claiming party shall provide notice in writing to the defaulting party of said default. If said defaulting party fails to correct the default within twenty (20) working days from the date of notice, the other party may terminate this Contract immediately. In case of such termination, the party terminating this contract shall forthwith give the other party written notice of such termination.

**b. Mutual Agreement:** This Contract may be terminated by mutual agreement of the parties hereto, at any time.

## **9. Force Majeure**

**a. Suspension of Performance:** the performance of its duties and obligations hereunder by either party shall be suspended to the extent that such performance, in whole or in part, shall be rendered impracticable by Force Majeure.

**b. Definition:** Force Majeure – For purposes herein, Force Majeure shall be termed as any event or occurrence of any nature or kind in respect to the duties herein that is beyond the control of any occurs without the negligence of the party invoking the same, including without limitation: acts of God or of a public enemy, acts of government or governmental authority in either its sovereign or contractual capacity, wars, riots, fires, floods, explosions, epidemics, boycotts, excessive fuel prices, blackouts, strikes, labor disputes, equipment breakdowns, and any transportation problem directly affecting or inhibiting pickups.

**c. Notice:** In the event that either party hereto determines that a Force Majeure has occurred, or it is likely to occur, said party shall promptly furnish to the other party notice in writing of such Force Majeure, setting forth the nature of such problem, the anticipated effect thereof on said party's performance hereunder and when normal performance may be expected. In the event of excessive fuel prices of over the road diesel. Contractor and County will negotiate satisfactory terms for both parties involved.

**d. No Unreasonable Delay:** Any party hereto whose performance hereunder is delayed or prevented by a factor of Force Majeure, and said party subsequently invokes Force Majeure, shall take all reasonable steps to resume, with the least possible delay,



compliance with its obligations hereunder, provided that said party shall not be required to settle any strike or labor dispute on terms not acceptable to it.

## **10. Representations**

**10.1.** The Contractor represents, warrants and covenants to County that:

a. It is an entity duly organized, validly existing and in good standing under the laws of the State of North Carolina and is duly and validly qualified to conduct business and is in good standing in all jurisdictions in which such qualification is necessary.

b. The execution, delivery and performance of this Contract have been duly and validly authorized by all corporate action required to be taken and will not result in a breach of, constitute a Default under, or violate the terms of Contractor's organizational agreement, or any rule, regulation, judgement, decree, order, or agreement to which Contractor is a party or by which it may be bound.

c. Contractor shall comply with all environmental and other applicable governmental permits, guidelines and actions during the term hereof, and has paid and will pay all valid charges and assessments in connection therewith. Contractor hereby indemnifies County against any punitive or other action resulting from or associated with Contractor's failure to do so.

**10.2.** County represents, warrants and covenants to Contractor that:

a. The execution, delivery and performance of this Contract by County have been duly and validly authorized by all corporate action required to be taken and will not result in a breach of, constitute a Default under, or violate the terms of decree, order, contract or agreement to which County is a party or by which it may be bound.

## **11. Insurance**

Contractor does hereby attest that it has general liability insurance coverage (which covers all its operations including but not limited to motor vehicle transportation) in the minimum amount of one million (\$1,000,000.00) dollars. A "Certificate of Insurance" affirming said coverage is attached hereto as an integral part of this Contract. County shall be listed as an additional insured under said Certificate of Insurance and a copy of said endorsement shall be provided to County within ten (10) days of execution of Contract. Contractor shall always during the existence of this contract maintain liability insurance in the amount not less than one million (\$1,000,000.00) dollars.



## **12. Hold Harmless**

The Contractor does hereby indemnify and hold the County free and harmless from liability on account of injury or damage to persons or property which may result from the negligent conduct or operations arising out of the business of collection, removal and transportation of tires in accordance with the terms of this contract; and, in the event that any suit or proceeding is brought against the County at law or in equity, either independently or jointly with the Contractor, or either of them, on account of such negligent acts, the Contractor will defend the County in any such suit or proceeding at the cost of the Contractor, and in the event of a final judgement of decree being brought against either of them, the Contractor will pay such judgement or comply with such decree with all costs and expenses of whatsoever nature and hold the County harmless therefrom.

## **13. Disputes**

Any matter that arises hereunder that cannot be settled in negotiations between the parties hereto shall be handled according to the laws, legal processes and courts of the State of North Carolina. Any final decision therefrom shall be valid and binding upon the parties hereto and enforceable at law. Venue for any action arising out of this contract shall be general court of justice, County of Edgecombe, N.C.

## **14. Miscellaneous**

**14.1.** Contractor agrees to be an equal opportunity employer and not discriminate based on race, religion, or sex.

**14.2.** This Contract may be changed only by agreement in writing and signed by both parties hereto.

**14.3.** This Contract embodies the entire contract between the parties and supersedes any prior agreements and understanding, oral and/or written.

**14.4.** The Contract may be executed simultaneously in two or more counterparts, each of which shall be deemed an original.

**14.5.** This Contract shall be governed by the laws of the State of North Carolina.

**14.6.** The sections and heading in the Contract are for reference purposes only and shall not affect in any way the meaning of this Contract or any part herein.

**14.7.** In the event that any provision of this Contract shall be determined to be invalid, the Contract thereupon shall be deemed to have been amended to eliminate such provisions so the remaining provisions of this Contract shall be valid and binding.

**14.8.** All notices, and other formal communications hereunder shall be made in writing and given or delivered by certified United States mail to the principal and at the address designated below. Acceptance thereof shall be deemed to constitute receipt.



**Contractor**

Central Carolina Holdings, LLC  
1616 Mckoy Town Road  
Cameron, NC 28326

**County**

Edgecombe County  
PO Box 10  
Tarboro, NC 27886  
Attn: County Manager

**14.9.** Any waiver made hereto shall be deemed to be limited in application to the matters explicitly referred to therein and shall neither be construed as, nor entitle the other party to waiver by said party of any similar matter.

**14.10.** This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns, but neither this Contract nor any of the rights, interests, or obligations hereunder shall be assigned by either party hereto without the prior written consent of the other party hereto, which consent shall not be unreasonable withheld or delayed.

**[Signature page follows this page]**



IN WITNESS WHEREOF, the parties hereto have set their respective hands and seals as of the date first above written.

**EDGECOMBE COUNTY**

BY: \_\_\_\_\_

Leonard Wiggins, Chairman

Edgecombe County Board of Commissioners

**ATTEST**

BY: \_\_\_\_\_

Frangie Mungo

Clerk to the Board

**CENTRAL CAROLINA HOLDINGS, LLC**

BY: Gene Helton  
Regional Vice President

**ATTEST**

BY: [Signature]

**Pre-Audit Certificate**

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Edgecombe County Finance Officer

GL Line – 60-4720-5624-00

Scrap Tire Recycling and Disposal Contract



## EDGECOMBE COUNTY


## REQUEST FOR APPROVAL OF CONTRACT AWARD

Department:

Edgecombe County Department of Social Services

1. Vendor Name and Address: BEST, LAWRENCE LAW, P.A.  
188 E. Thomas Street  
P. O. Box 2124  
Rocky Mount, NC 27802
2. Purpose: To represent Edgecombe County Department of Social Services in the provision of legal services in the Child Support Program.
3. Project or Proposed Equipment Location: Edgecombe County
4. Relevant Information (square footage, size, quantity, model, etc.):
5. Bidding Process Used:  
☐ Informal ☐ Formal ☐ Sole Source ☐ "Piggy-Backing"  
Explanation / Comments:
6. Cost: \$42,500.00
7. Contract Period: July 1, 2023 – October 31, 2023
8. Funding Source: Federal and County Funds  
(General fund, grant funds, other funding sources)
9. Line Item to be Charged: 19-5320-5718-00 (IV D PURCH)

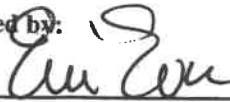
Submitted by:

  
Edgecombe County Department of Social Services Director

Date:

7/20/2023

Approved by:

  
Edgecombe County Manager

Date:

8/10/23



**EDGECOMBE COUNTY  
REQUEST FOR APPROVAL OF CONTRACT AWARD**

**Department:**

HEALTH DEPARTMENT

**1. Vendor Name and Address:**

Nutrition Plus  
Attn: Christie Nicholson  
PO Box 383  
Greenville, NC 27835

**2. Purpose:**

Contract Nutritional services for Edgecombe County Health Department up to 16 hours week with 8 hours a day beginning on July 8 for 25 weeks.

**3. Project or Proposed Equipment Location:**

Tarboro Office and Rocky Mount Office

**4. Relevant Information (square footage, size, quantity, model, etc.):**

NA

**5. Bidding Process Used (informal, formal, sole source, "piggy-backing"): Attach Bid Tabulation**

Note:

- a. If a "sole source" purchase, a written explanation of justification must be attached.
- b. "Piggybacking" – local governments may purchase from a supplier that has, within the past twelve (12) months contracted to furnish an item to any government agency for the same or more favorable price following a public bid process. Attach justification.

**6. Cost:**

\$50.00 per hour Will not exceed \$20,000.00

**7. Contract Period:**

July 8<sup>th</sup> to December 30, 2023

**8. Funding Source:**

State Funds

(General Fund, grant funds, other sources)

**9. Line Item to be Charged:**

125167-519904-\$20,000.00

**Submitted by:**

*Haven Fellers*

**Date:**

8-4-23

**Approved:**

**Date:**

**Note: Attach this form to the front of the contract.**



**EDGECOMBE COUNTY  
REQUEST FOR APPROVAL OF CONTRACT AWARD**

**Department:**

HEALTH DEPARTMENT

**1. Vendor Name and Address:**

Dan Drake-President  
Vidant Medical Group DBA Vidant Multispecialty Clinic, ECU Health  
PO Box 8423  
Greenville NC 27834

**2. Purpose:**

Contract with Dr. Stark to supervisor Christie Walston.FNP in Child Health Program

**3. Project or Proposed Equipment Location:**

Tarboro and Rocky Mount Office

**4. Relevant Information (square footage, size, quantity, model, etc.):**

NA

**5. Bidding Process Used (informal, formal, sole source, "piggy-backing"):** Attach Bid Tabulation

Note:

- a. If a "sole source" purchase, a written explanation of justification must be attached.
- b. "Piggybacking" – local governments may purchase from a supplier that has, within the past twelve (12) months contracted to furnish an item to any government agency for the same or more favorable price following a public bid process. Attach justification.

**6. Cost:**

325.00 per month

**7. Contract Period:**

September 1 2023 to August 31, 2024

**8. Funding Source:**

State funds

(General Fund, grant funds, other sources)

**9. Line Item to be Charged:**

125165-519301-3900.00

**Submitted by:**

*David J. Elmer*

**Date:**

*8-16-23*

**Approved:**

**Date :**

Note: Attach this form to the front of the contract.



# **EDGECOMBE WATER AND SEWER DEPARTMENT CONSTRUCTION AND MAINTENANCE REPORT**

## **District 1**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 2**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 3**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 4**

Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 5**

Everything has been running according to standards. Staff has been performing routine maintenance on the system, flushing and installing new taps.

## **District 6 – Princeville**

Everything is running according to standards. Staff is performing routine maintenance on the system.

We had unforeseen circumstances that caused a two-week delay in our meter reading. This will add more days of usage than normal to the next bill. We had more SCADA issues that caused tanks to overflow. The staff fixed a mainline break out on 258 S. on August 12<sup>th</sup>.



# Edgecombe County Water & Sewer Monthly Water & Sewer Usage - 2023

	<u>Vault Readings</u>	<u>Water Purchased (Gallons)</u>	<u>Water Purchased Cost</u>	<u>Water Billed (Gallons)</u>	<u>Water Billed Amount</u>	<u>% Water Loss (Purchased vs. Billed)</u>
January	39,473,740	37,798,036	\$134,206.81	25,535,487	\$356,246.30	32%
February	33,408,484	37,265,844	\$132,132.37	20,178,499	\$317,341.53	46%
March	32,633,504	31,007,616	\$118,102.11	22,194,533	\$331,568.32	28%
April	26,632,036	35,020,628	\$124,422.99	18,235,964	\$304,359.52	48%
May	32,023,300	26,250,272	\$96,468.94	20,009,475	\$316,353.30	24%
June	32,311,612	29,469,544	\$106,532.25	24,375,593	\$348,129.85	17%
July	32,805,700	34,626,680	\$123,689.89	29,828,309	\$381,360.56	14%
August						#DIV/0!
September						#DIV/0!
October						#DIV/0!
November						#DIV/0!
December						#DIV/0!

<b>Total</b>	<b>229,288,376</b>	<b>231,438,620</b>	<b>\$835,555.36</b>	<b>160,357,860</b>	<b>\$2,355,359.38</b>	<b>31%</b>
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# **Edgecombe County Water & Sewer Monthly Water & Sewer Usage**

## **Yearly Average**

	<u>Vault Readings</u>	<u>Water Purchased (Gallons)</u>	<u>Water Purchased Cost</u>	<u>Water Billed (Gallons)</u>	<u>Water Billed Amount</u>	<u>% Water Loss (Purchased vs. Billed)</u>
Aug-22	46,443,464	42,963,748	\$151,192.58	24,587,380	\$345,380.81	43%
Sep-22	38,346,140	43,744,852	\$153,729.83	24,292,320	\$342,850.16	44%
Oct-22	41,613,756	40,664,120	\$143,526.44	23,362,699	\$337,937.17	43%
Nov-22	39,356,648	39,137,832	\$138,369.92	22,902,840	\$332,926.58	41%
Dec-22	35,858,704	39,694,480	\$140,206.03	23,569,032	\$341,881.24	41%
Jan-23	39,473,740	37,798,036	\$134,206.81	25,535,487	\$356,246.30	32%
Feb-23	33,408,484	37,625,844	\$132,132.37	20,178,499	\$317,341.53	46%
Mar-23	32,633,504	31,007,616	\$118,102.11	22,194,533	\$331,568.32	28%
23-Apr	26,632,036	35,147,828	\$148,483.54	18,235,964	\$304,359.52	48%
23-May	32,023,300	26,250,272	\$96,468.94	20,009,475	\$316,353.30	24%
23-Jun	32,311,612	29,469,544	\$106,532.25	24,375,593	\$348,129.85	17%
23-Jul	32,805,700	34,626,680	\$123,689.89	29,828,309	\$381,360.56	14%

<b>Total</b>	<b>430,907,088</b>	<b>438,130,852</b>	<b>\$1,586,640.71</b>	<b>279,072,131</b>	<b>\$4,056,335.34</b>	<b>36%</b>
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Edgecombe County  
Financial Summary Report  
Fiscal Year 2024  
(As of August 31, 2023)

**GENERAL**

<b>REVENUES</b>	<b>REVISED BUDGET</b>	<b>YTD ACTUAL</b>	<b>Y-T-D % COLLECTED</b>	
Ad Valorem Taxes	\$ 33,755,000	\$ 700,690	2.08%	
Sales Taxes	9,900,000	-	0.00%	
Other Taxes	164,000	10,173	6.20%	
Intergovernmental	2,280,692	313,305	13.74%	
Sales, Services and Fees	6,115,035	744,017	12.17%	
Health Revenues	5,646,233	354,782	6.28%	
DSS Revenues	11,792,666	-	0.00%	
Other Revenues	1,030,034	114,752	11.14%	
Total Revenues	\$ 70,683,660	\$ 2,237,719	3.17%	

<b>EXPENDITURES</b>	<b>REVISED BUDGET</b>	<b>YTD ACTUAL</b>	<b>Y-T-D % EXPENDED</b>	<b>YTD ENCUMBERED</b>
General Government	\$ 10,583,668	\$ 1,948,682	18.41%	\$ 1,545,568
Public Safety	19,720,069	3,492,689	17.71%	2,270,353
Transportation	60,357	24,464	40.53%	35,893
Economic Development	2,022,301	131,227	6.49%	911,973
Human Services	18,768,593	2,637,577	14.05%	2,144,663
Cultural & Recreational	748,547	185,708	24.81%	473,840
Education	14,595,235	2,314,657	15.86%	11,600,579
Debt Service	4,446,511	233,908	5.26%	-
Transfers	7,765,745	-	0.00%	-
Total Expenditures	78,711,026	10,968,912	13.94%	\$ 18,982,867

Fund Balance Appropriation/Utilization	\$ (8,027,366)	\$ (8,731,193)		
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*Preliminary report subject to final accounting close adjustments.*



Edgecombe County  
Financial Summary Report  
Fiscal Year 2024  
(As of August 31, 2023)

**WATER/SEWER**

Funds 61 - 68

**REVENUES**

Water & Sewer Revenue  
Fund Balance Appropriated

REVISED BUDGET	YTD ACTUAL	Y-T-D % COLLECTED
\$ 6,923,404	\$ 878,259	12.69%
	-	0.00%
\$ 6,923,404	\$ 878,259	12.69%

**EXPENDITURES**

Water Operations  
Water Purchases  
Debt Service

REVISED BUDGET	YTD ACTUAL	Y-T-D % EXPENDED	YTD ENCUMBERED
\$ 3,842,076	\$ 371,676	9.67%	\$ 910,072
1,400,000	238,942	17.07%	761,058
1,681,328	-	0.00%	-
\$ 6,923,404	\$ 610,618	8.82%	\$ 1,671,131

**SOLID WASTE**

Fund 60

**REVENUES**

Fees & Intergovernmental Revenues  
Transfer From General Fund

REVISED BUDGET	YTD ACTUAL	Y-T-D % EXPENDED
\$ 2,944,500	\$ 39,489	1.34%
638,500		0.00%
\$ 3,583,000	\$ 39,489	1.10%

**EXPENDITURES**

Tipping Fees Paid  
All Other Expenditures

REVISED BUDGET	YTD ACTUAL	Y-T-D % EXPENDED	YTD ENCUMBERED
\$ 1,260,000	\$ 147,921	11.74%	\$ 752,079
2,323,000	274,434	11.81%	181,143
\$ 3,583,000	\$ 422,354	11.79%	\$ 933,223

*Preliminary report subject to final accounting close adjustments.*



# FY24 Budget Ordinance

Hwy 17/64	3,000
Hwy Information System	12,500
Vocational Rehab	20,759
Upper Coastal Plain COG	21,990

## Education

**\$ 109,249**

Edgecombe County Schools – Current Expense	\$ 8,539,905
Edgecombe County Schools – Capital Outlay	350,000
Nash County Schools – Current Expense	2,188,320
Nash County Schools – Capital Outlay	53,116
Edgecombe County Schools–Capital Outlay Lottery	500,000
Edgecombe Community College Current Expense	2,032,249
Edgecombe MOU Bio Tech	751,645
Edgecombe Community College-Works	180,000

## Economic & Physical Development

**\$ 14,595,235**

Planning	\$ 390,347
Extension Services	416,125
Conservation Services	137,499
East Carolina Meat Sale	500
Economic Development	1,052,500

**\$ 1,996,971**

## Transportation

### Airports

\$ 60,357

**\$ 60,357**

## Cultural & Recreational

Edgecombe Memorial Library	\$ 376,600
Edgecombe Memorial Library C/O	27,761
Braswell Memorial Library	255,186
Recreation	89,000

**\$ 748,547**

\* Where I think the misunderstanding originated.

## DEBT SERVICE SUBFUND

Principal	\$ 3,117,112	}	19.1%
Interest	\$ 596,905		
Principal (Schools)	\$ 658,000	}	11.3%
Interest (Schools)	\$ 74,494		

**\$ 4,446,511**

## Transfers to Other Funds:

### Solid Waste

\$ 628,522



# Governmental Activities Long-Term Debt Outstanding



A Loan	B		C
	Final Maturity	Interest Rate <sup>1</sup>	
1 <u>General Obligation Bonds</u>			
2 School Bonds, Series 2010	FY 2030	3.60%	
3 Refunding School Bonds, Series 2015	FY 2026	1.92%	
4 <u>Limited Obligation Refunding Bonds, Series 2013 (General Fund)</u>			
5 Refunding of 2011 IPCs (PNC)	FY 2038	2.57%	
6 <u>Installment Purchases</u>			
7 USDA Installment - Evidence Building	FY 2040	4.375%	
8 2020 US Bancorp Installment - Radios	FY 2025	1.096%	
9 2020 USDA Installment - Pintetops EMS Station	FY 2042	3.75%	
10 2020 USDA Installment - Whitakers EMS Station	FY 2042	3.75%	
11 2014 ECC Biotech Building Installment	FY 2027	4.82%	
12 2018 Raymond James Installment - Triangle Tire	FY 2033	3.09%	
13 2018 Raymond James Installment - Corning	FY 2033	3.27%	
14 Truist Installment - Sheriff Vehicles	FY 2026	3.24%	

## Notes:

1. For publicly issued bonds, the interest rate shown is the bond's True Interest Cost (TIC) at the time the bond was issued. For direct bank loans, USDA loans and State loans, the interest rate shown is the coupon rate on the loan.



# Tax Supported Debt



## Total Tax Supported Debt

FY	Principal	Interest	Total
Total	\$ 23,344,820	\$ 3,765,539	\$ 27,110,359
2024	3,646,974	782,182	4,429,156
2025	3,681,637	651,812	4,333,450
2026	3,356,027	524,629	3,880,656
2027	2,538,985	405,455	2,944,440
2028	1,596,779	336,201	1,932,980
2029	1,604,057	283,275	1,887,332
2030	1,604,627	230,307	1,834,934
2031	1,442,191	179,984	1,622,175
2032	1,444,853	130,588	1,575,441
2033	1,447,541	84,167	1,531,707
2034	133,482	37,491	170,973
2035	136,459	32,314	168,773
2036	139,551	27,022	166,573
2037	142,713	21,798	164,511
2038	141,087	16,361	157,448
2039	94,543	10,905	105,448
2040	98,062	7,386	105,448
2041	94,475	3,607	98,082
2042	777	55	832

## General Obligation Bonds

FY	Principal	Interest	Total
Total	\$ 2,635,000	\$ 246,990	\$ 2,881,990
2024	658,000	74,494	732,494
2025	648,000	59,174	707,174
2026	649,000	43,622	692,622
2027	170,000	27,625	197,625
2028	170,000	20,825	190,825
2029	170,000	14,025	184,025
2030	170,000	7,225	177,225
2031	-	-	-
2032	-	-	-
2033	-	-	-
2034	-	-	-
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
2041	-	-	-
2042	-	-	-



# Tax Supported Debt



## Installments

FY	Principal	Interest	Total
Total	\$ 18,639,820	\$ 3,157,111	\$ 21,796,931
2024	2,418,974	615,563	3,034,537
2025	2,458,637	529,013	2,987,650
2026	2,407,027	440,382	2,847,409
2027	2,323,985	352,205	2,676,190
2028	1,381,779	292,001	1,673,780
2029	1,384,057	248,125	1,632,182
2030	1,384,627	203,957	1,588,584
2031	1,387,191	162,859	1,550,050
2032	1,389,853	115,663	1,505,516
2033	1,392,541	71,442	1,463,982
2034	78,482	26,966	105,448
2035	81,459	23,989	105,448
2036	84,551	20,897	105,448
2037	87,713	17,735	105,448
2038	91,087	14,361	105,448
2039	94,543	10,905	105,448
2040	98,062	7,386	105,448
2041	94,475	3,607	98,082
2042	777	55	832

## LOBs

FY	Principal	Interest	Total
Total	\$ 2,070,000	\$ 361,438	\$ 2,431,438
2024	570,000	92,125	662,125
2025	575,000	63,625	638,625
2026	300,000	40,625	340,625
2027	45,000	25,625	70,625
2028	45,000	23,375	68,375
2029	50,000	21,125	71,125
2030	50,000	19,125	69,125
2031	55,000	17,125	72,125
2032	55,000	14,925	69,925
2033	55,000	12,725	67,725
2034	55,000	10,525	65,525
2035	55,000	8,325	63,325
2036	55,000	6,125	61,125
2037	55,000	4,063	59,063
2038	50,000	2,000	52,000
2039	-	-	-
2040	-	-	-
2041	-	-	-
2042	-	-	-



# Business-Type Activities Long-Term Debt Outstanding



A	B	C
Loan	Final Maturity	Interest Rate <sup>1</sup>
<b>1 General Obligation Bonds</b>		
2 2013 USDA GO Bonds (District 4)	FY 2053	3.25%
<b>3 Limited Obligation Refunding Bonds, Series 2013 (Water and Sewer Fund)</b>		
4 Refunding of District 1 (GO Bonds)	FY 2038	3.59%
5 Refunding of District 2 (GO Bonds)	FY 2042	3.75%
6 Refunding of District 3 (GO Bonds)	FY 2043	3.79%
7 Refunding of District 3 State Loan	FY 2025	2.47%
8 Refunding of District 5 (GO Bonds)	FY 2043	3.80%
<b>9 Revenue Bonds</b>		
10 2022 W&S Revenue Bonds (District 4)	FY 2062	1.75%
11 2022 W&S Revenue Bonds (District 4)	FY 2062	1.75%
12 2017 W&S Revenue Bonds (District 5)	FY 2056	2.00%
13 2015A W&S Revenue Bonds (District 5)	FY 2055	2.00%
14 2015B W&S Revenue Bonds (District 5)	FY 2055	2.00%
15 2012 W&S Revenue Bonds (District 5)	FY 2051	3.00%
<b>16 Notes Payable</b>		
17 EC WSD 5 CS370883-01 Sewer NCDENR	FY 2036	0.00%
18 EC WSD 1 H-LRX-F-10-1751 Water NCDENR	FY 2035	0.00%
19 Town of Princeville H-ARRA-09-1392 NCDENR	FY 2031	0.00%
<b>20 Bond Anticipation Note</b>		
21 USDA Interim Financing (District 6)	FY 2025 <sup>2</sup>	5.86%

## Notes:

- For publicly issued bonds, the interest rate shown is the bond's True Interest Cost (TIC) at the time the bond was issued. For direct bank loans, USDA loans and State loans, the interest rate shown is the coupon rate on the loan.
- Interim financing will be converted to a long-term USDA Loan following substantial completion of the project.



# Utility Supported Debt



## Total Utility Debt

FY	Principal	Interest	Total
Total	13,342,223	5,680,625	19,022,848
2024	\$ 603,106	\$ 459,755	\$ 1,062,861
2025	611,106	435,335	1,046,441
2026	498,106	414,920	913,026
2027	511,106	395,840	906,946
2028	535,106	376,165	911,271
2029	553,106	355,373	908,479
2030	572,106	337,395	909,501
2031	585,106	318,690	903,796
2032	596,909	299,500	896,409
2033	608,909	279,583	888,492
2034	629,909	259,200	889,109
2035	643,909	238,050	881,959
2036	645,735	216,383	862,118
2037	601,000	195,125	796,125
2038	600,000	173,750	773,750
2039	503,000	151,310	654,310
2040	515,000	132,773	647,773
2041	518,000	113,835	631,835
2042	533,000	94,800	627,800
2043	394,000	75,205	469,205
2044	177,000	61,230	238,230
2045	184,000	55,958	239,958
2046	189,000	50,485	239,485
2047	194,000	44,853	238,853
2048	200,000	39,058	239,058
2049	206,000	33,083	239,083
2050	214,000	26,928	240,928
2051	220,000	20,530	240,530
2052	198,000	13,950	211,950
2053	200,000	8,028	208,028
2054	43,000	2,040	45,040
2055	43,000	1,180	44,180
2056	16,000	320	16,320

## Revenue Bonds

FY	Principal	Interest	Total
Total	1,582,000	648,700	2,230,700
2024	\$ 36,000	\$ 36,970	\$ 72,970
2025	37,000	36,130	73,130
2026	37,000	35,260	72,260
2027	38,000	34,390	72,390
2028	39,000	33,490	72,490
2029	40,000	32,570	72,570
2030	41,000	31,630	72,630
2031	42,000	30,660	72,660
2032	43,000	29,670	72,670
2033	43,000	28,650	71,650
2034	46,000	27,630	73,630
2035	47,000	26,540	73,540
2036	48,000	25,430	73,430
2037	49,000	24,290	73,290
2038	50,000	23,130	73,130
2039	50,000	21,940	71,940
2040	53,000	20,750	73,750
2041	53,000	19,490	72,490
2042	54,000	18,230	72,230
2043	56,000	16,940	72,940
2044	56,000	15,600	71,600
2045	59,000	14,260	73,260
2046	60,000	12,850	72,850
2047	60,000	11,410	71,410
2048	62,000	9,970	71,970
2049	64,000	8,480	72,480
2050	67,000	6,940	73,940
2051	68,000	5,320	73,320
2052	41,000	3,680	44,680
2053	41,000	2,860	43,860
2054	43,000	2,040	45,040
2055	43,000	1,180	44,180
2056	16,000	320	16,320



# Utility Supported Debt



## General Obligation Bonds

FY	Principal	Interest	Total
Total	3,168,000	1,838,038	5,006,038
2024	\$ 64,000	\$ 102,960	\$ 166,960
2025	66,000	100,880	166,880
2026	68,000	98,735	166,735
2027	70,000	96,525	166,525
2028	73,000	94,250	167,250
2029	75,000	91,878	166,878
2030	78,000	89,440	167,440
2031	80,000	86,905	166,905
2032	83,000	84,305	167,305
2033	85,000	81,608	166,608
2034	88,000	78,845	166,845
2035	91,000	75,985	166,985
2036	94,000	73,028	167,028
2037	97,000	69,973	166,973
2038	100,000	66,820	166,820
2039	103,000	63,570	166,570
2040	107,000	60,223	167,223
2041	110,000	56,745	166,745
2042	114,000	53,170	167,170
2043	118,000	49,485	167,485
2044	121,000	45,630	166,630
2045	125,000	41,698	166,698
2046	129,000	37,695	166,695
2047	134,000	33,443	167,443
2048	138,000	29,088	167,088
2049	142,000	24,603	166,603
2050	147,000	19,988	166,988
2051	152,000	15,210	167,210
2052	157,000	10,270	167,270
2053	159,000	5,168	164,168
2054	-	-	-
2055	-	-	-
2056	-	-	-

## Revolving Loans

FY	Principal	Interest	Total
Total	897,223	-	897,223
2024	\$ 73,106	\$ -	\$ 73,106
2025	73,106	-	73,106
2026	73,106	-	73,106
2027	73,106	-	73,106
2028	73,106	-	73,106
2029	73,106	-	73,106
2030	73,106	-	73,106
2031	73,106	-	73,106
2032	65,909	-	65,909
2033	65,909	-	65,909
2034	65,909	-	65,909
2035	65,909	-	65,909
2036	48,735	-	48,735
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
2041	-	-	-
2042	-	-	-
2043	-	-	-
2044	-	-	-
2045	-	-	-
2046	-	-	-
2047	-	-	-
2048	-	-	-
2049	-	-	-
2050	-	-	-
2051	-	-	-
2052	-	-	-
2053	-	-	-
2054	-	-	-
2055	-	-	-
2056	-	-	-

## LOB's

FY	Principal	Interest	Total
Total	7,695,000	3,193,887	10,888,887
2024	\$ 430,000	\$ 319,825	\$ 749,825
2025	435,000	298,325	733,325
2026	320,000	280,925	600,925
2027	330,000	264,925	594,925
2028	350,000	248,425	598,425
2029	365,000	230,925	595,925
2030	380,000	216,325	596,325
2031	390,000	201,125	591,125
2032	405,000	185,525	590,525
2033	415,000	169,325	584,325
2034	430,000	152,725	582,725
2035	440,000	135,525	575,525
2036	455,000	117,925	572,925
2037	455,000	100,862	555,862
2038	450,000	83,800	533,800
2039	350,000	65,800	415,800
2040	355,000	51,800	406,800
2041	355,000	37,600	392,600
2042	365,000	23,400	388,400
2043	220,000	8,800	228,800
2044	-	-	-
2045	-	-	-
2046	-	-	-
2047	-	-	-
2048	-	-	-
2049	-	-	-
2050	-	-	-
2051	-	-	-
2052	-	-	-
2053	-	-	-
2054	-	-	-
2055	-	-	-
2056	-	-	-



# Edgecombe County Solid Waste

## Fee Schedule

### FY-24

#### Solid Waste Disposal Fee

1. Annual Household Fee (*Solid Waste Permit Fee*) ..... \$125.00  
Solid Waste Permit Fee Includes the following:

a. Yard Waste – limbs, brush, etc. not to exceed six (6) inches in diameter and four (4) feet in length.  
Amount NOT to exceed four (4) cubic yards (one pick-up truck load) per household per week.

b. Household Garbage (kitchen, bath, etc.) – Amount NOT to exceed four (4) cubic yards (one pick-up truck load) per household per week.

\*Wood, Sheetrock, Bathtubs, Toilets, Doors, Fencing, etc. are considered C&D material NOT Household Garbage therefore, this type of material falls under Tipping Fees - Section 3.

2. Apartments/Condos/Townhomes ..... See "Tipping Fees"  
Those that do NOT pay the Solid Waste Permit Fee annually are considered commercial and therefore, must pay for all debris brought to the landfill

#### 3. Tipping Fees

- a. Municipal Solid Waste (MSW).....\$71.00 per ton  
b. Mixed Debris (garbage w/construction debris).....\$55.00 per ton  
c. C&D.....\$55.00 per ton  
    i. No Carpet or Carpet Padding (MSW)  
    ii. No Rubber Membrane Roofing (MSW)  
d. Asbestos.....\$75.00 per ton  
e. Yard Waste.....\$46.00 per ton  
    i. Land clearing debris containing no soil.  
    ii. Wooden pallets and clean lumber (considered C&D)  
f. Excavation Fee.....\$45.00 per ton  
g. Swine/Goat.....\$13.00 per animal  
h. Chickens.....\$38.50 per ton  
i. Cow/Horses.....\$40.00 per animal

#### 4. Scrap Tire Disposal

- a. Free Disposal.....No Charge  
    i. Commercial business – must provide proof of NC Tire Tax  
    ii. Homeowners and Farms (Valid Solid Waste Permit) – up to 5 tires per year at Landfill  
        - Convenient Sites only allow five (5) tires per year to homeowners with a Valid Solid Waste Permit  
b. Tires.....\$2.00 per tire  
c. All other tires not eligible for "Free Disposal" .....\$90.00 per ton





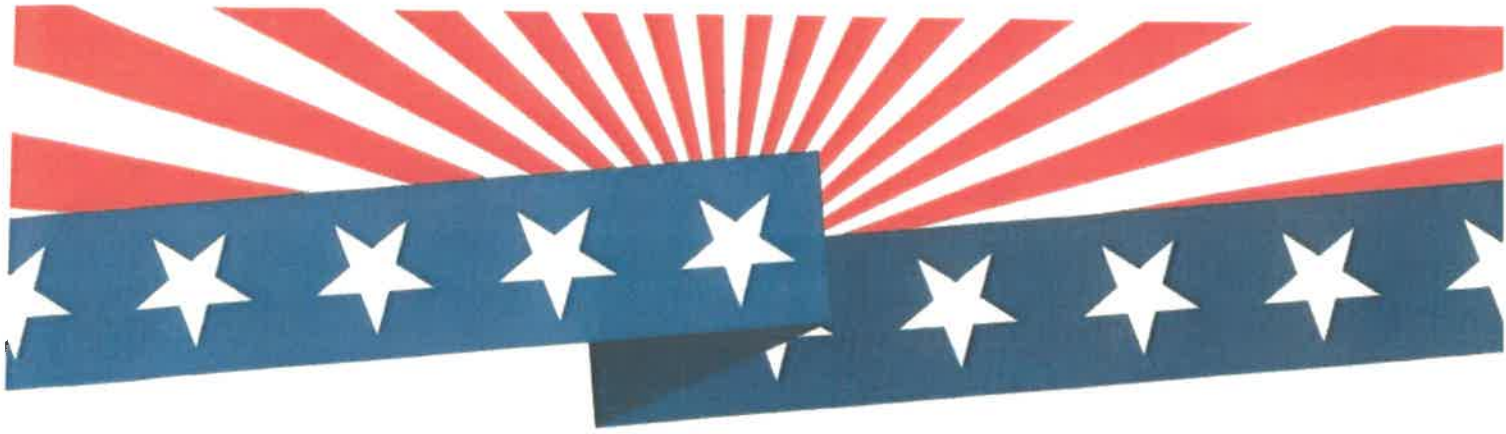
## IMPORTANT NOTICE

### **Beginning October 2023**

The Edgecombe County Landfill (Transfer Station and C&D) will be closed the LAST Wednesday of every month from 12:00pm – 5:00pm for training and maintenance.

Convenient Sites will remain open under normal business hours





**NOTICE OF NOVEMBER 7, 2023 MUNICIPAL ELECTION**  
**ONE-STOP VOTING ELECTION HOURS**

**Location: Edgecombe County Administrative Building**  
**Board of Elections**  
**201 St. Andrew St., Suite 434**  
**Tarboro, NC 27886**

**Thursday - Friday, October 19, thru, October 20, 2023**  
**8:00 AM – 6:00 PM**

**Monday - Friday, October 23, thru October 27, 2023**  
**8:00 AM – 6:00 PM**

**Monday – Friday October 30, thru November 3, 2023**  
**8:00 AM – 6:00 PM**

**Saturday – November 4, 2023**  
**8:00 AM – 3:00 PM**

**Location: Edgecombe County Administrative Building**  
**Carmon Auditorium**  
**201 St. Andrew St.**  
**Tarboro, NC 27886**

**Thursday - Friday, October 26, thru, October 27, 2023**  
**9:00 AM – 6:00 PM**

**Monday - Friday, October 30, thru November 3, 2023**  
**9:00 AM – 6:00 PM**

**Monday – Friday October 30, thru November 3, 2023**  
**8:00 AM – 6:00 PM**

**Saturday – November 4, 2023**  
**8:00 AM – 3:00 PM**







## Edgecombe County

County Administration Building  
201 St. Andrew St., PO Box 10 Tarboro, NC 27886  
252-641-7834 · Fax 252-641-0456  
[www.edgecombecountync.gov](http://www.edgecombecountync.gov)

**Eric Evans**  
County Manager  
[ericevans@edgecombeco.com](mailto:ericevans@edgecombeco.com)

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**TO: BOARD OF COMMISSIONERS**  
**FROM: ERIC EVANS, COUNTY MANAGER** *EE*  
**DATE: AUGUST 31, 2023**  
**SUBJECT: MAJOR EVENTS AND IMPORTANT MEETINGS**

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To give the Board insight into some of the things I have the privilege of doing or participating in, I'm sharing my major events and important meetings over the last month.

- **Aug. 10<sup>th</sup>** I participated virtually as a presenter in a grants management course offered by Dr. Carol Kline at Appalachian State University. You may remember that Dr. Kline prepared our Tourism Development Comprehensive Plan when she was with NC State University.
- **Aug. 14<sup>th</sup>** I participated in the grand reopening event for the Rocky Mount branch of our Health Department.
- **Aug. 15<sup>th</sup>** I provided staff support for the Human Services Board meeting. Since former Chairman Larry Woodley's term expired, a new chairperson was selected. Dr. Robin Webb-Corbett was appointed as Chairwoman, and Commissioner Viola Harris was appointed Vice-chairwoman.
- **Aug. 16-17<sup>th</sup>** Members of our auditor's team were here to start our FY-23 audit. This is the earliest our audit has started in several years.
- **Aug. 17<sup>th</sup>** I attended the Carolinas Gateway Partnership Board Meeting. I serve as Secretary of the Board. The Board voted unanimously to approve Mr. Bob Pike as the new President.
- **Aug. 21<sup>st</sup>** I made comments on behalf of the County at the Grand Opening event for Vance Street Homes, the affordable housing project developed by South Eastern NC CDC. Edgecombe County donated eight lots acquired through foreclosure for the project.
- **Aug. 21<sup>st</sup>** We held our second Community Engagement Session for our Get Off The Lists initiative at the Rock Mount Event Center. We had 35 participants and received great feedback.
- **Aug. 22<sup>nd</sup>** I attended and presented at the Commissioners Budget Committee meeting.
- **Aug. 23<sup>rd</sup>** Natalie Bess, Linda Barfield, Mike Matthews, and I attended a meeting of the Rural Partners Network in Wilson. We are one of 14 counties selected to participate in this program where we get special access to federal agencies for funding consideration.
- **Aug. 23<sup>rd</sup>** I presented at the County Line Merger Community Meeting at Fairview Elementary School.

*Edgecombe County is a historic place that values its citizens and natural resources.  
and creates opportunities where people are proud to live, work and play for generations to come.*



- **Aug. 24<sup>th</sup>** I attended the Rocky Mount Chamber's breakfast meeting at Wesleyan University where the State School Superintendent Catherine Truitt was the guest speaker.
- **Aug. 29<sup>th</sup>** I met with Dr. Andrew Bryan, the new ECPS Superintendent. We met to make introductions and to discuss critical matters, including the County Line Merger.
- **Aug. 29<sup>th</sup>** Natalie Bess and I attended the retirement celebration for Dr. Valerie Bridges at Edgecombe Community College.
- **Aug. 29-31<sup>st</sup>** Monitored Hurricane Idalia.

*Edgecombe County is a historic place that values its citizens and natural resources,  
and creates opportunities where people are proud to live, work and play for generations to come.*





# Economic/Workforce Indicators for Edgecombe County Reported to Commissioners -September 2023 Commissioners Meeting

		Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Apr-23
<b>Jobs</b>									
Openings (@ date of report)		1642	1944	1877	1785	1566	1545	1635	1573
Previous report total		3097	3326	3407	3324	3243	3087	2835	2919
# Change		139	229	81	-83	-81	-156	-252	84
% Change		4.70%	7.40%	2.40%	-2.40%	-2.40%	-4.80%	-8.10%	3.0%
<b>Workforce</b>									
Labor Force		20223	20202	20240	19905	19905	19905	20013	20,054
Employed		18764	18593	18736	18555	18555	18555	18560	18,779
Unemployed		1459	1609	1504	1350	1350	1350	1453	1,275
Uemployment Rate		7.20%	8%	7.40%	6.80%	6.80%	6.80%	7.30%	6.40%
State Ranking		2	1	2	2	2nd <sup>1</sup>	2nd	1st	5

<b>Jobs</b>		<b>23-May</b>	<b>Jul-23</b>	<b>Aug-23</b>	<b>Sep-23</b>
Openings (@ date of report)		1559	1579	1386	1451
Last month total		2666	2961	3084	2523
# Change		-253	295	123	-561
% Change		-9%	11.10%	4.20%	-18%
<b>Workforce</b>					
Labor Force		20,078	20165	20246	20246
Employed		18,849	19110	19001	19001
Unemployed		1,229	1055	1245	1245
Uemployment Rate		6.1%	5.2%	6.1%	6.1%
State Ranking		5	2	2	2

<sup>1</sup> Updated unemployment figures were not available at the this report was prepared

<sup>2</sup> Tied for 5th with Graham County

<sup>3</sup> Tied with Scotland County

<sup>4</sup> Tied with Halifax County

<sup>5</sup> Tied with Hyde Co.

<sup>6</sup> Tied with Wilson Co.

<sup>7</sup> Tied with Warren County

<sup>8</sup> Tied with Warren and Vance

<sup>9</sup> Tied with Warren, Washington & Wilson Co

<sup>10</sup> Tied with Vance Co.



# Memorandum

**To:** TDA Board  
**From:** Lisa Warren, Accounting Specialist  
**Date:** 08/11/2023  
**Re:** Finance Report



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**FY2023** financial statements have been finalized. The TDA generated a **net gain of \$82,412.64** for the year. Total revenues were \$147,744.30 net of total expenses of \$65,331.66.

In fiscal year-to-date 2024, Edgecombe County has collected a total amount of **\$15,090.59** in Occupancy Tax for the TDA. These collections were for the month of **June 2023**. These collections totaling \$15,090.59 will be deposited to the TDA bank account at PNC Bank during the week ending August 18th.

Total Expenditures for fiscal year-to-date 2024 through July 31, 2023 equal **\$3,627.31**.

As of July 31, 2023, the bank statement for the TDA- PNC Bank Account balance was **\$283,731.91**.

The current balance in the bank account as of August 11, 2023 is **\$282,348.91**.

I recommend the TDA vote to approve the Finance report as presented.

Please feel free to contact me with any questions or concerns at  
(252)641-4742 (office).



**Tourism Office Budget FY 23 As of 6/30/2023-FINAL**

Line Item	Budget	YTD	Funds Remaning
<b>REVENUES</b>			
6% Edgecombe County Occupancy Tax	\$ 95,000.00	\$ 147,744.30	\$ (52,744.30)
Grant Awards	\$ -		\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -
Fund Balance Appropriated	\$ 81,800.00	\$ -	\$ 81,800.00
Other			\$ -
<b>TOTAL REVENUES</b>	<b>\$ 176,800.00</b>	<b>\$ 147,744.30</b>	<b>\$ 29,055.70</b>
<b>EXPENSES</b>			
		<b>YTD</b>	<b>Available Funds</b>
<b>HUMAN RESOURCES</b>			
Payroll			
FICA - .765%			
Retirement 6%			
Group Insurance			
401K Contribution 1%			
Contract Services - Social Media Marketing	\$ 13,100.00	\$ 12,996.00	\$ 104.00
Contract with Chamber	\$ 22,200.00	\$ 22,200.00	\$ -
Performance Bonus- Executive Director	\$ 3,000.00	\$ 2,000.00	\$ 1,000.00
Performance Bonus- Social Media	\$ 3,000.00		\$ 3,000.00
<b>TOTAL HUMAN RESOURCES</b>	<b>\$ 41,300.00</b>	<b>\$ 37,196.00</b>	<b>\$ 4,104.00</b>
<b>OPERATIONS</b>			
Office Supplies	\$ 1,000.00	\$ 200.47	\$ 1,200.47
Equipment			\$ -
Travel (Mileage) and Lodging	\$ 4,500.00	\$ 1,512.21	\$ 2,987.79
Board Meeting Expenses	\$ 1,000.00	\$ 787.92	\$ 212.08
Telephone	\$ -		\$ -
Postage	\$ 1,000.00	\$ 86.20	\$ 913.80
Utilities	\$ -		\$ -
Dues and Subscriptions	\$ 2,750.00	\$ 175.00	\$ 2,575.00
Data Processing - Web Hosting	\$ 2,200.00	\$ 2,200.00	\$ -
Rental Equipment	\$ -		\$ -
Misc. Expense	\$ 3,350.00	\$ 2,568.62	\$ 781.38
Banking Fees	\$ 200.00		\$ 200.00
Other Contract Services			\$ -
Legal Expenses			\$ -
<b>Total Operations</b>	<b>\$ 16,000.00</b>	<b>\$ 7,530.42</b>	<b>\$ 8,870.52</b>
<b>Marketing</b>			
Printing - Marketing Materials	\$ 42,000.00	\$ 9,368.74	\$ 32,631.26
Advertising/Grant Awards	\$ 20,000.00	\$ 1,236.50	\$ 18,763.50
Contract Services - Web Design	\$ -		\$ -
Contract Services - Brochure Design	\$ -		\$ -



Contract Services - Logo Design	\$ -		\$ -
Hotels	\$ 7,500.00		\$ 7,500.00
Social Media Ads	\$ 1,000.00		\$ 1,000.00
Sponsorship	\$ 2,000.00		\$ 2,000.00
WITN	\$ 10,000.00	\$ 10,000.00	\$ -
RMEC	\$ 5,000.00		\$ 5,000.00
<b>Total Marketing</b>	<b>\$ 87,500.00</b>	<b>\$ 20,605.24</b>	<b>\$ 66,894.76</b>
<b>Asset Development</b>			\$ -
Land Purchase			\$ -
Other	\$ -		\$ -
<b>Total Assest Development</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Town of Tarboro Allocation</b>	<b>\$ 32,000.00</b>		<b>\$ 32,000.00</b>
		<b>YTD</b>	<b>Available Funds</b>
<b>TOTAL HUMAN RESOURCES</b>	<b>\$ 41,300.00</b>	<b>\$ 37,196.00</b>	<b>\$ 4,104.00</b>
<b>TOTAL OPERATIONS</b>	<b>\$ 16,000.00</b>	<b>\$ 7,530.42</b>	<b>\$ 8,469.58</b>
<b>TOTAL MARKETING</b>	<b>\$ 87,500.00</b>	<b>\$ 20,605.24</b>	<b>\$ 66,894.76</b>
<b>TOTAL ASSEST DEVELOPMENT</b>	<b>\$ -</b>		<b>\$ -</b>
<b>TARBORO ALLOCATION</b>	<b>\$ 32,000.00</b>		<b>\$ 32,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 176,800.00</b>	<b>\$ 65,331.66</b>	<b>\$ 111,468.34</b>
<b>Net Gain or Loss</b>	<b>\$ -</b>	<b>\$ 82,412.64</b>	
<b>Fund Balance Remaining</b>	<b>\$ -</b>		



**Tourism Office Budget FY 24**

Line Item	Budget	YTD	Funds Remaining
<b>REVENUES</b>			
6% Edgecombe County Occupancy Tax	\$ 115,000.00		\$ 115,000.00
Grant Awards	\$ -		\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -
Fund Balance Appropriated	\$ 64,300.00	\$ -	\$ 64,300.00
Other			\$ -
<b>TOTAL REVENUES</b>	<b>\$ 179,300.00</b>	<b>\$ -</b>	<b>\$ 179,300.00</b>
<b>EXPENSES</b>			
		<b>YTD</b>	<b>Available Funds</b>
<b>HUMAN RESOURCES</b>			
Payroll			
FICA - .765%			
Retirement 6%			
Group Insurance			
401K Contribution 1%			
Contract Services - Social Media Marketing	\$ 13,100.00	\$ 1,083.00	\$ 12,017.00
Contract with Chamber	\$ 22,200.00	\$ 1,850.00	\$ 20,350.00
Performance Bonus- Executive Director	\$ 3,000.00		\$ 3,000.00
Performance Bonus- Social Media	\$ 3,000.00		\$ 3,000.00
<b>TOTAL HUMAN RESOURCES</b>	<b>\$ 41,300.00</b>	<b>\$ 2,933.00</b>	<b>\$ 38,367.00</b>
<b>OPERATIONS</b>			
Office Supplies	\$ 1,000.00	\$ 173.37	\$ 826.63
Equipment			\$ -
Travel (Mileage) and Lodging	\$ 4,500.00		\$ 4,500.00
Board Meeting Expenses	\$ 1,000.00	\$ 110.35	\$ 889.65
Telephone	\$ -		\$ -
Postage	\$ 1,000.00	\$ 36.80	\$ 963.20
Utilities	\$ -		\$ -
Dues and Subscriptions	\$ 2,750.00		\$ 2,750.00
Data Processing - Web Hosting	\$ 2,200.00		\$ 2,200.00
Rental Equipment	\$ -		\$ -
Misc. Expense	\$ 3,350.00		\$ 3,350.00
Banking Fees	\$ 200.00	\$ 73.79	\$ 126.21
Other Contract Services			\$ -
Legal Expenses			\$ -
Audit	\$ 2,500.00	\$ -	\$ 2,500.00
<b>Total Operations</b>	<b>\$ 18,500.00</b>	<b>\$ 394.31</b>	<b>\$ 18,105.69</b>
<b>Marketing</b>			
Printing - Marketing Materials	\$ 42,000.00	\$ 300.00	\$ 41,700.00
Advertising/Grant Awards	\$ 20,000.00		\$ 20,000.00
Contract Services - Web Design	\$ -		\$ -
Contract Services - Brochure Design	\$ -		\$ -
Contract Services - Logo Design	\$ -		\$ -
Hotels	\$ 7,500.00		\$ 7,500.00
Social Media Ads	\$ 1,000.00		\$ 1,000.00
Sponsorship	\$ 2,000.00		\$ 2,000.00
WITN	\$ 10,000.00		\$ 10,000.00
RMEC	\$ 5,000.00		\$ 5,000.00
<b>Total Marketing</b>	<b>\$ 87,500.00</b>	<b>\$ 300.00</b>	<b>\$ 87,200.00</b>
<b>Asset Development</b>			
Land Purchase			\$ -
Other	\$ -		\$ -
<b>Total Asset Development</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Town of Tarboro Allocation</b>	<b>\$ 32,000.00</b>		<b>\$ 32,000.00</b>
		<b>YTD</b>	<b>Available Funds</b>
<b>TOTAL HUMAN RESOURCES</b>	<b>\$ 41,300.00</b>	<b>\$ 2,933.00</b>	<b>\$ 38,367.00</b>
<b>TOTAL OPERATIONS</b>	<b>\$ 18,500.00</b>	<b>\$ 394.31</b>	<b>\$ 18,105.69</b>
<b>TOTAL MARKETING</b>	<b>\$ 87,500.00</b>	<b>\$ 300.00</b>	<b>\$ 87,200.00</b>
<b>TOTAL ASSEST DEVELOPMENT</b>	<b>\$ -</b>		<b>\$ -</b>
<b>TARBORO ALLOCATION</b>	<b>\$ 32,000.00</b>		<b>\$ 32,000.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 179,300.00</b>	<b>\$ 3,627.31</b>	<b>\$ 175,672.69</b>
<b>Net Gain or Loss</b>	<b>\$ -</b>	<b>\$ 3,627.31</b>	
<b>Fund Balance Remaining</b>	<b>\$ -</b>		



YTD: OCCUPANCY TAX RECEIVED: JULY 1 - JUNE 30, 2023 (FY 2023)						
DESCRIPTION	YEAR	PER	EFF DATE	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
ROOM OCCUPANCY TAX	2023	1	07/22/2022	-9,900.63	MAIL- KOVAS HOTELS LLC	KOVAS HOTELS LLC
ROOM OCCUPANCY TAX	2023	1	07/22/2022	-265.01	MAIL- VERTEX INC	VERTEX INC
ROOM OCCUPANCY TAX	2023	3	07/22/2022	-1,044.10	MAIL- OM NIV LLC	OM NIV LLC
ROOM OCCUPANCY TAX	2023	1	07/25/2022	-3,876.88	MAIL- SHREE KRISHNA INC	COMFORT INN
ROOM OCCUPANCY TAX	2023	1	07/25/2022	-1,167.81	MAIL- AYALARA CLIENT TRUST	AIRBNB OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	2	08/25/2022	-512.90	MAIL- VERTEX INC	VERTEX INC
ROOM OCCUPANCY TAX	2023	2	08/23/2022	-1,529.95	MAIL- OM NIV LLC	OM NIV LLC(BUDGET INN)
ROOM OCCUPANCY TAX	2023	2	08/19/2022	-502.50	MAIL-AVALARA CLIENT TRUST	AYALARA CLIENT TRUST
ROOM OCCUPANCY TAX	2023	2	08/19/2022	-1,498.11	MAIL- AYALARA CLIENT TRUST	AYALARA CLIENT TRUST
ROOM OCCUPANCY TAX	2023	2	08/17/2022	-5,211.00	MAIL- KOVAS HOTELS LLC	KOVAS HOTELS LLC
ROOM OCCUPANCY TAX	2023	2	08/15/2022	-4,180.55	MAIL- SHREE KRISHNA INC	OCCUPANCY-COMFORT INN
ROOM OCCUPANCY TAX	2023	3	08/27/2022	-4,404.92	MAIL- SHREE KRISHNA INC	OCCUPANCY COMFORT INN
ROOM OCCUPANCY TAX	2023	3	09/16/2022	-3,805.18	MAIL- KOVAS HOTELS LLC	KOVAS HOTELS LLC
ROOM OCCUPANCY TAX	2023	3	09/20/2022	-1,846.42	MAIL- AYALARA CLIENT TRUST	OCCUPANCY TAX-AIRBNB
ROOM OCCUPANCY TAX	2023	3	09/20/2022	-385.63	MAIL- VERTEX INC	VERTEX INC OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	1	09/21/2022	-1,459.85	MAIL- OM NIV LLC	OM NIV LLC OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	1	10/17/2022	-4,088.00	MAIL- SHREE KRISHNA INC	COMFORT INN
ROOM OCCUPANCY TAX	2023	3	10/17/2022	-4,348.00	MAIL- KOVAS HOTELS LLC	BEST WESTERN
ROOM OCCUPANCY TAX	2023	3	10/19/2022	-2,183.37	MAIL- AYALARA CLIENT TRUST	AIRBNB OCCUPANCY
ROOM OCCUPANCY TAX	2023	3	10/20/2022	-461.23	MAIL- VERTEX INC	VERTEX INC
ROOM OCCUPANCY TAX	2023	3	10/18/2022	-1,207.78	MAIL- OM NIV LLC	OM NIV LLC
ROOM OCCUPANCY TAX	2023	3	10/20/2022	-5,009.11	MAIL- KOVAS HOTELS LLC	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	3	10/20/2022	-2,041.15	MAIL- AYALARA CLIENT TRUST	AIRBNB OCCUPANCY
ROOM OCCUPANCY TAX	2023	3	10/20/2022	-3,848.93	MAIL- SHREE KRISHNA INC	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	3	10/22/2022	-1,018.18	MAIL- OM NIV LLC	OM NIV LLC
ROOM OCCUPANCY TAX	2023	3	10/20/2022	-705.50	MAIL- VERTEX INC	AIRBNB OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	7	01/23/2023	-1,077.95	MAIL- BUDGET INN OCCUPANCY TAX FOR	BUDGET INN, OM NIV
ROOM OCCUPANCY TAX	2023	7	01/26/2023	-366.89	MAIL- VERTEX INC	VERTEX INC
ROOM OCCUPANCY TAX	2023	7	01/26/2023	-2,982.97	MAIL- SHREE KRISHNA INC	COMFORT INN
ROOM OCCUPANCY TAX	2023	7	01/19/2023	-1,556.40	MAIL- AYALARA CLIENT TRUST	OCCUPANCY
ROOM OCCUPANCY TAX	2023	7	01/19/2023	-3,456.00	MAIL- KOVAS HOTELS LLC	OCCUPANCY
ROOM OCCUPANCY TAX	2023	9	03/22/2023	-308.34	MAIL- VERTEX INC	VERTEX INC OCCUPANCY
ROOM OCCUPANCY TAX	2023	9	03/22/2023	-1,394.08	MAIL- OM NIV LLC	BUDGET INN OCCUPANCY
ROOM OCCUPANCY TAX	2023	9	03/20/2023	-2,464.66	MAIL- AIRBNB OCCUPANCY	AIRBNB OCCUPANCY
ROOM OCCUPANCY TAX	2023	9	03/17/2023	-2,557.06	MAIL- KOVAS HOTELS LLC,BESTWESTERN	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	9	03/17/2023	-3,852.32	MAIL- SHREE KRISHNA INC , COMFORT INN	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	10	04/24/2023	-859.19	MAIL- VERTEX	VERTEX OCCUPANCY TAX
ROOM OCCUPANCY TAX	2023	10	04/24/2023	-5.24	MAIL- AYALARA CLIENT TRUST	AYALARA CLIENT TRUST
ROOM OCCUPANCY TAX	2023	10	04/24/2023	-34.96	MAIL- AYALARA CLIENT TRUST	AYALARA CLIENT TRUST
ROOM OCCUPANCY TAX	2023	10	04/24/2023	-2,758.22	MAIL- AYALARA CLIENT TRUST	AIRBNB OCCUPANCY
ROOM OCCUPANCY TAX	2023	10	04/24/2023	-2,187.08	MAIL- OM NIV LLC	OM NIV LLC
ROOM OCCUPANCY TAX	2023	10	04/18/2023	-3,975.50	MAIL- KOVAS HOTELS LLC	KOVAS HOTELS OCCUPANCY
ROOM OCCUPANCY TAX	2023	10	04/18/2023	-4,586.32	MAIL- SHREE KRISHNA INC	OCCUPANCY COMFORT INN
ROOM OCCUPANCY TAX	2023	11	05/24/2023	-2,081.27	MAIL- OM NIV LLC	OCCUPANCY TAX



YTD: OCCUPANCY TAX RECEIVED: JULY 1, 2023- JUNE 30, 2024 (FY 2024)

DESCRIPTION	YEAR	PER	EFF DATE	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
ROOM OCCUPANCY TAX	2023	1	07/26/2023	-1,177.96	MAIL- OMNIVUE LP	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2024	1	07/20/2023	-543.04	MAIL- VERTEX INC.	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2024	1	07/19/2023	-4,611.88	MAIL- SHREE KRISHNA INC	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2024	1	07/17/2023	-6,124.81	MAIL- KOWAS HOTELS LLC/REJIMWESTERN	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2024	1	07/17/2023	-61.41	MAIL- AVALARA CLIENT TRUST/HOMERAWAY.COM	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2024	1	07/17/2023	-5.91	MAIL- AVALARA CLIENT TRUST/HOMERAWAY.COM	OCCUPANCY TAX
ROOM OCCUPANCY TAX	2024	1	07/17/2023	-2,424.38	MAIL- AVALARA CLIENT TRUST/HOMERAWAY.COM	OCCUPANCY TAX

YTD: OCCUPANCY TAX RECEIVED: JULY 1, 2023- JUNE 30, 2024 (FY 2024)

\$15,090.58

Reimbursed and credited to FY 2023

\$15,090.58

Should equal YTD Occupancy Tax Received (CELL: E18)





**Corporate Office:**  
514 East Main Street  
Post Office Box 369  
Beulaville, N.C. 28518  
Administration: 800-513-4002  
24/7 Access to Care: 800-913-6109

Sarah N. Stroud, CEO

**To:** Eastpointe County Commissioners and County Managers  
**From:** Sarah N. Stroud, CEO  
**Date:** August 10, 2023  
**Re:** Eastpointe Reaches Consolidation Agreement with Sandhills Center

Eastpointe has been actively exploring options for continuing to improve our best-in-class member services, positioning our organization to compete with other insurance firms more effectively, and addressing state leaders' preference for MCO consolidation.

We have reached an agreement to consolidate with Sandhills Center, headquartered in West End, North Carolina. The effective date of this agreement is July 1, 2023. Highlights include:

- Offers of employment to the entire staff from both organizations
- The consolidated organization's CEO will be Sarah Stroud
- All physical office locations will be maintained, operating just as they do today. The organization will be headquartered in Moore County.
- Our consolidated organization will have a new name. Though Eastpointe will be the surviving legal entity, we will be adopting the Sandhills Center name initially. In the coming months, we will begin working through a rebranding process, which will generate a unique name and logo for our combined organization.
- The consolidated board will be comprised of county appointees from the 21 counties that comprise the consolidated catchment area

The proposed consolidation agreement is subject to Secretary Kody Kinsley's approval.

This anticipated consolidation is a key component of our long-term Tailored Plan strategy. Upon approval by Secretary Kinsley, we will become the second-largest LME-MCO in the state. Our combined organization will serve 21 counties. It will have a budget of about \$1.4 billion and employ almost 900 people.

Eastpointe's members, communities, and providers remain our top priority. We will continue to deliver high-quality services without interruption during this consolidation process.



*If you are deaf or hard of hearing, dial 711 for NC Relay or 1-888-819-5112*

An Equal Opportunity/Affirmative Action Employer

[www.eastpointe.net](http://www.eastpointe.net)



We look forward to sharing additional information with you once our agreement is approved. In the meantime, please direct any questions to me at [sstroud@eastpointe.net](mailto:sstroud@eastpointe.net).

Best regards,  
Sarah N. Stroud

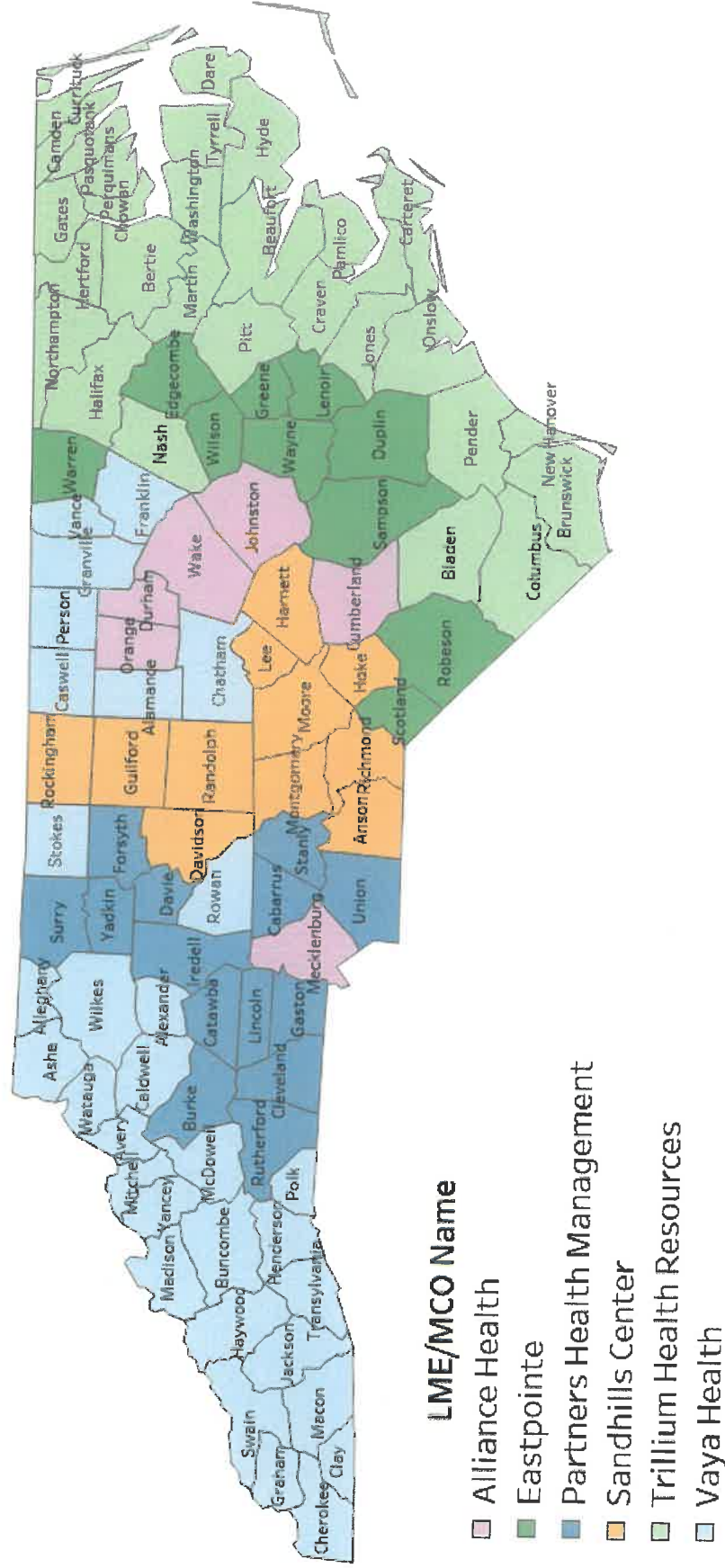
***If you are deaf or hard of hearing, dial 711 for NC Relay or 1-888-819-5112***

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[www.eastpointe.net](http://www.eastpointe.net)



# **Local Management Entity/Managed Care Organizations (LME/MCOs)** **NCDHHS Currently Has 6 LME/MCOs Operating Under the Medicaid 1915 b/c Waiver**



This map shows LME/MCO configuration as of 2/1/22.



**LME/MCO Contact Information**

**Alliance Health Office**

5200 Paramount Parkway, Suite 200  
Morrisville, NC 27560  
**Phone:** 919-651-8401  
**Fax:** 919-651-8672  
**Crisis Line:** 800-510-9132

**Eastpointe Office**

514 East Main Street  
Beulaville, NC 28518  
**Phone:** 800-913-6109  
**Fax:** 910-298-7180  
**Crisis Line:** 800-913-6109

**Partners Health Management Office**

901 South New Hope Road  
Gastonia, NC 28054  
**Phone:** 704-884-2501  
**Fax:** 704-884-2713  
**Crisis Line:** 888-235-4673

**Sandhills Center Office**

1120 Seven Lakes Drive  
West End, NC 27376  
**Phone:** 910-673-9111  
**Fax:** 910-673-6202  
**Crisis Line:** 800-256-2452

**Trillium Health Resources Office**

201 W. First Street  
Greenville, NC 27858-1132  
**Phone:** 866-998-2597  
**Crisis Line:** 877-685-2415

**Vaya Health**

200 Ridgefield Court, Suite 206  
Asheville, NC 28801  
**Phone:** 828-225-2785  
**Fax:** 828-225-2796  
**Crisis Line:** 800-849-6127



## Get Off The Lists! – Commitments to Work on Focus Areas

Which focus area would you like to choose?

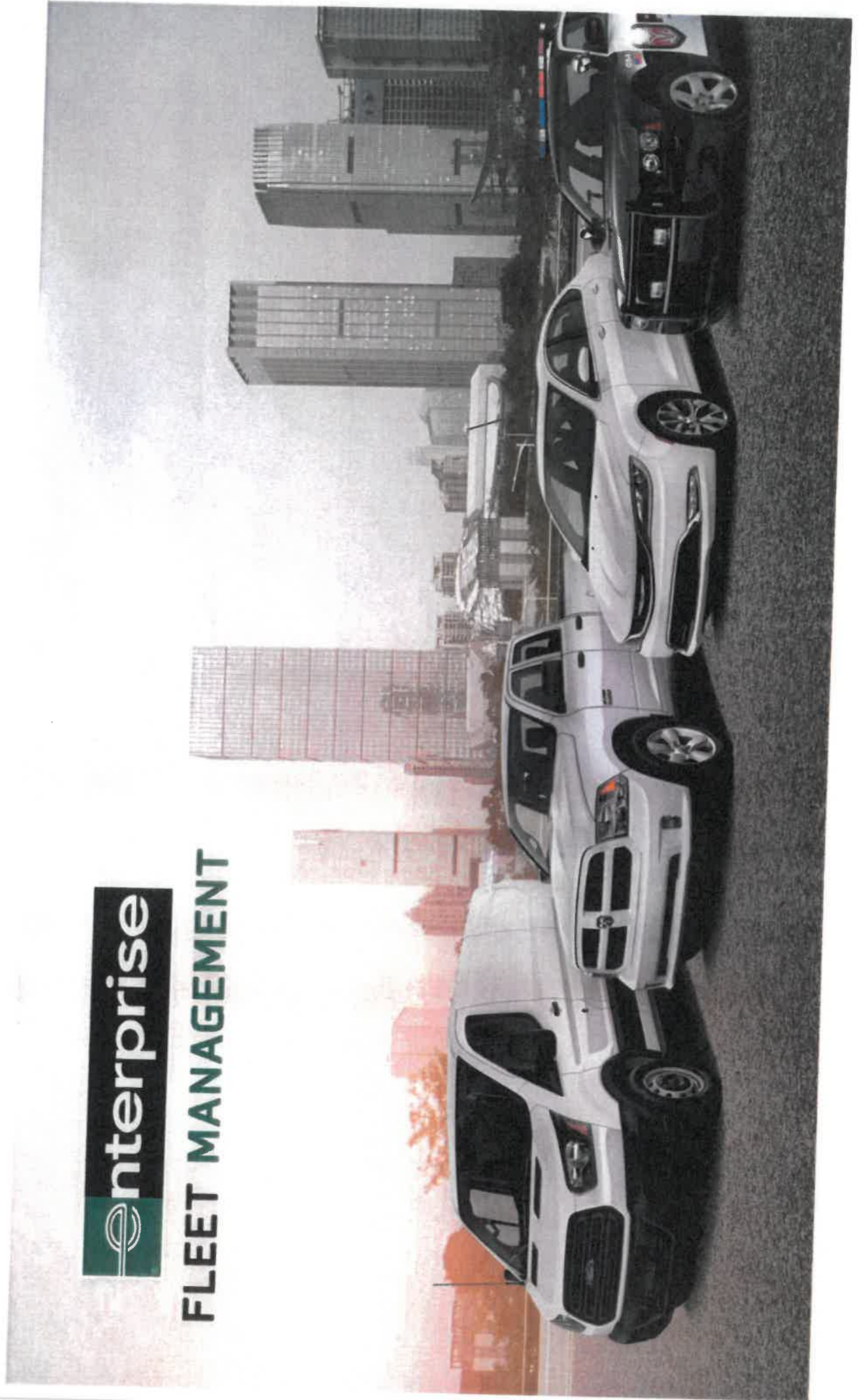
47 responses







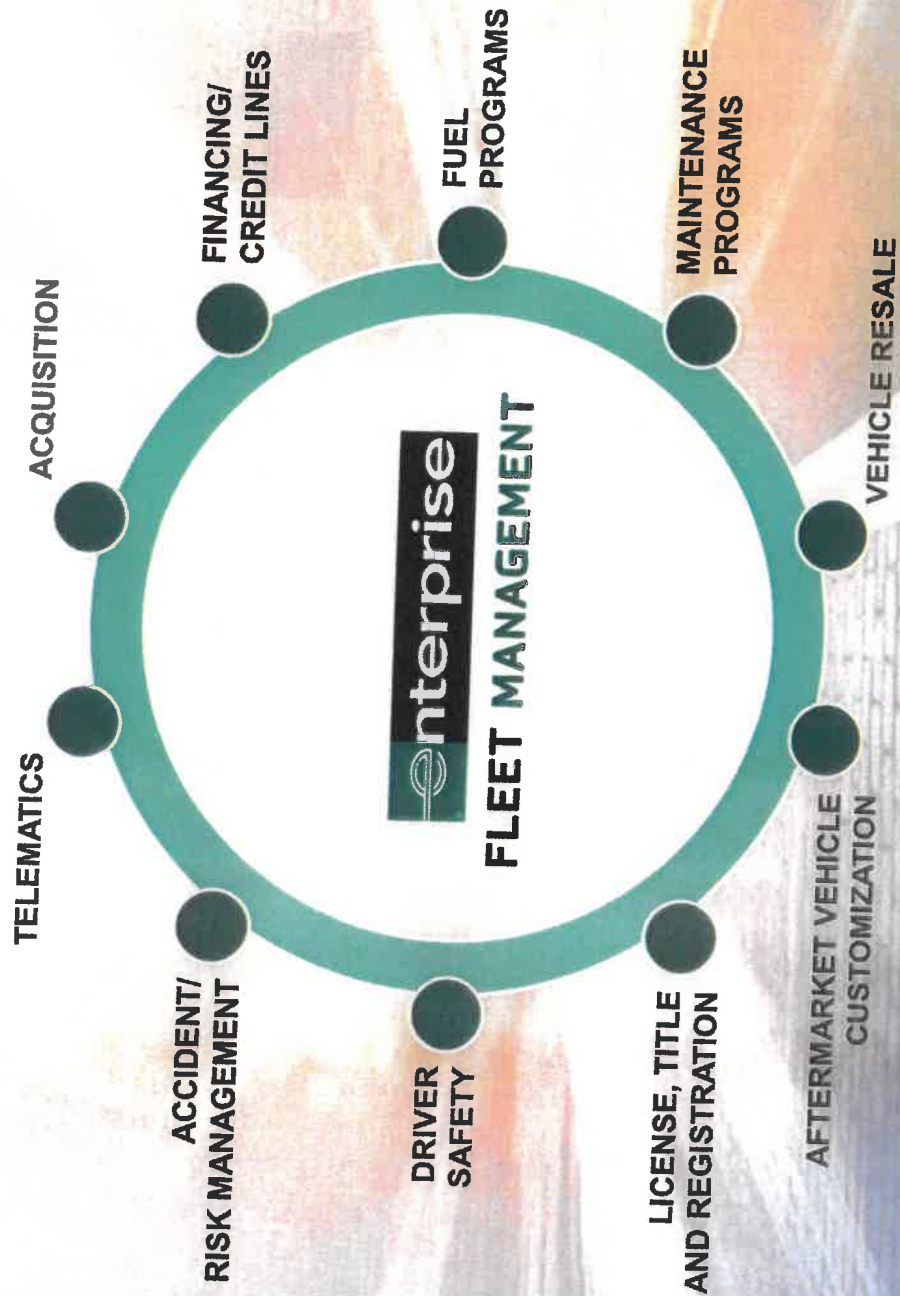
## FLEET MANAGEMENT





# DELIVERING SOLUTIONS. DRIVING RESULTS.

**enterprise**  
**FLEET MANAGEMENT**

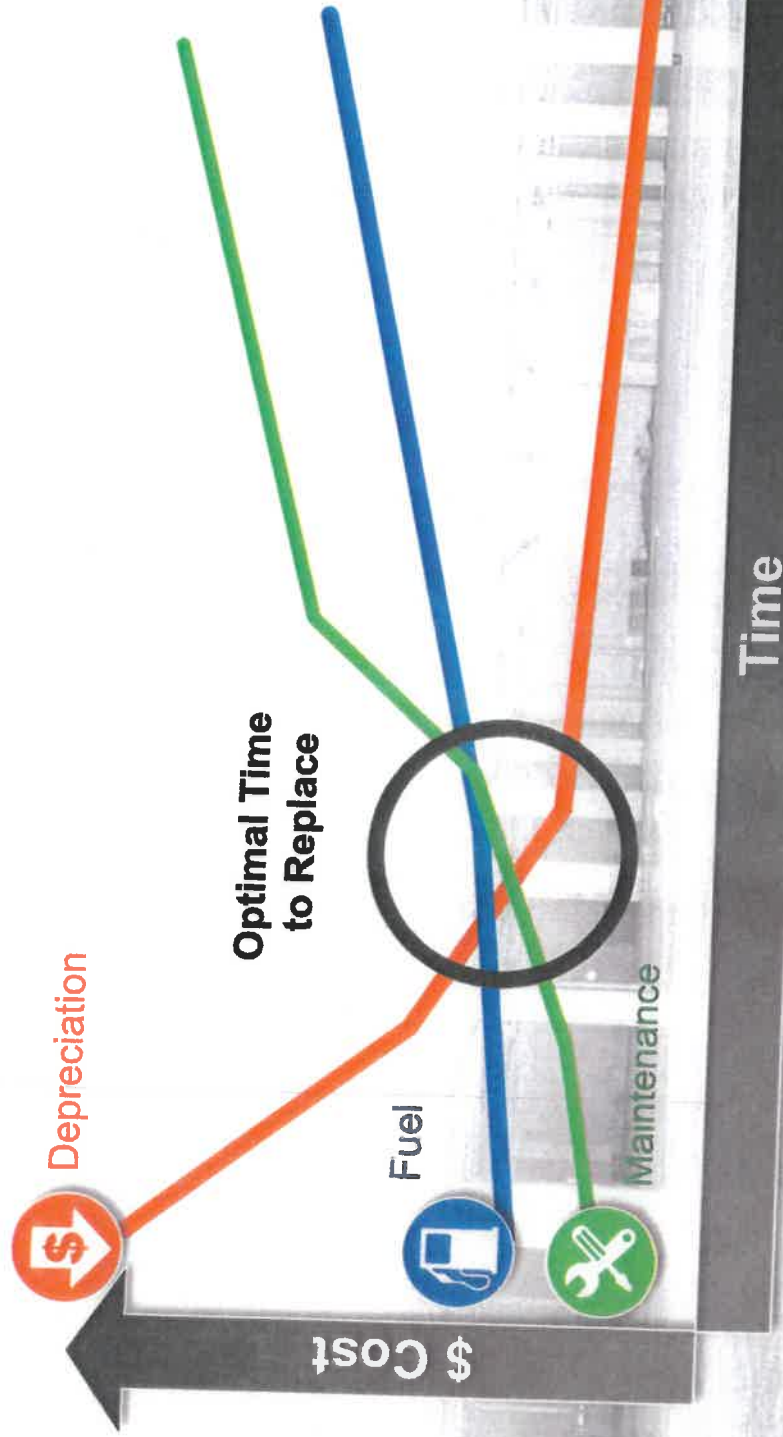


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# EFFECTIVE VEHICLE LIFECYCLE

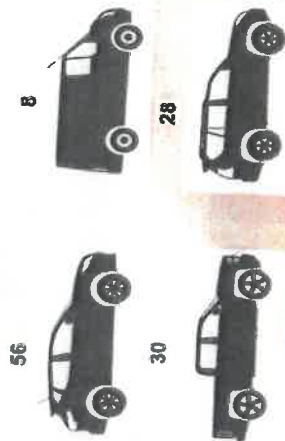


## Key Observations

- Depreciation/year declines over time
- Running costs of Fuel and Maintenance increase gradually over time
- Mandated MPG efficiencies reward staying on technology wave



### Vehicle Class



**12.20**  
HOLDING PERIOD

**2015**  
AVG. MODEL YEAR

**10.0**  
AVG. ANNUAL ACQUISITIONS

**15,300**  
AVG. ANNUAL MILEAGE

**7.8**  
AVG. AGE

**122**  
FLEET SIZE

**69**  
100K & >

**16**  
80K - 100k

**13**  
60K - 80k

**4**  
40K - 60k

**4**  
20K - 40k

**16**  
0K - 20k

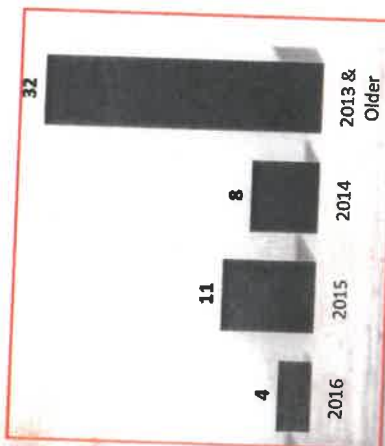
Honda 1

Toyota 1

Dodge 42

Chevrolet 26

Ford 52



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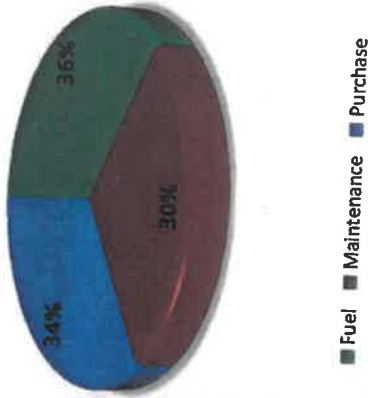
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# Edgecombe County - Fleet Planning Analysis

Current Fleet	122	Fleet Growth	-0.56%	Proposed Fleet	119
Current Cycle	12.20	Annual Miles	15,700	Proposed Cycle	4.10
Current Maint.	\$287.83			Proposed Maint.	\$75.96
Maint. Cents Per Mile	\$0.22	Current MPG	12	Price/Gallon	\$3.30

## Fleet Costs Analysis



Fiscal Year	Fleet Mix			Fleet Cost						Annual		
	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel	Fleet Budget	Net Cash
Average	122	10.0	122	0	490,255	0			421,388	513,315	1,424,958	0
'24	119	73	46	73	0	836,318	-409,880		225,425	440,648	1,092,511	332,447
'25	119	5	41	78	0	897,218	-39,938	-24,924	212,712	435,671	1,480,739	-55,782
'26	119	20	26	93	0	1,074,333	-150,800	-218,965	174,575	420,739	1,299,882	125,076
'27	119	27	18	101	0	1,188,249	-122,019	-65,068	154,235	412,776	1,568,173	-143,216
'28	119	28	0	119	0	1,326,247	-331,755	-773,858	108,471	394,858	723,962	700,995
'29	119	54	0	119	0	1,326,247		-332,739	108,471	394,858	1,496,836	-71,878
'30	119	35	0	119	0	1,326,247		-287,417	108,471	394,858	1,542,158	-117,201
'31	119	22	0	119	0	1,326,247		-121,239	108,471	394,858	1,708,336	-283,379
'32	119	14	0	119	0	1,326,247		-378,020	108,471	394,858	1,451,555	-26,598
'33	119	33	0	119	0	1,326,247		-925,363	108,471	394,858	904,212	520,745
10 Year Savings											\$981,209	

## Current Fleet Equity Analysis

YEAR	2024	2025	2026	2027	2028	Under-Utilized
QTY	73	5	15	8	18	3
Est \$	\$5,597	\$7,988	\$10,053	\$15,252	\$18,431	\$425
TOTAL	\$408,605	\$39,938	\$150,800	\$122,019	\$331,755	\$1,275
Estimated Current Fleet Equity**					\$1,054,391	

\* Lease Rates are conservative estimates

\*\* Estimated Current Fleet Equity is based on the current fleet "right union" and can be adjusted after physical inspection.

Lease Maintenance costs are exclusive of tires unless noted on the lease case quote.

## KEY OBJECTIVES

### Lower average age of the fleet

33% of the current light and medium duty fleet is over 10 years old  
Resale of the aging fleet is significantly reduced

### Reduce operating costs

Newer vehicles have a significantly lower maintenance expense  
Newer vehicles have increased fuel efficiency with new technology implementations

### Maintain a manageable vehicle budget

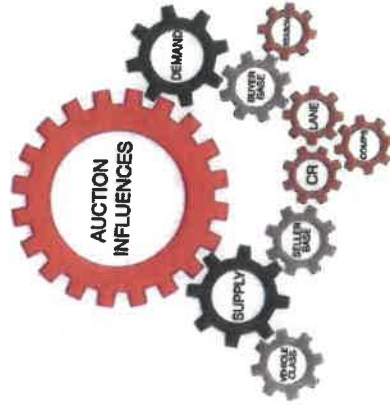
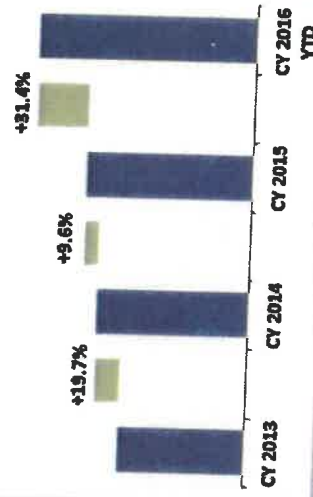
Challenged by inconsistent yearly budgets  
Current vehicle budget is underfunded



# VEHICLE DISPOSAL

Enterprise will maximize your resale value!

Manheim Volume  
3 Year-Old Models



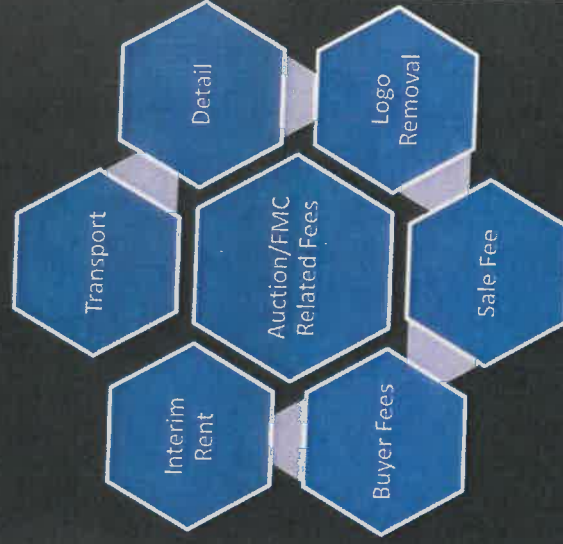
NC/VA Sales Distribution



## NC/VA Remarketing Statistics

- 35 dedicated sales professionals
- 800+ active dealers
- 12 Remarketing Lots
- 12.5 days to pick up and sell
- NC ranked #1 Nationally for 2016

## Net vs Gross



How much are you paying?



## OPERATING EXPENSES

### Maintenance

#### Full Maintenance

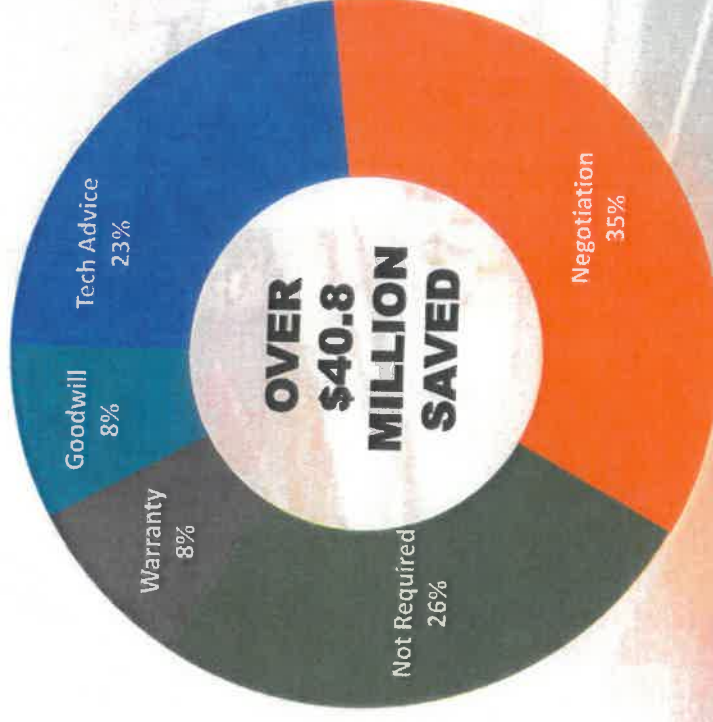
- Fixed monthly rate
- Simple process for all parties
- Includes: 24/7 Roadside, all major and minor repairs

#### Maintenance Management

- "Bridge" program for currently owned fleet vehicles
- Seamless experience for field drivers

#### Enterprise National Service Department

- 200 Employees with over 1,100+ total ASE certifications
- 400,000+ vehicles under management on this program
- \$40.8 million in customer savings in 2017
- \$3.5 million in post warranty/goodwill refunded to our customers in 2017





# OPERATING EXPENSES

## Fuel

### EFM Fuel Card

- Track and enforce fleet policy
- Control abuse/unauthorized purchases

### Key Payoffs

- EFM fuel card accepted at 90% of US retail fuel locations
- Lower fuel expenses by up to 15%
- Driver access to virtually all stations
- Simple access to "Level III" data with web tools



**SAVE**

**UP TO  
15%**

**ON  
FUEL  
COSTS.**

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# TELEMATICS



## FLEET

- Improve MPG
- Decrease Idling
- Reduce Speeding
- Engine Diagnostics
- Vehicle Maintenance



## SAFETY

- Risk & Safety Reports
- In-vehicle Coaching
- Accident Notifications
- Seatbelt Usage
- Driving in Reverse



## PRODUCTIVITY

- Customer Svc. Time
- Identify Unplanned Stops
- Drive Time vs. Customer Service Time



## COMPLIANCE

- HOS
- DVIR
- IFTA
- Driver e-logs
- Reduce Paperwork





## Resources

### Fleet Technology



**FLEET MANAGEMENT**

### Annual Client Review

***If we don't measure it, you can't improve it:***

- Web based solution for the EFM team to evaluate the prior year's fleet performance
- Analyze all fleet costs including *maintenance, fuel, insurance, depreciation, etc.*
- Document future goals to develop the best possible fleet cycling plan for the future of the fleet

### Fleet Planning Tool Kit

***Purchase the right vehicle at the right cost:***

- Online vehicle selector allowing Enterprise to compare up to 6 vehicles side-by-side
- Integrate all costs for a total cost analysis: *monthly vehicle costs, replacement schedules, maintenance, taxes, fuel, etc.*
- Determine the best time to replace your vehicles



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# RESOURCES

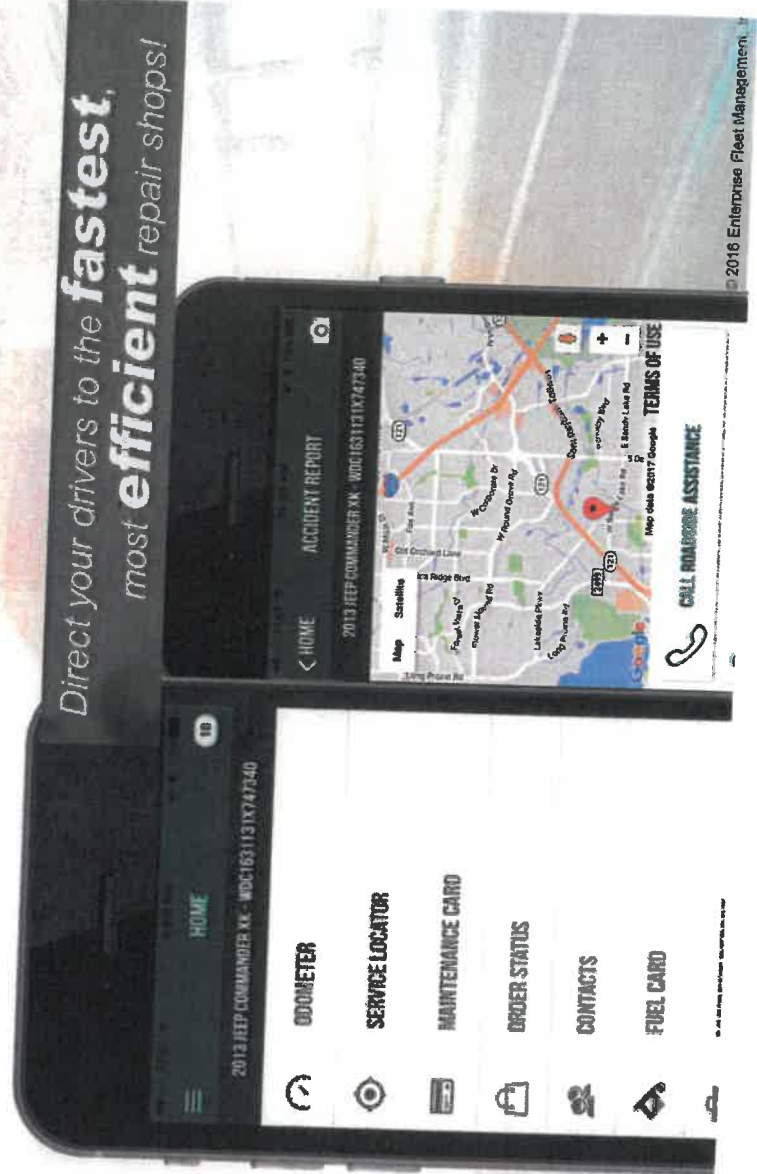
## Driver Resources



## FLEET MANAGEMENT

### Mobile App Features

- Maintenance Card
- Maintenance & Fuel Locators
- Accident Reports
- Order Status
- Roadside Assistance
- Alerts & Reminders
- Vehicle Information
- Contact Information
- Ability to Store Insurance Cards





# Questions?

Visit [www.efleet.com](http://www.efleet.com)

for program videos and resources.

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## FLEET MANAGEMENT

# Edgecombe County Menu Pricing

Equity Lease Menu Pricing							
Price	Year	Make	Model	Trim Level	Quantity	Term	Estimated Annual Mileage
\$47,728	2023	Chevy	Tahoe Police Vehicle	2WD	0	36	30000
\$59,728	2023	Chevy	Tahoe Police Vehicle with Upfit	2WD	2	36	30000
\$38,778	2023	Dodge	Durango Pursuit	AWD	0	36	30000
\$50,778	2023	Dodge	Durango Pursuit with upfit	AWD	0	36	30000
\$35,723	2023	Dodge	Charger V8	RWD	0	36	30000
\$47,723	2023	Dodge	Charger V8 with upfit	RWD	18	36	30000
\$43,890	2023	Ram	1500 Quad Cab	4WD	5	48	15000
\$30,000	2023	Toyota	Camry	SE	3	48	15000
					Monthly Cost (Lease Payment)	Annual Cost Excluding Maintenance	Annual Cost Excluding Maintenance by Quantity
					\$1,418.00	\$17,016.00	\$0.00
					\$1,774.00	\$21,288.00	\$42,576.00
					\$1,153.00	\$13,836.00	\$0.00
					\$1,509.00	\$18,108.00	\$0.00
					\$1,062.00	\$12,744.00	\$0.00
					\$1,418.00	\$17,016.00	\$306,288.00
					\$1,039.00	\$12,468.00	\$52,340.00
					\$712.00	\$8,544.00	\$25,632.00
					Total Annual Cost		
					\$436,836.00		

Lease rates are estimated based on current pricing



# Memorandum

**To:** Board of Commissioners  
**From:** Eric Evans, County Manager  
**Date:** 8/30/2023  
**Re:** 3rd Amendment to Corning Incentive Agreement



In May 2018 we entered into a Development and Incentive Agreement with Corning Incorporated for it to construct a facility within the Kingsboro Industrial Park. That Agreement was amended in July 2018 because of a delay in Corning accepting the property and then again in August 2021 to extend the tax grant years to match the original number of ten years that had effectively been reduced by a year due the delay in acceptance of the property. The Agreement, in exchange for certain inducements, required Corning to make investments by constructing its facility and employing a minimum number of employees at a required wage by October 23, 2023.

As you know, Corning completed construction of its facility several years ago, has been a valuable corporate citizen in Edgecombe County, and employs approximately 170 people, which is significantly more than what was required in the Incentive Agreement. We have had several conversations with representatives for Corning as we approach the end of the performance period of the Incentive Agreement and we realized that the Agreement should be amended to address a reversion provision related to the land and the formula for calculating the tax grants.

Although Corning constructed the complete facility it committed to build in 2018, because the construction cost came in less than anticipated, in part due to the use of local contractors, it

OFFICE OF THE COUNTY MANAGER



technically fell short of an investment cost threshold in the agreement. Because of that shortfall in investment cost, although Corning constructed and put in place the facility it committed to build at a cost of approximately 95% of what it committed to invest, the original agreement would require Corning to either convey the entire property and facility to the county or pay the county \$2,250,000, the full purchase price of the property. This reversion provision was intended to protect the county in the event that Corning never built the facility – a provision that we utilized to get the Triangle Tyre property back when that facility was not built. It should not apply the same here where Corning actually constructed what it committed to build. Instead of requiring Corning to pay the full purchase price of the property to the county, which would be an extraordinary and unfair result and would impair the county from attracting other industry, this amendment will require Corning to pay back a pro-rated portion of the purchase price equal to the actual percentage of the required investment cost multiplied by the full purchase price. The payment would be more in line with the spirit of the Agreement and would be made by reducing any tax grants due Corning.

In addition, the amendment will adjust the formula used to calculate the annual tax grants somewhat to account for the overperformance of Corning in either investment made or persons employed. This adjustment will not have a significant impact on the tax grants and it will still be capped at the original maximum amount of 40%, but it will adjust the amount in a more equitable way if Corning does overperform in its job creation at the end of the performance period.

We are excited about what Corning has done in the county and thankful for its continued commitment to the facility at Kingsboro. It is recommended that you approve the attached Amendment to the Development and Incentive Agreement including the attached Acknowledgement of Compliance that will eventually be recorded once all conditions of the Agreement are satisfied, as presented.



**THIRD AMENDMENT TO MAY 31, 2018 DEVELOPMENT AND INCENTIVE  
AGREEMENT ("Third Amendment")**

**(Project Agate)**

CORNING INCORPORATED (the "Company") and EDGECOMBE COUNTY (the "County") agree to amend Section 2. of the May 31, 2018 Development and Incentive Agreement, as amended on July 9, 2018 and on August 2, 2021, (the "Agreement") and Section 6. of Exhibit C to the Agreement, to read as follows:

**AGREEMENT**

2. **COMPANY'S COMMITMENTS.** In consideration of the County's incentives and inducements set forth in Section 1, the Company hereby undertakes to do the following:

a. **Acceptance of Site.** The Company agrees to accept the conveyance of the Project Site pursuant to the County Deed.

b. **Construction of Facility.** The Company agrees that on or before the end of five (5) years from the date of conveyance of the Project Site to the Company, the Company will construct or cause to be constructed and place in service on the Project Site improvements at a cost of at least Seventy Million Two Hundred Thousand Dollars (\$70,200,000.00) ("**Facility Investment**") and provide a certification of actual construction and expenditure (the "**Construction Certification**") signed and verified by an officer of the Company no later than thirty (30) days following such five (5)-year period. The parties agree that all such construction costs invested at the Project Site during the five (5)-year period directly by the Company or caused by the Company to be invested at the Project Site for lease to the Company and which are subject to ad valorem taxation in Edgecombe County shall be costs attributable to the Facility Investment. If the Company shall fail to construct or cause to be constructed such improvements with a non-depreciated initial capital investment cost of at least Seventy Million Two Hundred Thousand Dollars (\$70,200,000.00) within the five (5)-year period and provide the required Construction Certification then, pursuant to the provisions of Section 158-7.1 of the North Carolina General Statutes (the "**Local Development Act**"), the Company shall promptly re-convey the entire Project Site to the County or, in the alternative, at the election of the Company, the County shall apply a Reduction (as defined below) to the Annual Inducement(s) due to the Company, if applicable in accordance with Exhibit C, beginning in January 2024 until the Reduction is satisfied. For the avoidance of doubt, the Reduction shall only be applied one time, but may be satisfied through set-off of more than one Annual Inducement(s), as needed. The Reduction shall be calculated using the following formula: (i) a percentage equal to the actual non-depreciated capital investment of the Company divided by Seventy Million Two Hundred Thousand Dollars (\$70,200,000.00) (ii) multiplied by an amount equal to Fifteen Thousand Dollars (\$15,000.00) per acre for the entire Project Site (i.e., 150 acres), or Two Million Two Hundred Fifty Thousand Dollars (\$2,250,000.00) (iii) the resulting total of (ii) shall be subtracted from Two Million Two Hundred Fifty Thousand Dollars (\$2,250,000.00) (the "**Reduction**"). For purposes of example only, if at the end of the five (5)-year period the Company invested Sixty-Five Million Dollars (\$65,000,000.00), the actual non-depreciated capital investment divided by the Facility Investment would yield a percentage of 92.6%. This percentage would then be multiplied by Two Million Two Hundred Fifty Thousand Dollars (\$2,250,000.00) resulting in a total of \$2,083,500.00. \$2,083,500.00 less \$2,250,000.00 provides the amount of the Reduction. The County would then apply the one-time Reduction of \$166,500.00 to the Annual Inducement(s). Reconveyance of the entire Project Site to the County or such one-time Reduction to the Annual Inducement(s) by the County shall constitute full and complete satisfaction by the Company of its obligations to the County under the Local Development Act and otherwise as a result of the Company's failure to construct or cause to be constructed the required



improvements, and there shall be no other recourse by the County against the Company with respect to the conveyance of the Project Site to the Company.

If the Project Site is re-conveyed to the County pursuant to this Section 2.b., the Project Site shall be re-conveyed free and clear of all liens and encumbrances other than (i) the lien of current ad valorem taxes in the year of re-conveyance, (ii) matters of record or of survey that affected the Project Site when the County conveyed the Project Site and (iii) any customary utility easements and agreements for industrial properties (other than any liens and encumbrances) placed on the Project Site by the Company which would not have a material adverse effect on the use of the Project Site for manufacturing, distribution and related purposes. (Notwithstanding the foregoing intent of the parties, if the Company is in any event required by applicable law, judicial decision or otherwise to re-convey the Project Site to the County, the County shall at closing of the re-conveyance of the Project Site to the County grant to the Company an option to purchase the entire Project Site (or such portion thereof upon which the County and the Company in their discretion agree) and all improvements thereon following any such re-conveyance to the County for the sum of Fifteen Thousand Dollars (\$15,000.00) in cash per acre.

The County Deed shall include the provisions of this Section 2.b., including without limitation the obligation of re-conveyance set forth herein, which shall run with the title to the land and be binding upon all successors and assigns of the Company as owners of the Project Site. Any conveyance of the Project Site shall be subject to the terms and provisions of Section 7.c. hereof until the Company has performed its obligations under this Section 2. Upon receipt of the Construction Certification, and, if applicable, after application of a one-time reduction to the Annual Inducement as described above, the County agrees to execute and record a satisfaction, in the form attached hereto as **Exhibit D** acknowledging that the capital investment requirements under this Agreement and the County Deed have been satisfied by the Company and no longer burden the Project Site.

### **EXHIBIT C**

#### **Annual Inducements**

6. If by the end of the Performance Period the Company does not achieve the Required Investment obligation and does not achieve and maintain the Required Employment obligation and the Required Wage obligation, the Annual Inducement grants payable thereafter will be reduced by an amount equal to the pro rata reduction in accordance with the below formula (the "**Pro Rata Reduction**"). In no case will the Pro Rata Reduction result in an Annual Inducement greater than 40% of the ad valorem taxes paid on the Investment Base.

#### **Pro Rata Reduction Formula**

a = actual investment of the Company as determined by the Compliance Certificate

b = Required Investment of \$86,000,000

c = actual employees employed by the Company at an annual average wage at or above the Required Wage

d = Required Employment of 111

$$((65\% \times a/b) + (35\% \times c/d)) - 100\% = \text{Pro Rata Reduction (if resulting percentage is negative)}$$

For example, if the Company invests Sixty-Five Million Dollars (\$65,000,000.00), and employs one hundred twenty-one (121) permanent full-time employees at an annual average wage at or above the Required Wage as of the end of the Performance Period, as determined by the Compliance Certification, the Annual Inducement grants payable thereafter will be reduced by 12.7191% (from 40% of the ad valorem taxes paid on the Investment Base during the designated tax year to 34.912%) as calculated below.



$a/b = (\text{actual investment} = \$65,000,000 / \text{Required Investment} = \$86,000,000) = 75.581\%$

$65\% \times 75.581\% = 49.127\%$

$c/d = (\text{actual employees} = 121 / \text{Required Employment} = 111) = 1.090$

$35\% \times 1.090 = 38.153\%$

$(49.127\% + 38.153\%) - 100\% = -12.719\%$

$12.719\% \times 40\% \text{ Annual Inducement} = 5.088\% \text{ Pro Rata Reduction; therefore, Annual Inducement reduction from } 40\% \text{ to } 34.912\%$

Except as amended herein and by the First Amendment dated July 9, 2018 and the Second Amendment dated August 2, 2021, the terms of the May 31, 2018 Development and Incentive Agreement are ratified and affirmed and shall remain in full force and effect.

[SIGNATURE PAGES TO FOLLOW]



IN WITNESS WHEREOF, the parties hereto evidence their acceptance and agreement with this Third Amendment by execution of this Third Amendment under seal as of \_\_\_\_\_, 2023.

**COUNTY:**

**EDGECOMBE COUNTY**

By: \_\_\_\_\_  
Name: Leonard Wiggins  
Title: Chairman, Board of Commissioners

*Attest:*

\_\_\_\_\_  
Title: Clerk to the Board of Commissioners

CORPORATE SEAL

STATE OF NORTH CAROLINA

COUNTY OF EDGECOMBE

I certify that Leonard Wiggins personally appeared before me this day, acknowledging to me that he/she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: the Chairman of the Board of Commissioners of Edgecombe County.

Date: \_\_\_\_\_, 2023.

Official Signature of Notary: \_\_\_\_\_

Notary's Printed or Typed Name: \_\_\_\_\_, Notary Public

My Commission Expires: \_\_\_\_\_

(Official Seal)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Linda Barfield  
Chief Financial Officer



**COMPANY:**

**CORNING INCORPORATED**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

(CORPORATE SEAL)

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I certify that \_\_\_\_\_ personally appeared before me this day, acknowledging to me that he/she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: the \_\_\_\_\_ of Corning Incorporated

Date: \_\_\_\_\_, 2023.

Official Signature of Notary: \_\_\_\_\_

Notary's Printed or Typed Name: \_\_\_\_\_, Notary Public

My Commission Expires: \_\_\_\_\_

(Official Seal)

[THIS IS THE FINAL SIGNATURE PAGE]



**EXHIBIT D**

**FORM OF ACKNOWLEDGMENT OF COMPLIANCE WITH AND SATISFACTION OF CERTAIN  
REQUIREMENTS OF A DEVELOPMENT AND INCENTIVE AGREEMENT AND DEED  
CONDITIONS**

[Attached]



Prepared by and after recording return to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**STATE OF NORTH CAROLINA  
COUNTY OF EDGECOMBE**

This instrument should be indexed as a “subsequent instrument,” pursuant to N.C.G.S. § 161-14.1, and is intended to modify the following previously registered instrument: Warranty Deed, Book 1685, Page 955-963, in the Office of the Register of Deeds of Edgecombe County, North Carolina.

**ACKNOWLEDGMENT OF COMPLIANCE WITH AND SATISFACTION OF  
CERTAIN REQUIREMENTS OF A DEVELOPMENT AND  
INCENTIVE AGREEMENT AND DEED CONDITIONS**

EDGECOMBE COUNTY (the “County”) and CORNING INCORPORATED (the “Company”) hereby record this Acknowledgement of Compliance with and Satisfaction of Certain Requirements of a Development and Incentive Agreement and Deed Conditions (this “Acknowledgment”) to acknowledge and evidence the satisfaction of the requirements of Section 2.b. of the May 31, 2018 Development and Incentive Agreement, as amended on July 9, 2018, August 2, 2021, and September 5, 2023, between the County and the Company (the “Agreement”) and the County Deed Conditions (as defined below) included in that deed from the County to the Company dated October 22, 2018 and recorded in **Book 1685, Pages 955-963**, Edgecombe County Registry (the “County Deed”).

Specifically, the County and the Company acknowledge the requirements of Section 2.b. of the Agreement are met and satisfied. In addition, the parties acknowledge the conditions in the County Deed regarding the Facility Investment, construction of the Facility and any consequence for the Company or recourse by the County for the failure to construct the Facility, which conditions begin on Page 959 and conclude on Page 960 of the County Deed (i.e., the third to last paragraph of the County Deed) (the “County Deed Conditions”), are met and satisfied, and that the entirety of the property conveyed to the Company pursuant to the County Deed is hereby released from (and is no longer burdened by) such conditions, restrictions and consequences. The County hereby acknowledges the complete and full satisfaction by the Company of its obligations



to the County under Section 2.b. of the Agreement and the Local Development Act, and the County Deed Conditions, and there shall be no other recourse by the County against the Company with respect to the conveyance of the Project Site to the Company.

Capitalized terms used in this Acknowledgment and not defined herein shall have the meanings set forth in the Agreement. The parties acknowledge and agree that all terms and conditions of the Agreement and the County Deed not specifically identified in this Acknowledgement as being satisfied remain in full force and effect.

[SIGNATURE PAGES FOLLOW THIS PAGE.]



**IN WITNESS WHEREOF**, the parties hereto evidence their acceptance and agreement with this Acknowledgement of Compliance with and Satisfaction of Certain Requirements of a Development and Incentive Agreement and Deed Conditions by execution of this this Acknowledgement of Compliance with Certain Requirements of a Development and Incentive Agreement and Deed Conditions under seal as of \_\_\_\_\_, 2023.

**COUNTY:**

**EDGECOMBE COUNTY**

By: \_\_\_\_\_

Name: Leonard Wiggins

Title: Chairman, Board of Commissioners

*Attest:*

\_\_\_\_\_  
Title: Clerk to the Board of Commissioners

CORPORATE SEAL

STATE OF NORTH CAROLINA

COUNTY OF EDGECOMBE

I certify that Leonard Wiggins personally appeared before me this day, acknowledging to me that he/she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: the Chairman of the Board of Commissioners of Edgecombe County.

Date: \_\_\_\_\_, 2023.

Official Signature of Notary: \_\_\_\_\_

Notary's Printed or Typed Name: \_\_\_\_\_, Notary Public

My Commission Expires: \_\_\_\_\_

(Official Seal)



**COMPANY:**

**CORNING INCORPORATED**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

(CORPORATE SEAL)

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I certify that \_\_\_\_\_ personally appeared before me this day, acknowledging to me that he/she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: the \_\_\_\_\_ of Corning Incorporated

Date: \_\_\_\_\_, 2023.

Official Signature of Notary: \_\_\_\_\_

Notary's Printed or Typed Name: \_\_\_\_\_, Notary Public

My Commission Expires: \_\_\_\_\_

(Official Seal)

[THIS IS THE FINAL SIGNATURE PAGE]