

The Northampton County Board of Commissioners will meet in Regular Session on Wednesday January 18, 2017 at 6:00 p.m. in the Commissioners' Meeting Room located at 100 West Jefferson Street, Jackson, North Carolina. The purpose of the meeting is to conduct public business as indicated on the following agenda.

<u>TAB</u>	<u>TIME</u>	<u>DESCRIPTION</u>
	5:50	Agenda Work Session
1	6:00	Approval of Regular Meeting Minutes for January 4, 2017 3
2		Approval of Closed Session Minutes for January 4, 2017 84
3		Approval of Agenda for January 18, 2017 86
4	6:05	Public Hearing-Special Use Permit 88
		Mr. William Flynn, Zoning Director
5	6:20	Judge Brenda Branch, Chief District Court Judge 92
		Progression of Court 92
6	6:35	Ms. Kimberly Turner, County Manager
		1) Revised Credit Card Policy 94
		2) Management Matters 95
7	6:50	Citizens/Board Comments
8	7:20	Closed Session
		G.S. 143-318.11 (a)(6)-Personnel
	7:35	Adjourn

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 1

Agenda Time: 6:00 pm

Presenter and/or Subject Matter:

Approval of Regular Meeting Minutes for January 4, 2017

Komita Hendricks

1 Approval of Regular Meeting Minutes for January 4, 2017
NORTHAMPTON COUNTY
REGULAR SESSION
January 4, 2017

Be It Remembered that the Board of Commissioners of Northampton County met on January 4, 2017 with the following present: Fannie Greene, Chester Deloatch, Geneva Faulkner, Charles Tyner and Robert Carter.

Others Present: Kimberly Turner, Scott McKellar, Leslie Edwards, Nathan Pearce, and Komita Hendricks

Agenda Work Session:

A work session was held to discuss today's agenda items. Chairman Carter called upon County Manager Kimberly Turner for input. Ms. Turner requested to add under Tab #6- Item #3 for Bank Account Signatures and remove Item # 6 under Tab #8. Chairman Carter called upon Commissioners for input. Commissioner Tyner requested to add a closed session for purpose of G.S. 143-318.11(a) (6)-Personnel after Tab #12.

Regular Session:

Chairman Carter called the meeting to order, welcomed everyone, and announced when citizens could make comments. Commissioner Tyner gave the Invocation and the Pledge of Allegiance was recited.

Approval of Regular Session Minutes for December 5, 2016:

Commissioner Faulkner asked to add the addressing of 2 new commissioners by Mr. Albert Vann to the minutes because of the response from Commissioner Tyner.

A motion was made by Chester Deloatch and seconded by Fannie Greene to approve the Regular Session Minutes for December 5, 2016 with adding the recommendation from Commissioner Faulkner. **Question Called: All present voting yes. Motion carried.**

Approval of Agenda for January 4, 2017:

A motion was made by Charles Tyner and seconded by Chester Deloatch to approve the amended agenda for January 4, 2017. **Question Called: All present voting yes. Motion carried.**

Trillium Annual Report:

Mr. Bland Baker, Trillium Northern Regional Director, appeared before the Board to provide an Annual Report from Trillium with a PowerPoint presentation.

Squire Acres:

Mrs. Vivian King-Jackson, citizen, appeared before the Board to inquire about Board action in regards to Squire Acre Road. Mrs. King-Jackson provided information to Commissioner Tyner and Commissioner Faulkner about Squire Acre Road conditions. Mrs. King-Jackson asks what this Board is going to do about Squire Acre's Road.

Chairman Carter asked County Manager to provide the Board with an update.

Ms. Kimberly Turner, County Manager, stated that this issue was brought to the Commissioners attention in the November meeting. Ms. Turner also provided the Commissioners with letter from the State Department of Transportation that listed the issue with Squire Road and funding needed to fix the road before they could take over the road. Ms. Turner stated one of the issues was the location of our water line that needs to be relocated whereby the Public Works Director did a cost estimate to relocate the water line which would cost approximately \$68,000. Ms. Turner further stated that the county has found funding through Capital Reserve from the water department.

Board Decision-Rezoning:

Mr. William Flynn, Zoning Director, appeared before the Board to get a decision on the Re-Zoning for Parcel # 0109977.

A motion was made by Fannie Greene and seconded by Geneva Faulkner to approve the Rezoning from AR1 to AR. **Question Called:** *All present voting yes.* **Motion carried.**

Mr. William Flynn, Zoning Director, appeared before the Board to request a Public Hearing date and time for a Special Use Permit.

Chairman Carter asked the Clerk, Komita Hendricks, for a date and time. Ms. Hendricks gave the date and time of January 18, 2017 at 6:05 pm.

A motion was made by Fannie Greene and seconded by Charles Tyner to set the date and time of January 18, 2017 at 6:05 pm for a Public Hearing for a Special Use Permit. **Question Called:** *All present voting yes.* **Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

DECISION PAPER

TO: The Northampton County Board of Commissioners
FROM: William Flynn, Northampton County Planning and Zoning Director
DATE: November 21, 2016
SUBJECT: Re-zoning request, Lewis Belmont Properties, LLC - Bill Futrell

PURPOSE:

The purpose of this public hearing is to receive and consider public input regarding a re-zoning request that, if granted, will change the zoning designation of 1123 acres from Agricultural Residential Watershed-1 (AR-1) to Agricultural-Residential (AR).

FACTS:

1. The property is listed as being 1123 acres in size.
2. It is located on the south side of NC 46 approximately ¾ mile southeast of the intersection of NC46 and SR-1214 (River Road)
3. The property is currently zoned as Agricultural – Residential Watershed 1 (AR-1).
4. Historically the property has been used as a timber farm.
5. This request was given a favorable recommendation by the Northampton County Planning Board.

DISCUSISON:

When trying to determine the viability of a re-zoning request, there are several things that need to be discovered and discussed during the public hearing. The following items must be considered in any re-zoning decision:

RELATIVE SIZE OF THE PROPERTY

The property proposed for re-zoning is a very large parcel of land at 1123 acres and is the largest parcel in the area in which it is located. Most of the surrounding properties range from approximately ten (10) acres to approximately seventy (70) acres with a few small residential lots scattered throughout.

BENEFITS AND DETRIMENTS

This is a breakdown of who may benefit if the property is re-zoned and who may be harmed if it isn't. This family owned parcel of land that is being proposed for re-zoning has been operated for many years as a tree farm. A large portion of the trees on the property have been harvested in the recent past. If the property is re-zoned, it appears that the only ones that would benefit are the current property owners. This would be because it would add one permitted use to the lists of uses thereby giving them more options in which they may use the property. If the property owner benefits, do the nearby property owners suffer in any way? Maybe, while there is only one additional permitted use between the two districts, there are several more conditional uses and special uses that may be allowed in an AR district versus an AR-1 district. Therefore, the overall AR uses might be a bit more overwhelming than what the residents in an AR-1 district are used to handling. I'll speak more on this later.

Who may be harmed if the property isn't re-zoned? It is easy to see that the property owners may have more restrictions with what they can do with their property thereby slightly limiting the development options of this property. However, that is one of the specific purposes of a zoning ordinance. It should be used to prohibit, or allow, certain uses in specific areas of the County that have been previously designated or approved by the Board of Commissioners. Property owners aren't guaranteed the highest and best use of their properties, only reasonable use. The fact that this property has been successfully used as a tree farm for years is a testament to reasonable use of the property. It isn't likely that the adjoining owners will be

harmed in anyway if the property isn't re-zoned because things will stay as they are and have been since the adoption of county-wide zoning in January 1994.

DISPARITY OF USES:

The purposes of this section are to take a look at the differences between the current zoning district and the proposed zoning district. There is a list of uses for both districts attached to this paper for comparison but I will quickly show the difference in number of uses between the districts.

Agricultural Residential Watershed-1	Permitted Uses – 13
	Conditional Uses – 22
	Special Uses – 3
Agricultural Residential	Permitted Uses – 13
	Conditional Uses – 27
	Special Uses – 14

It's obvious that the differences in permitted uses, from a numerical standpoint, are even but where the real changes take place is in the Conditional and Special Use category. Typically the permitted uses between these two districts are similar in level of community impact. It's nearly the same with the Conditional Uses. However, there is a very large difference between the two districts where Special Uses are concerned. And rightfully so, as Special Uses are typically uses that tend to be more disruptive to the community. These types of uses usually bring more noise, traffic, smells, etc to districts that aren't accustomed to such things. Sometimes they pose a greater possibility of damaging the environment as well. Having the potential to allow some of these uses in an area that is supposedly more restricted to protect the watershed, hence the watershed designation may not be the best option for the community or environment.

COMPATIBILITY WITH THE LAND USE PLAN:

For years we have used the zoning ordinance and the zoning map as a guide for land use in Northampton County. The property in question and the adjoining properties are either zoned as AR-1 or AR-2. There are a few parcels north of the subject parcel that are zoned AR. It is obvious that the intent for the Watershed designation of these properties is to protect the environment/watershed by limiting the uses on these properties. Properties in our AR-1 and AR-2 zoning districts tend to be more densely populated therefore by re-zoning the property to AR, a greater number of citizens may be exposed to more noxious uses in a more condensed space than the same use in a less densely populated area located in an AR district. Changing the designation of this parcel in an area that is predominantly AR-1 or AR-2 probably doesn't fit with the land use plan for the County.

CONCLUSION:

This is a very large parcel of land located near the dam separating Gaston Lake and the Roanoke Rapids Reservoir. The property is currently zoned Agricultural Residential Watershed 1 (AR-1) and the owners are petitioning to have the zoning changed to Agricultural Residential (AR). It appears that the only party that stands to benefit from this rezoning action would be the property owners. Also, there is a large difference of Special Uses allowed between each district. The surrounding properties are predominantly zoned with some sort of Watershed designation thereby indicating that they are purposefully protected from the most noxious of uses typically allowed in AR districts as Special Uses.

On the face of things, it would appear that there isn't much difference between AR districts and AR-1 zoning districts however, digging deeper into the types of uses that require public hearings, it is clear that there is an attempt to keep most of the Special Uses that may be permitted in an AR zoning district out of an AR-1 zoning district. This is most likely due to trying to protect the environment and making an attempt to lessen the negative impact on the more densely populated areas.







Budget Amendments:

Ms. Leslie Edwards, Finance Director, appeared before the Board to obtain approval of Budget Amendment #67 for Fiscal Year 2015-2016.

A motion was made by Charles Tyner and seconded by Chester Deloatch that Budget Amendment #67 be adopted. **Question Called: All present voting yes. Motion carried.**

Financial Report:

Ms. Leslie Edwards, Finance Director, appeared before Board to provide a financial report for Northampton County's Operating Budget for the period ending September 30, 2016.

Bank Account Signatures:

Ms. Leslie Edwards, Finance Director, appeared before the Board to obtain approval of a Bank Resolution for signature for Northampton County Central Depository bank account at Southern Bank.

A motion was by Charles Tyner and seconded by Fannie Greene to approve Mr. Robert V. Carter as the second signatory on the Northampton County Central Depository Account #0240, and to allow the former Chairwoman to continue signing Central Depository accounts payable check until the new signature plates can be put in place. **Question Called: All present voting yes. Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**



NORTHAMPTON COUNTY

Finance Department & Management Information Systems

Post Office Box 663

Jackson, North Carolina 27845

Finance Telephone (252) 534-1536 or (252) 534-5301

MIS Telephone (252) 534-6171

Fax (252) 534-1239

Leslie H. Edwards
Finance Officer

Bill Blanchard
MIS

INFORMATION PAPER

TO: Northampton County Board of Commissioners

FROM: Leslie H. Edwards
Finance Officer

DATE January 4, 2016

RE: Northampton County Operating Budget Report
For period ending September 30, 2016.

Attached you will find the operating budgets for period ending **September 30, 2016**.
The budget indicated revenues and expenditures for the following funds:

Operating budget (General & Social Services)

Revenues (under) Expenditure	\$ 866,780.72	Fund 11-General
Revenues (under) Expenditures	+ 405,371.06	Fund 80- Social Services
Net Revenues under Expenditures	\$ 1,272,151.78	

Enterprise Funds-

Water – Revenue over Expenditures	\$ 510,810.25
Solid Waste- Revenue under Expenditures	\$ 182,471.49

Notes:

The operating fund (general and social services) is showing revenues under expenditures for the first three months of fiscal year 2017.

The water enterprise fund has revenues over expenditures for the first three months of fiscal year 2017 by \$510,810.25.

The solid waste enterprise fund has revenue under expenditures by \$182,471.49.

Respectively submitted.



NORTHAMPTON COUNTY

Finance Department & Management Information Systems

Post Office Box 663

Jackson, North Carolina 27845

Finance Telephone (252) 534-1536 or (252) 534-5301

MIS Telephone (252) 534-6171

Fax (252) 534-1239

Leslie H. Edwards
Finance Officer

Bill Blanchard
MIS

DECISION PAPER

TO: Northampton County Board of Commissioners

FROM: Leslie H. Edwards, Finance Officer

DATE: January 4, 2017

RE: Bank Account Signatures

PURPOSE:

The purpose of this decision paper is to obtain approval of Bank Resolution for signature for the following bank account at Southern Bank:

Northampton County Central Depository

FACTS:

Northampton County changed Board Chairman in December, 2016. This account must have the Finance Officer's signature and a second signature to be appointed by the Board. It is normal practice that the Board Chairman be the second signatory on the Central Depository Account.

RECOMMENDATION:

The Board of Commissioners approve Mr. Robert V. Carter as the second signatory on the Northampton County Central Depository Account #0240, and to allow the former Chairman to continue signing Central Depository accounts payable checks until the new signature plates can be put in place.

Respectfully submitted,

COORDINATION:

Kimberly L. Turner
County Manager

Concur: _____

Concur with Comment: _____

Non-Concur: _____

Approved: _____

Appointment to HCCBG Committee:

Mrs. Joslyn Debraux-Reagor, Aging Director, appeared before the Board to obtain approval of appointment of Brenda Lane, Peggy Cary, and Jean Storey to the HCCBG advisory committee.

A motion was made by Charles Tyner and seconded by Chester Deloatch to appoint Brenda Lane, Peggy Cary and Jean Storey to the HCCBG advisory committee. **Question Called:** *All present voting yes.* **Motion carried.**

Appointment to the NC Senior Tar Heel Legislator:

Mrs. Joslyn Debraux-Reagor, Aging Director, appeared before the Board to obtain approval of the appointment of Clara Parker and Vivian Hunter, as an alternative to the Senior Tar Heel Legislator.

A motion was made by Charles Tyner and seconded by Chester Deloatch to appoint Clara Parker and Vivian Hunter to the Senior Tar Heel Legislator. **Question Called:** *All present voting yes.* **Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

DECISION PAPER

To: Northampton County Board of Commissioners
From: Office on Aging
Date: December 19, 2016
Reference: HCCBG Members appointment
FY 2016-2017

Purpose: To obtain the Board's approval of Brenda Lane, Peggy Cary and Jean Storey appointment to the HCCBG advisory committee.

Facts: The by-laws state that the committee have at least 10 members and right now we are short of three.

Discussion: Brenda Lane, Peggy Cary and Jean Storey want to be a part of this committee with the understanding that it would be a voice for the interest of the aging population.

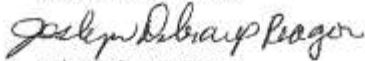
Conclusion:

Approval of Brenda Lane, Peggy Cary and Jean Storey appointment will be appreciated.

Recommendation:

That Brenda Lane, Peggy Cary and Jean Storey be appointed to the HCCBG advisory committee.

Respectfully Submitted



Joslyn Debraux-Reagor
Northampton County Office on Aging

DECISION PAPER

To: Northampton County Board of Commissioners
From: Office on Aging
Date: December 19, 2016
Re: Appointment to the North Carolina Senior Tar Heel legislator

Purpose: To obtain the Board's approval of recommendations to the Senior Tar Heel Legislator

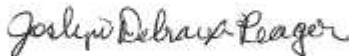
Facts: The Northampton County Home and Community Care Block Grant Advisory Committee By-Laws require that there be a delegate and alternate for each county for representation to speak on behalf of the senior's interest and needs. The Committee has voted Mrs. Clara Parker as Delegate and Vivian Hunter as Alternate.

Discussion: The delegate for Northampton County has been Mr. Chuck Youse of Henrico has served for several years and since retired from the committee. Mrs. Clara Parker of Rich square was appointed Alternate September of 2015 and been serving as alternate since her appointment.

Conclusion: Approval of the new Delegate Mrs. Clara Parker and Mrs. Vivian Flythe Hunter as Alternate Delegate for the North Carolina Senior Tar Heel Legislator

Recommendation: That the Board of Commissioners approves the recommendation for Clara Parker to be named Delegate and Vivian Flythe Hunter Alternate for the North Carolina Senior Tar Heel Legislator.

Respectfully Submitted,



Joslyn Debraux-Reagor, Director

Recyclable Shingle Disposal Agreement:

Mr. Jason Morris, Public Works Director, appeared before the Board to obtain approval to enter into an agreement with Barnhill Contracting Company for the disposal of recyclable asphalt shingles.

A motion was made by Charles Tyner and seconded by Chester Deloatch to approve the agreement with Barnhill Contracting Company for the disposal of recyclable asphalt shingles collected through the Northampton County Shingle Recycling Program. **Question Called:** *All present voting yes.* **Motion carried.**

Solid Waste Tipping Fee Rate Change:

Mr. Jason Morris, Public Works Director, appeared before the Board to obtain approval of an increase in tipping fee for acceptable shingles for the shingle recycling program.

A motion was made by Charles Tyner and seconded by Chester Deloatch to approve the tipping fee of \$25.00 per ton of acceptable shingles collected for the shingle recycling program to be effective immediately. **Question Called:** *Yes (Commissioners Carter, Tyner, Deloatch, and Greene); no (Commissioner Faulkner).* **Motion carried.**

Resolution for Local Water Supply Plan for 2015 Milwaukee Water Supply, Progressive Water Supply, and Lake Gaston Water Supply:

Mr. Jason Morris, Public Works Director, appeared before the Board to obtain approval for adoption and execution of the resolutions for the Local Water Supply Plan for 2015 Northampton County Milwaukee Water Supply, Progressive Water Supply, and Lake Gaston Water Supply.

A motion was made by Charles Tyner and seconded by Fannie Greene to adopt the resolutions for the Local Water Supply Plan for the 2015 Northampton County Milwaukee Water Supply, Progressive Water Supply, and Lake Gaston Water Supply as required by NCGS 143-355(1). **Question Called:** *All present voting yes.* **Motion carried**

Chairman Carter called for a 5 minute break.

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: January 4, 2017

Reference: Recyclable Shingle Disposal Agreement

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners to enter into an agreement with Barnhill Contracting Company for the disposal of recyclable asphalt shingles.

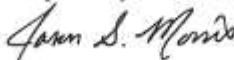
Facts:

1. Northampton County was in a current agreement with S.T. Wooten for the disposal of shingles collected from the shingle recycling program.
2. By letter dated September 20, 2016, Rose Brothers Paving, Inc. requested to be released from the current agreement effective as of December 15, 2016.
3. The proposed agreement has an associated cost of \$15.00 per ton for disposal of shingles. The shingles are recycled and used in the asphalt made for paving roadways.
4. This is a twelve month agreement and will renew automatically each year if there are no changes in the agreement.

Discussion: New costs associated with this new agreement will constitute an increase in the tipping fee for this item accepted at our convenience center. A separate decision paper will follow with the recommended tipping charges to be implemented.

Recommendation: Public Works Department recommends the Board of Commissioners approve the agreement with Barnhill Contracting Company for the disposal of recyclable asphalt shingles collected through the Northampton County Shingle Recycling Program.

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur _____

Non-concur _____

Concur with comment _____

County Manager

Concur _____

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approved _____

Disapprove _____

Other _____

ROSE BROTHERS

Paving Company, Inc.

Rec'd 9/26/16
JSP



9-20-2016

Jason S. Morris
Public Works Director, Northhampton County
P.O. Box 68, Jackson, N.C. 27845

Subject: Cancellation of Agreement for supply of POST CONSUMER RECYCLED ASPHALT SHINGLES (Tear -Off Shingles)

Dear Sir,

This letter is to inform your office that Rose Brothers Paving Co. Inc is discontinuing our collection of POST CONSUMER RECYCLED ASPHALT SHINGLE TEAR-OFFS effective December 15th, 2016. This is the 30 day written notice of cancellation as per our agreement. If you have any questions regarding this matter please feel free to contact me. 252-287-7829.

Sincerely

A handwritten signature of Tim Perry in black ink.

Tim Perry
Plant Superintendent
Rose Brothers Paving Co.

NC 561 West • P.O. Box 806, Ahoskie, NC 27910
Phone: 252-209-8144 • Fax: 252-209-8148
E-Mail: rosebros@coastalnet.com

A G R E E M E N T

State of North Carolina

County of Northampton

This contract and agreement made and entered into this _____ day of _____ 2017 by and between Northampton County, North Carolina, P.O. Box 68, Jackson, North Carolina 27845, hereinafter called the "Owner" and Barnhill Contracting Company, P.O. Box 7948, Rocky Mount, North Carolina 27804, hereinafter called the "Contractor",

WITNESSETH:

That the Owner agrees to allow exclusive use of all shingles to the Contractor, and the Contractor agree to accept all shingles of the Owner, for the period of one year to be used in asphalt mix at various locations throughout North Carolina.

The Contractor will receive these shingles on a monthly basis as determined by the Owner and the Contractor. The owner agrees to pay the Contractor \$15/ton for these shingles. The Owner will provide labor to clean shingles of all wood, paper, and metals as specified by the Contractor's Operational Plan prior to pickup by the Contractor.

This agreement is for one year from the execution date with yearly renewal as agreed to by the Owner and the Contractor and may be terminated by both parties with a thirty day notice.

It is agreed that the Contractor will be accessing the Owner's property during the term of this agreement with its own vehicles or those of agents for the Contractor. The Contractor agrees to hold harmless and indemnify the Owner for any damage, loss, cost, expense, or reasonable attorney's fees incurred by the Owner arising from any and all accidents or incidents which may occur on the Owner's site and easements by any reason caused by the Contractor or its agents', employees, subcontractors, or independent contractors working under or through the Contractor.

It is also agreed that the Owner will indemnify and hold harmless the Contractor for any and all damage, loss, cost, expense, or reasonable attorney's fees incurred by the Contractor arising from any and all accidents or incidents that may occur on the Owner's site or easements by any reason caused by the Owner, its agents, employees, subcontractors, or independent contractors working through the Owner.

Date	Owner - Chairman of the Board
------	-------------------------------

Date _____ Attest - Clerk to the Board _____

Date Barnhill Contracting Company

Date	Attest
------	--------

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act as per N.C.G.S. 159-28 (a).

12/22/16
Date

Leellie A. Edwards
Finance Officer

Decision Paper

To: Northampton County Board of Commissioners

From: Jason S. Morris, Director Public Works

Date: January 4, 2017

Reference: Solid Waste Tipping Fee Rate Change

Purpose: The purpose of this decision paper is to obtain approval of the Board of Commissioners for an increase in the tipping fee for acceptable shingles for the shingle recycling program.

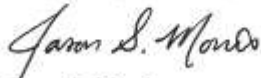
Facts:

1. The current tipping fee for acceptable shingles for the shingle recycling program is \$0.00 per ton.
2. With a new shingle recycling contract in place there will be a charge to the county of \$15.00 per ton to dispose of the shingles.
3. The cost to maintain the recyclable shingles at the convenience site is calculated to cost approximately \$10.00 per ton which includes but is not limited to employee costs plus benefits, fuel costs, equipment maintenance costs.
4. The proposed new rate for acceptable shingles for the recycling program is \$25.00 per ton.
5. This proposed rate increase would become effective immediately.

Discussion: This increase if approved will cover our cost of disposal and overhead costs of providing this service without any excesses in Revenue.

Recommendation: It is the recommendation of the Public Works Department that the Board of Commissioners approve the tipping fee of \$25.00 per ton of acceptable shingles collected for the shingle recycling program to be effective immediately.

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur Belle A. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur _____

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approve _____

Disapprove _____

Other _____

Northampton County Public Works Department		
Solid Waste Division		
Disposal Fees Effective July 1, 2015		
<u>Type</u>	<u>Current Fee</u>	<u>Unit</u>
Yard Waste	\$57.00	Ton
Yard Compost	\$0.00	Ton
Construction/Demolition	\$74.00	Ton
Metal	\$0.00	Ton
Shingles Unacceptable	\$74.00	Ton
Shingles Acceptable	\$0.00	Ton
White Goods	\$0.00	Ton
Scrap Tires	\$0.00	Each
Trailer Delivery Fee (Off Site)	\$0.00	Each
Used Motor Oil	\$0.00	Gallon
Lead Acid Batteries	\$0.00	Each
Pesticide Containers	\$0.00	Each
Used Cooking Oil	\$0.00	Gallon
Electronics, TV's Etc.	\$0.00	Ton
Electronics, TV's Etc. (on site pick-up)	\$6.00	Trip
White Goods (on site pick-up)	\$6.00	Trip
Brown Goods (on site pick-up)	\$6.00	Trip
Per item (Brown Goods) Disposal	\$2.00	Each

Northampton County Public Works Department		
Solid Waste Division		
Proposed Disposal Fees Effective January 4, 2017		
Type	Current Fee	Unit
Yard Waste	\$57.00	Ton
Yard Compost	\$0.00	Ton
Construction/Demolition	\$74.00	Ton
Metal	\$0.00	Ton
Shingles Unacceptable	\$74.00	Ton
Shingles Acceptable	\$25.00	Ton
White Goods	\$0.00	Ton
Scrap Tires	\$0.00	Each
Trailer Delivery Fee (Off Site)	\$0.00	Each
Used Motor Oil	\$0.00	Gallon
Lead Acid Batteries	\$0.00	Each
Pesticide Containers	\$0.00	Each
Used Cooking Oil	\$0.00	Gallon
Electronics, TV's Etc.	\$0.00	Ton
Electronics, TV's Etc. (on site pick-up)	\$6.00	Trip
White Goods (on site pick-up)	\$6.00	Trip
Brown Goods (on site pick-up)	\$6.00	Trip
Per item (Brown Goods) Disposal	\$2.00	Each

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: January 4, 2017

Reference: Resolution for Local Water Supply Plan for 2015 Northampton County Milwaukee Water System

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners for adoption and execution of the resolution for the 2015 Northampton County Milwaukee Water System Local Water Supply Plan.


Facts:

1. By Letter dated December 1, 2016 from NCDEQ, Water Resources Division, states the Northampton County Milwaukee water system meets the minimum criteria established in NCGS 143-355 (l).
2. The Local Water Supply Plan cannot be considered compliant with the requirements of NCGS 143-355 (l) until an adopted resolution by the water system's governing board has been received by the Division of Water Resources.

Discussion: Each year the Public Works Department, Water and Sewer Division, is required to submit to North Carolina Department of Environmental Quality, Water Resources Division a Local Water Supply Plan for each system pursuant to NCGS 143-355 (l).

Recommendation: Public Works Department recommends the Board of Commissioners approve and execute the resolution for the 2007 Northampton County Milwaukee Water System Local Water Supply Plan as required by NCGS 143-355(l).

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur Reslie A. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur _____

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approved _____

Disapprove _____

Other _____



PAT MCCRORY

DONALD R. VAN DER VAART

S. JAY ZIMMERMAN

December 1, 2016

Chris Wheeler
 Northampton County – Milwaukee
 PO Box 68
 Jackson, NC 27845

Subject: LWSP Meets Minimum Criteria
 Northampton County – Milwaukee
 PWSID#: 04-66-108

Dear Chris Wheeler,

This letter is to notify you that our staff has reviewed the information contained in the 2015 Local Water Supply Plan (LWSP) update submitted by your office. Since all the required information is complete, the LWSP for the Northampton County – Milwaukee water system hereby meets the minimum criteria established in North Carolina General Statute 143-355 (l).

Your water system's 2015 LWSP is now viewable online from the *Plans* tab at <http://www.ncwater.org/lwsp>. The plan has been made available after our best efforts to screen any errors. As a final check, please review and report any mistakes or omissions to J. Wayne Howard, the review engineer. Unless notified otherwise, the Division of Water Resources considers your 2015 LWSP complete.

The 2015 LWSP must next be adopted by your water system's governing board; a model resolution is enclosed for guidance. A copy of the signed resolution must be submitted to Linwood Peele, Water Supply Planning Branch Supervisor, at the address printed at the bottom of this letter. The LWSP cannot be considered compliant with the requirements of NCGS 143-355(l) until an adopted resolution is received.

Thank you very much for your efforts to provide your customers with a safe and reliable supply of drinking water. We look forward to continuing to work with you in these efforts. Please contact J. Wayne Howard at wayne.howard@ncdenr.gov or (919) 707-9017 or me at linwood.peele@ncdenr.gov or (919) 707-9024 if we can be of further assistance.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Linwood E. Peele'.

Linwood E. Peele, Branch Supervisor
 Water Resources, NCDEQ

Enclosure

**RESOLUTION FOR APPROVING THE 2015 LOCAL WATER SUPPLY PLAN FOR THE NORTHAMPTON
COUNTY MILWAUKEE WATER SYSTEM**

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for Northampton County Milwaukee Water System, has been developed and submitted to the Northampton County Board of Commissioners for approval; and

WHEREAS, the Northampton County Board of Commissioners finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for Northampton County Milwaukee Water System, as well as useful information to the Department of Environment and Natural resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Northampton County Board of Commissioners of Northampton County Milwaukee Water System that the Local Water Supply Plan entitled, Local Water Supply Plan for Northampton County Milwaukee Water System dated 2015, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Northampton County Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 4th day of January, 2015.

Name: Robert V. Carter

Title: Board Chairman

Signature: _____

Date: _____

ATTEST:

Komita Hendricks, Clerk to the Board, Northampton County

Northampton Co - Milwaukee

2015 ▾

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name	Northampton Co - Milwaukee	Phone	04-68-108
Mailing Address	P. O. Box 68 Jackson, NC 27845	County	Complete
Contact Person	Chris Wheeler	Title	Water & Sewer Tech III
Phone	252-534-6341	Fax	252-534-1525
Secondary Contact	Jason Morris	Phone	252-534-6341
Mailing Address	P.O. Box 68 Jackson, NC 27845	Fax	252-534-1525

Distribution System

Line Type	Size Range (Inches)	Estimated % of Stock
Ductile Iron	6-10	10.00 %
Polyvinyl Chloride	2-10	90.00 %

What are the estimated total miles of distribution system lines? 155 Miles

How many feet of distribution lines were installed during 2015? 0 Feet

How many feet of new water mains were added during 2015? 0 Feet

How many meters were replaced in 2015? 0

How old are the oldest meters in this system? 1 Year(s)

How many meters for outdoor water use (such as irrigation) are not fitted for sewer services? 0

What is this system's finished water storage capacity? 0.625 Million Gallons

Has water pressure been inadequate in any part of the system since last update? No

Programs

Does this system have a program to work on flush hydrants? Yes, Annually

Does this system have a leak detection program? Yes, Annually

Does this system have a leak detection program? No

Does this system have a program to replace meters? No

Does this system have a plumbing repair program? No

Does this system have an approved conservation public education program? No

Does this system have a leak detection program? No

Water Conservation

What type of leak structure is used? Increasing Block

How much reclaimed water does this system use? 0.000 MGD For how many connections? 0

Does this system have an interconnection with another system capable of providing water in an emergency? Yes

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
Chowan River (04-1)	95 %	Northampton	100 %
Roanoke River (14-1)	5 %		

Has this system been used in other systems? Yes No

Type of Use	Assigned Connections	Measured Average Use (MB/s)	Non-Assigned Connections	Non-Assigned Estimated Use (MB/s)
Residential	2,163	0.215	0	0.000
Commercial	77	0.075	0	0.000
Industrial	0	0.000	0	0.000
Institutional	0	0.000	0	0.000

Water Balms

Property	RefID	Average Daily od4 (MGB)	Days Used	MGB	Contract Expiration	Returning	Required to comply with water use restrictions?	Peak Usage (MGB)	Use Type
Conway	04-66-025	0.000	0	0.000	2031	Yes	Yes	8	Emergency
Jackson	04-66-010	0.006	30	0.000		Yes	Yes	8	Emergency
Town of Rich Square	04-66-020	0.000	0				Yes	8	Emergency
Town of Severn	04-66-015	0.000	0				Yes	8	Emergency
Woodland	04-66-040	0.000	0	0.000	2026	Yes	Yes	8	Emergency

Equity Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)	Average Daily Use (MGD)	Max Day Use (MGD)	Average Daily Use (MGD)	Max Day Use (MGD)
2010	0.401	Max	0.429		2011	0.412
2011	0.451		0.513		2012	0.388
2012	0.420		0.468		2013	0.411
2013	0.398		0.435		2014	0.397

Figure 1 is a line and area chart showing monthly average and maximum daily carbon dioxide concentrations. The y-axis is labeled 'Carbon Dioxide Per Day (ppm)' and ranges from 0 to 100. The x-axis lists the months from Jan to Dec. The legend indicates that the shaded area represents 'Avg Daily' and the line with diamond markers represents 'Max Day'. The average concentration is shown as a shaded area that fluctuates slightly, peaking in June at approximately 45 ppm. The maximum daily concentration is represented by a line with diamond markers that remains consistently near 0 ppm throughout the year.

Name/ Number	Average Daily Withdrawal (MGD)		Max. Day Withdrawal (MGD)	12-Month Supply (MGD)	City Reservoir	Year Online	Unit Type
	MGD	Days Used					
Laker 1	0.082	241	0.21	0.144			Regular
Laker 2	0.124	243	0.192	0.144			Regular
North Woodland	0.110	244	0.17	0.144			Regular
Pendleton	0.098	236	0.298	0.144			Regular
Potocasi	0.153	365	0.340	0.298			Regular

Ground Water Sources (continued)

Name or Number	Well Depth (Feet)	Casing Depth (Feet)	Screen Depth (Feet)		Well Diameter (Inches)	Pump Intake Depth (Feet)	Metered?
			Top	Bottom			
Lasker 1	325	88	290	320	8	152	Yes
Lasker 2	330	75	290	325	8	152	Yes
North Woodland	340	50	280	310	8	200	Yes
Pendleton	325	90	292	322	8	245	Yes
Potecasi	360	56	196	247	8	148	Yes

Are ground water levels monitored? **No**Does this system have a wellhead protection program? **No**

Northampton County - Milwaukee's Potomac well meter was broken from mid-December 2014 through late March 2015. The usage during that time is estimated based on the remainder of 2015's usage.

Water Purchased From Other Systems

Seller	PWID	Average Daily Purchased (MGD)	Days Used	MGD	Contract		Required to comply with water restrictions?	Pipe Size (inches)	Use Type
					Expiration	Renewing			
Conway	04-66-025	0.000	0	0.000	2031	Yes	Yes	8	Emergency
Town of Jackson	04-66-010	0.000	0				Yes	8	Emergency
Town of Rich Square	04-66-020	0.000	0				Yes	8	Emergency
Town of Severn	04-66-015	0.000	0				Yes	6	Emergency
Woodland	04-66-040	0.000	0				Yes	8	Emergency

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.032	May	0.030	Sep	0.036
Feb	0.039	Jun	0.028	Oct	0.032
Mar	0.031	Jul	0.025	Nov	0.034
Apr	0.031	Aug	0.026	Dec	0.028

Northampton Co - Milwaukee's 2015 Monthly Discharges

How many sewer connections does this system have? **127**How many water service connections with sewer outfalls does this system have? **2,113**Are there plans to build or expand wastewater treatment facilities in the next 10 years? **No**

Wastewater Interconnections

Wastewater System	PWSID	Type	Average Daily Amount		Contract Maximum (MGD)
			MGD	Days Used	
Town of Conway	04-86-025	Discharging	0.005	365	0.000
Town of Jackson	04-86-010	Discharging	0.012	365	0.000
Town of Rich Square	04-86-020	Discharging	0.012	365	0.000
Woodland	04-86-040	Discharging	0.002	365	0.003

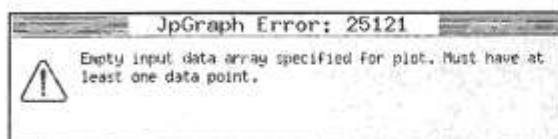
5. Planning

Projections

	2015	2020	2025	2030	2035	2040
Year-Round Population	5,494	6,100	6,200	6,300	6,400	6,600
Seasonal Population	0	0	0	0	0	0
Residential	0.215	0.378	0.380	0.382	0.384	0.390
Commercial	0.076	0.100	0.100	0.100	0.100	0.100
Industrial	0.000	0.000	0.000	0.000	0.000	0.000
Institutional	0.000	0.000	0.000	0.000	0.000	0.000
System Process	0.100	0.000	0.000	0.000	0.000	0.000
Unaccounted-for	0.035	0.044	0.044	0.044	0.045	0.045

Demand as Percent of Supply

	2015	2020	2025	2030	2035	2040
Surface Water Supply	0.000	0.000	0.000	0.000	0.000	0.000
Ground Water Supply	0.864	0.864	0.864	0.864	0.864	0.864
Purchases	0.000	0.000	0.000	0.000	0.000	0.000
Future Supplies	0.000	0.000	0.000	0.000	0.000	0.000
Total Available Supply (MGD)	0.864	0.864	0.864	0.864	0.864	0.864
Service Area Demand	0.427	0.522	0.524	0.526	0.529	0.535
Sales	0.000	0.000	0.000	0.000	0.000	0.000
Future Sales	0.000	0.000	0.000	0.000	0.000	0.000
Total Demand (MGD)	0.427	0.522	0.524	0.526	0.529	0.535
Demand as Percent of Supply	49%	60%	61%	61%	61%	62%



The purpose of the above chart is to show a potential indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to various populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology other than the default results may submit this information in the Notes field.

Your long-term water demand is 20 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand? Is your current regulatory water audits, implement a plumbing retrofit program, employ strategies such as rainwater harvesting or recycled water? If these practices are already existing on your part, indicate where the practices are practiced here.

Are there other demand management practices you will implement to reduce your future supply needs?

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs?

How does the water system intend to implement the demand management and supply planning components above?

Additional Information

Has this system been included in a water supply or water use study? **No**

What other water supply reports or studies are used for planning?

Please describe any other needs or issues regarding your water supply, including any water system expansion or needed improvements (pumps, treatment, etc.) for your city or town. Current and future water needs include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues.

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: January 4, 2017

Reference: Resolution for Local Water Supply Plan for 2015 Northampton County Progressive Water System

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners for adoption and execution of the resolution for the 2015 Northampton County Progressive Water System Local Water Supply Plan.

Facts:

1. By Letter dated December 1, 2016 from NCDEQ, Water Resources Division, states the Northampton County Progressive water system meets the minimum criteria established in NCGS 143-355 (l).
2. The Local Water Supply Plan cannot be considered compliant with the requirements of NCGS 143-355 (l) until an adopted resolution by the water system's governing board has been received by the Division of Water Resources.

Discussion: Each year the Public Works Department, Water and Sewer Division, is required to submit to North Carolina Department of Environmental Quality, Water Resources Division a Local Water Supply Plan for each system pursuant to NCGS 143-355 (l).

Recommendation: Public Works Department recommends the Board of Commissioners approve and execute the resolution for the 2007 Northampton County Progressive Water System Local Water Supply Plan as required by NCGS 143-355(l).

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur Reilie H. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur _____

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approved _____

Disapprove _____

Other _____



PAT MCCRORY

DONALD R. VAN DER VAART

S. JAY ZIMMERMAN

December 1, 2016

Chris Wheeler
 Northampton County – Progressive
 PO Box 68
 Jackson, NC 27845

Subject: LWSP Meets Minimum Criteria
 Northampton County – Progressive
 PWSID#: 04-66-045

Dear Chris Wheeler,

This letter is to notify you that our staff has reviewed the information contained in the 2015 Local Water Supply Plan (LWSP) update submitted by your office. Since all the required information is complete, the LWSP for the Northampton County – Progressive water system hereby meets the minimum criteria established in North Carolina General Statute 143-355 (l).

Your water system's 2015 LWSP is now viewable online from the *Plans* tab at <http://www.ncwater.org/lwsp>. The plan has been made available after our best efforts to screen any errors. As a final check, please review and report any mistakes or omissions to J. Wayne Howard, the review engineer. Unless notified otherwise, the Division of Water Resources considers your 2015 LWSP complete.

The 2015 LWSP must next be adopted by your water system's governing board; a model resolution is enclosed for guidance. A copy of the signed resolution must be submitted to Linwood Peele, Water Supply Planning Branch Supervisor, at the address printed at the bottom of this letter. The LWSP cannot be considered compliant with the requirements of NCGS 143-355(l) until an adopted resolution is received.

Thank you very much for your efforts to provide your customers with a safe and reliable supply of drinking water. We look forward to continuing to work with you in these efforts. Please contact J. Wayne Howard at wayne.howard@ncdenr.gov or (919) 707-9017 or me at linwood.peele@ncdenr.gov or (919) 707-9024 if we can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Linwood E. Peele'.

Linwood E. Peele, Branch Supervisor
 Water Resources, NCDEQ

Enclosure

**RESOLUTION FOR APPROVING THE 2015 LOCAL WATER SUPPLY PLAN FOR THE NORTHAMPTON
COUNTY PROGRESSIVE WATER SYSTEM**

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for Northampton County Progressive Water System, has been developed and submitted to the Northampton County Board of Commissioners for approval; and

WHEREAS, the Northampton County Board of Commissioners finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for Northampton County Progressive Water System, as well as useful information to the Department of Environment and Natural resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Northampton County Board of Commissioners of Northampton County Progressive Water System that the Local Water Supply Plan entitled, Local Water Supply Plan for Northampton County Progressive Water System dated 2015, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Northampton County Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 4th day of January, 2015.

Name: Robert V. Carter

Title: Board Chairman

Signature: _____

Date: _____

ATTEST:

Komita Hendricks, Clerk to the Board, Northampton County

Northampton Co - Progressive

2015 ▾

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled PROVISIONAL have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name	Northampton Co - Progressive	PRSID	04-86-045
Mailing Address	P.O. Box 68 Jackson, NC 27845	County	County
Contact Person	Chris Wheeler	Title	Water & Sewer Tech III
Phone	252-534-6341	Fax	252-534-1525
Secondary Contact	Jason Morris	Phone	252-534-6341
Mailing Address	P.O. Box 68 Jackson, NC 27845	Fax	252-534-1525

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of Miles
Asbestos Cement	6-8	20.00 %
Ductile Iron	6-12	10.00 %
Polyvinyl Chloride	2-12	70.00 %

What are the estimated total miles of distribution system lines? **35 Miles**

How many feet of distribution lines were replaced during 2015? **0 Feet**

How many feet of new water mains were added during 2015? **0 Feet**

How many valves were replaced in 2015? **0**

How often are the water meters in this system? **1 Year(s)**

How many works for outdoor water use, such as irrigation, are not billed for water services? **0**

What is this system's finished water storage capacity? **0.400 Million Gallons**

Has water pressure been inadequate in any part of the system since mid-2010? **No**

Programs

Does this system have a program to serve at-risk customers? **Yes, Annually**

Does this system have a water conservation program? **Yes, Annually**

Does this system have a pre-connection program? **No**

Does this system have a program to replace meters? **No**

Does this system have a plumbing permit program? **No**

Does this system have an active water conservation public education program? **No**

Does this system have a leak detection program? **No**

Water Conservation

What type of rate structure is used? **Increasing Block**

How much reclaimed water does this system use? **0.000 MGD** For non-potable connections? **0**

Does this system have an interconnection with another system capable of providing water in an emergency? **Yes**

2. Water Use Information

Service Area

Superiorities	% of Service Population	County(s)	% of Service Population
Roanoke River (14-1)	80 %	Northampton	100 %

Chowan River (04-1)

20 %

What was the peak daily population served in 2010? 2,004

Has this system operated within design since last report? No

Water Use by Type

Type of Use	Metered Connections	Related Average User (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	757	0.087	0	0.000
Commercial	28	0.010	0	0.000
Industrial	0	0.000	0	0.000
Institutional	0	0.000	0	0.000

How much water is used for system processes (backwash, line cleaning, flushing, etc)? 0.020 MGD

Water Sales

Purchase	PWSID	Average Daily Flow (MGD)	Days Used	MGD	Contract		Required to comply with water restrictions?	Pipe Size (inches)	Use Type
					Expiration	Recurring			
Northampton County - Gaston	04-66-113	0.000	0	0.000		Yes	Yes	12	Emergency
Seaboard	04-66-035	0.120	88			Yes	Yes	8	Emergency

Northampton Co - Progressive served the Town of Seaboard for 88 days while their tanks and tanks were being installed. This is why Progressive usage went over the 90% mark.

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	0.123		May	0.144		Sep	0.121	
Feb	0.151		Jun	0.162		Oct	0.222	
Mar	0.145		Jul	0.138		Nov	0.272	
Apr	0.129		Aug	0.138		Dec	0.279	

Northampton Co - Progressive's 2015 Monthly Withdrawals & Purchases



Water Purchases From Other Systems

System	PWSID	Average Daily Purchased (MGD)	Days Used	Contract		Required to comply with water restrictions?	Pipe Size (inches)	Use Type
				MGD	Expiration			
Northampton County - Gaston	04-66- 113	0.000	0			Yes	12	Emergency
Seaboard		0.000	0			Yes	8	Emergency

	04-66-035								
Town of Weldon	04-42-020	0.167	365	0.200	2033	Yes	Yes	0	Regular

4. Wastewater Information

Monthly Discharges:

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.310	May	0.256	Sept	0.058
Feb	0.283	Jun	0.091	Oct	0.134
Mar	0.278	Jul	0.167	Nov	0.179
Apr	0.255	Aug	0.077	Dec	0.161

Northampton Co - Progressive's 2015 Monthly Discharges



How many sewer connections does the system have? 505

How many water service connections with septic systems does the system have? 290

Are there plans to build or expand wastewater treatment facilities in the next 10 years? No

Wastewater Discharge

Water System	Facility	Type	Average Daily Amount (MGD)	City's Used	Current Maximum (MGD)
Town of Weldon	04-42-020	Discharging	0.186	365	0.000

5. Planning

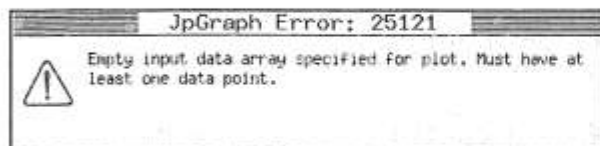
Projections

	2013	2020	2030	2040	2050	2100
Year-Round Population	2,004	2,100	2,200	2,300	2,400	2,420
Seasonal Population	0	0	0	0	0	0
Residential	0.067	0.125	0.130	0.130	0.130	0.130
Commercial	0.010	0.004	0.005	0.010	0.012	0.012
Industrial	0.000	0.000	0.000	0.000	0.000	0.000
Institutional	0.000	0.000	0.000	0.000	0.000	0.000
System Process	0.020	0.003	0.000	0.003	0.003	0.003
Unaccounted-for	0.021	0.013	0.014	0.014	0.015	0.015

Demands V's Potential W Supply

	2013	2020	2100	2040	2050	2100
Surface Water Supply	0.000	0.000	0.000	0.000	0.000	0.000
Ground Water Supply	0.000	0.000	0.000	0.000	0.000	0.000

Purchases	0.200	0.200	0.200	0.200	0.200	0.200
Future Supplies		0.000	0.000	0.000	0.000	0.000
Total Available Supply (MGD)	0.200	0.200	0.200	0.200	0.200	0.200
Service Area Demand	0.138	0.145	0.149	0.157	0.160	0.160
Sales	0.029	0.000	0.000	0.000	0.000	0.000
Future Sales		0.000	0.000	0.000	0.000	0.000
Total Demand (MGD)	0.167	0.145	0.149	0.157	0.160	0.160
Demand as Percent of Supply	84%	73%	75%	79%	80%	80%



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demands may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit that information in the notes field.

Your long-term water demand is 43 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or recycled water)? If these practices are achieved elsewhere in your service area, where the practices are discussed here: **Northampton Co - Progressive served the Town of Seaboard for 88 days while their wells and tanks were being updated. This is why Progressive usage went over the 80% mark.**

Are there other demand management practices you will implement to reduce your future supply needs? **Northampton Co - Progressive served the Town of Seaboard for 88 days while their wells and tanks were being updated. This is why Progressive usage went over the 80% mark.**

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs? **Northampton Co - Progressive will not need any additional supply at this time due to the Town of Seaboard wells are back online as of Jan. 12, 2016.**

How does the water system intend to implement the demand management and supply planning components above? **None needed at this time.**

Additional Information

Has this system participated in regional water supply or water use planning? **No.**

What recent water supply reports or studies were used for planning?

Please describe any other needs or issues regarding your water supply studies, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and transportation issues.

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled PROVISIONAL have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

DECISION PAPER

To: Northampton County Board of Commissioners

From: Jason S. Morris, Public Works Director

Date: January 4, 2017

Reference: Resolution for Local Water Supply Plan for 2015 Northampton County Lake Gaston Water System

Purpose: The purpose of this Decision Paper is to obtain approval by the Board of Commissioners for adoption and execution of the resolution for the 2015 Northampton County Lake Gaston Water System Local Water Supply Plan.

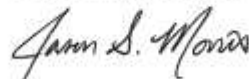
Facts:

1. By Letter dated December 1, 2016 from NCDEQ, Water Resources Division, states the Northampton County Lake Gaston water system meets the minimum criteria established in NCGS 143-355 (l).
2. The Local Water Supply Plan cannot be considered compliant with the requirements of NCGS 143-355 (l) until an adopted resolution by the water system's governing board has been received by the Division of Water Resources.

Discussion: Each year the Public Works Department, Water and Sewer Division, is required to submit to North Carolina Department of Environmental Quality, Water Resources Division a Local Water Supply Plan for each system pursuant to NCGS 143-355 (l).

Recommendation: Public Works Department recommends the Board of Commissioners approve and execute the resolution for the 2007 Northampton County Lake Gaston Water System Local Water Supply Plan as required by NCGS 143-355(l).

Respectfully submitted,



Jason S. Morris
Public Works Director

Coordination:

Finance Officer

Concur Reilie H. Edwards

Non-concur _____

Concur with comment _____

County Manager

Concur _____

Non-concur _____

Concur with comment _____

Action by Decision Makers

Approved _____

Disapprove _____

Other _____



PAT MCCRORY

DONALD R. VAN DER VAART

S. JAY ZIMMERMAN

December 1, 2016

Chris Wheeler
 Northampton County – Lake Gaston
 PO Box 68
 Jackson, NC 27845

Subject: LWSP Meets Minimum Criteria
 Northampton County – Lake Gaston
 PWSID#: 04-66-110

Dear Chris Wheeler,

This letter is to notify you that our staff has reviewed the information contained in the 2015 Local Water Supply Plan (LWSP) update submitted by your office. Since all the required information is complete, the LWSP for the Northampton County – Lake Gaston water system hereby meets the minimum criteria established in North Carolina General Statute 143-355 (1).

Your water system's 2015 LWSP is now viewable online from the *Plans* tab at <http://www.ncwater.org/lwsp>. The plan has been made available after our best efforts to screen any errors. As a final check, please review and report any mistakes or omissions to J. Wayne Howard, the review engineer. Unless notified otherwise, the Division of Water Resources considers your 2015 LWSP complete.

The 2015 LWSP must next be adopted by your water system's governing board; a model resolution is enclosed for guidance. A copy of the signed resolution must be submitted to Linwood Peele, Water Supply Planning Branch Supervisor, at the address printed at the bottom of this letter. The LWSP cannot be considered compliant with the requirements of NCGS 143-355(1) until an adopted resolution is received.

Thank you very much for your efforts to provide your customers with a safe and reliable supply of drinking water. We look forward to continuing to work with you in these efforts. Please contact J. Wayne Howard at wayne.howard@ncdenr.gov or (919) 707-9017 or me at linwood.peele@ncdenr.gov or (919) 707-9024 if we can be of further assistance.

Sincerely,

A handwritten signature in black ink that reads 'Linwood E. Peele'.

Linwood E. Peele, Branch Supervisor
 Water Resources, NCDEQ

Enclosure

**RESOLUTION FOR APPROVING THE 2015 LOCAL WATER SUPPLY PLAN FOR THE NORTHAMPTON
COUNTY LAKE GASTON WATER SYSTEM**

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for Northampton County Lake Gaston Water System, has been developed and submitted to the Northampton County Board of Commissioners for approval; and

WHEREAS, the Northampton County Board of Commissioners finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for Northampton County Lake Gaston Water System, as well as useful information to the Department of Environment and Natural resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Northampton County Board of Commissioners of Northampton County Lake Gaston Water System that the Local Water Supply Plan entitled, Local Water Supply Plan for Northampton County Lake Gaston Water System dated 2015, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Northampton County Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 4th day of January, 2015.

Name: Robert V. Carter

Title: Board Chairman

Signature: _____

Date: _____

ATTEST:

Komita Hendricks, Clerk to the Board, Northampton County

Northampton Co - Lake Gaston

2015 ▾

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled PROVISIONAL have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name	Northampton Co - Lake Gaston	Facility	04-06-110
Mailing Address	P.O. Box 68 Jackson, NC 27845	Owning Agency	County
Contact Person	Chris Wheeler	Title	Water & Sewer Tech III
Phone	252-534-6341	Cell	252-534-1525
Emergency Contact	Jason Morris	Phone	252-534-2221
Mailing Address	P.O. Box 68 Jackson, NC 27845	Cell	252-534-1166

Complete

Distribution System

Pipe Type	Pipe Range (inches)	Estimated % of pipe
Ductile Iron	6-10	10.00 %
Polyvinyl Chloride	2-10	90.00 %

What is the approximate total miles of distribution system lines? **75 Miles**
 How many feet of ductile iron lines were replaced during 2015? **0 Feet**
 How many feet of polyvinyl chloride lines were replaced during 2015? **0 Feet**
 How many meters were replaced in 2015? **0**
 How often are the pipes replaced in this system? **1 Year(s)**
 How many changes for outdoor water use, such as irrigation, are not covered for water services? **0**
 What is the system's finished water storage capacity? **0.400 Million Gallons**
 Does water pressure become inadequate in any part of the system upon peak demand? **No**

Programs

Does the system have a program to work on leak systems? **Yes, Annually**
 Does the system have a valve inspection program? **Yes, Annually**
 Does the system have a pipe remediation program? **No**
 Does the system have a program to replace mains? **No**
 Does the system have a pumping station program? **No**
 Does the system have an active water conservation/leak reduction program? **No**
 Does this system have a leak detection program? **No**

Water Consumption

What type of trend is your system? **Increasing Block**
 How much increased water does the system use? **0.000 MGD** (Is flow meter installed?) **0**
 Does the system have an interconnection with another system capable of providing water in an emergency? **Yes**

2. Water Use Information

Service Area

Service Area	% of Service Population	County	% of Service Population
Roanoke River (14-1)	90 %	Northampton	100 %
Chowan River (04-1)	10 %		

What was the population served in 2015? **3,744**

What was the seasonal population served in 2015? (if applicable) **5,000 (Apr May Jun Jul Aug Sep)**

Does the system acquire another system since last report? **No**

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	1,490	0.112	0	0.000
Commercial	11	0.002	0	0.000
Industrial	0	0.000	0	0.000
Institutional	0	0.000	0	0.000

How much water was used for system processes (backwash, line cleaning, flushing, etc)? **0.010 MGD**

Water Sales

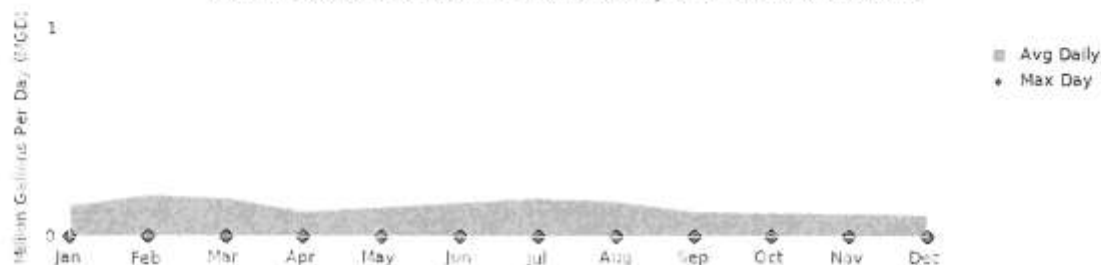
Purchaser	PWSID	Average Daily Sales (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size (inches)	Use Type
Warren County - Northampton	40-93-005	0.008	365	0.114	2047	Yes	Yes	8	Regular

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	0.144		May	0.134		Sep	0.115	
Feb	0.190		Jun	0.158		Oct	0.104	
Mar	0.178		Jul	0.181		Nov	0.108	
Apr	0.112		Aug	0.163		Dec	0.100	

Northampton Co - Lake Gaston's 2015 Monthly Withdrawals & Purchases



Water Purchases From Other Systems

Source	PWSID	Average Daily Purchased (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size (inches)	Use Type
Roanoke Rapids SD	04-42-010	0.143	365	0.500	2042	Yes	Yes	10	Regular

Roanoke Rapids Sanitary District is contracted to distribute up to a 550 MGD to Northampton County, Gaston, Lake Gaston and North Gaston water systems until renegotiated. With Northampton County combined usage nears 50%, the County will begin contract negotiations.

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.001	May	0.002	Sep	0.001
Feb	0.002	Jun	0.001	Oct	0.001
Mar	0.002	Jul	0.001	Nov	0.001
Apr	0.002	Aug	0.001	Dec	0.001

Northampton Co - Lake Gaston's 2015 Monthly Discharges



How many power substations does this substation have? **2**

How many water service connections with waste systems does this system have? **1,492**

Are there plans to pump or export wastewater treatment facilities to the next 50 years? **No**

Wastewater Interconnections:

Water System	PWSID	Type	Average Daily Amount		Current Maximum (MGD)
			(MGD)	Days/Year	
Roanoke Rapids SD	04-42-010	Discharging	0.020	365	0.142

5. Planning

Projections

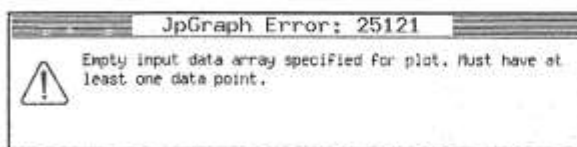
	2015	2020	2025	2030	2035	2040
Year-Round Population	3,744	3,900	4,000	4,100	4,200	4,400
Seasonal Population	5,000	5,000	5,100	5,150	5,200	5,300
Residential	0.112	0.152	0.155	0.157	0.159	0.165
Commercial	0.002	0.005	0.007	0.008	0.009	0.009
Industrial	0.000	0.000	0.000	0.000	0.000	0.000
Institutional	0.000	0.000	0.000	0.000	0.000	0.000
System Process	0.010	0.003	0.004	0.005	0.006	0.008
Unaccounted-for	0.011	0.014	0.015	0.015	0.015	0.016

Roanoke Rapids Sewerage Board is authorized to discharge up to 0.500 MGD to Northampton County's Gaston Lake Gaston and North Gaston water systems until completed. When Northampton County combined sewer main for the County will begin construction negotiations.

Demanded as Percent of Supply

	2015	2020	2025	2030	2035	2040
Surface Water Supply	0.000	0.000	0.000	0.000	0.000	0.000
Ground Water Supply	0.000	0.000	0.000	0.000	0.000	0.000
Purchases	0.500	0.500	0.500	0.500	0.500	0.500
Future Supplies		0.000	0.000	0.000	0.000	0.000
Total Available Supply (MGD)	0.500	0.500	0.500	0.500	0.500	0.500
Service Area Demand	0.135	0.175	0.181	0.185	0.189	0.198

Sales	0.006	0.114	0.114	0.114	0.114	0.114
Future Sales		0.000	0.000	0.000	0.000	0.000
Total Demand (MGD)	0.143	0.289	0.295	0.299	0.303	0.312
Demand as Percent of Supply	20%	15%	12%	50%	61%	62%



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal population and the accuracy of data provided. Water systems that have calculated long-term per capita water demand based on a methodology that provides different results may adjust their information in the future flow.

Your long-term water demand is 30 gallons per capita per day. What demand management strategies do you plan to implement to reduce the per capita water available? i.e. conduct regular water audits, implement a pumping retrofit program, adopt practices such as low-water landscaping or reclaimed water? If these practices are adopted elsewhere in your basin, indicate where the practices are discussed here.

Are there other demand management practices you will implement to reduce your future supply needs?

What supplies other than the ones listed as future supplies are being considered to meet your future supply needs?

How does the water system intend to implement the demand management and supply planning components above?

Additional Information

Has this system participated in regional water supply or water use planning? **No**

What major water supply related studies were used for planning?

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and other related issues.

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

Board of Health Appointments/Re-appointments:

Mr. Andy Smith, Health Department Director, appeared before the Board for approval of the recommendation from the Board of Health to appoint/re-appoint Mrs. Ruth Moody and Mr. Scott Emory to the Board of Health.

A motion was made by Fannie Greene and seconded by Charles Tyner to approve the recommendation by the Board of Health to re-appoint Mrs. Ruth Moody and Mr. Scott Emory to the Board of Health. **Question Called:** *All present voting yes.* **Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**



NORTHAMPTON COUNTY HEALTH DEPARTMENT

9495 NC 305 HIGHWAY
POST OFFICE BOX 635
JACKSON, NORTH CAROLINA 27845



TO: Northampton County Board of County Commissioners

FROM: Northampton County Health Department

DATE: January 4, 2017

RE: Appointment/Re-appointments to the Board of Health effective January 1, 2017.

PURPOSE:

The purpose of this decision paper is to request the Board of Commissioners' approval of recommended appointments/re-appointments of Board of Health members whose term expired effective December 31, 2016.

FACTS:

1. The terms of Mrs. Ruth Moody and Mr. Scott Emory expired on December 31, 2016.
2. Board of Health members may serve 3 consecutive 3-year terms. If no replacement is available for mandated disciplines, a representative can serve more than 3 consecutive terms.
3. Mrs. Moody has served 2 consecutive 3-year terms and has agreed to serve another term. Mr. Emory has served 5 consecutive 3-year terms; however, he is the only engineer living in the County that is willing to serve and has agreed to do so upon approval of the County Commissioners.
4. The Board of Health voted in regular session on October 13, 2016 to recommend Mrs. Moody and Mr. Emory for re-appointment to become effective January 1, 2017.

DISCUSSION:

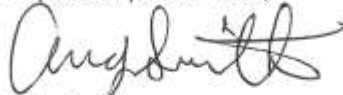
Board of Health members may serve 3 consecutive 3-year terms on the Board. If no replacement is available for mandated disciplines, a representative can serve more than 3 consecutive terms. The terms of two members (Mrs. Ruth Moody and Mr. Scott Emory) expired December 31, 2016. Mr. Emory has served 5 consecutive 3-year terms; however, he is the only engineer living in the County that is willing to serve and has agreed to do so upon approval of the County Commissioners. The Board of Health voted in regular session on October 13, 2016, to recommend Mr. Emory for re-appointment to become effective January 1, 2017 upon approval of the County

Commissioners. Mrs. Moody has served 2 consecutive 3-year terms and has agreed to serve another term.

RECOMMENDATIONS:

Recommend that the Northampton County Board of Commissioners approve the re-appointments of Mrs. Ruth Moody and Mr. Scott Emory to serve on the Northampton County Board of Health effective January 1, 2017.

Respectfully submitted,



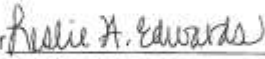
Andy Smith
Health Director

COORDINATION:

County Manager:

Concur _____
Concur with Comment _____
Non-concur _____

Finance Director:

Concur  _____
Concur with Comment _____
Non-concur _____

Ad Valorem Tax Appeals:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain approval to release or refund Ad Valorem taxes in the amount of \$1,388.30 on 6 appeals.

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve the request for release or refund of the Ad Valorem Tax appeals submitted herewith in the amounts and for the reasons stated on the listing. **Question Called: All present voting yes. Motion carried.**

Appeal of Allihan Farms by Alan Roye:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain action concerning the discoveries of farm equipment for Alan Roye.

A motion was made by Geneva Faulkner and seconded by Fannie Greene to deny Mr. Roye's appeal. **Question Called: All present voting yes. Motion carried.**

Appeal of Shaw Irrigation Supply:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain the action concerning the discoveries of business equipment for Shaw Irrigation Supply.

A motion was made by Charles Tyner and seconded by Geneva Faulkner to deny Mr. Shaw's appeal. **Question Called: All present voting yes. Motion carried.**

Appeal of Piggly Wiggly of Jackson:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain action regarding a request by Mr. Christopher Boone of a value adjustment on business equipment housed at the old Piggly Wiggly of Jackson.

Mr. Timothy Boone, son of Jean C. Boone, appeared before the board to ask for a fair market value on equipment housed at the old Piggly Wiggly of Jackson.

Chairman Carter asked if the Board would delay action on this matter so that Mr. Avery Davis can meet with Mr. Boone at the property for a reassessment and bring back to the Board for a decision at a later date.

Motor Vehicle Refunds:

Mrs. Cathy Allen, Tax Administrator, appeared before the Board to obtain approval to release or refund Ad Valorem taxes assessed in the amount of \$1,328.07 on 31 appeals.

A motion was made by Charles Tyner and seconded by Fannie Greene that the motor vehicle refunds be approved as submitted. **Question Called: All present voting yes. Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FM: Cathy B. Allen, Tax Administrator

RE: Ad Valorem Tax Appeals

DT: December 2, 2016

THIS IS A DECISION PAPER.

PURPOSE: To obtain the Board's approval to release or refund Ad Valorem taxes assessed in the amount of **\$1,388.30** on six (6) appeals.

FACTS: Attached hereto is a listing of property owners who have requested that I appeal to the Board of Commissioners on their behalf for a release or refund of tax to which they seek relief as provided in G.S. 105-381.

DISCUSSION: G.S. 105-381 Provides that a taxpayer asserting a valid defense to the enforcement of the collection of a tax assessed upon his property may appeal to the Board of Commissioners for relief of such tax. Such appeal must be presented within five years after the tax first became due or within six months after the payment of such tax, whichever is later.

The Board of Commissioners may, upon receiving a taxpayer's written statement of a valid defense, release or refund such tax if the valid defense is one of the following:

- (1) A tax imposed through clerical error
- (2) An illegal tax
- (3) A tax levied for an illegal purpose

CONCLUSION: The Board of Commissioners have the authority to grant, release, or refund due to the above three reasons.

RECOMMENDATION: That the Board of Commissioners approve the request for release or refund of the Ad Valorem Tax appeals submitted herewith in the amounts and for the reasons stated on the listings.

Respectfully submitted,

CATHY B. ALLEN
TAX ADMINISTRATOR

ACTION BY THE BOARD OF COMMISSIONERS:

APPROVED _____
DISAPPROVED _____
OTHER _____

SIGNATURE & DATE: _____

December 2, 2016

Ad Valorem Tax Appeals

NAME	ACCOUNT	ACTION	AMOUNT	REASON
Ford, Virgie	79518	Release	\$ 230.00	Exempt /income late 2016
Lassiter, Brenda Lee	127911	Release	301.79	Account # Changed 2016
Pigford, H.C. (Dec)	105994	Release	47.02	Listing Error/Taxp
Shea, Jack	96081	Release	133.76	Listing Error
Tann, Gloria	122861	Release	261.73	Exempt/Pcl # changed 2016
Woodard, Kenneth Wayne	119558	Release	414.00	Listing Error
TOTAL REFUNDS/RELEASES			\$ 1,388.30	

Respectfully submitted,

CATHY B. ALLEN
TAX ADMINISTRATOR

CBA/pr

Cc: Board of Commissioners (7)
County Manager (1)
Clerk to Board (6)

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FM: Kathy S. Butler, Assistant Tax Administrator

RE: Appeal of Allihan Farms by Alan B. Roye

DT: July 20, 2016

THIS IS A DECISION PAPER

PURPOSE: To obtain the Board's action concerning the discoveries of farm equipment.

FACTS: Mr. Roye is appealing the discoveries on farm equipment for Allihan Farms. He was mailed a Farm Listing Form in January of each year. None was returned as undeliverable.

Mr. Roye did not list for the years 2011 and 2012 and discoveries were done. In 2013, Mr. Roye did late list in May, 2013. Releases were approved by the Board for the years of 2010 in the amount of \$253.88, 2011 in the amount of \$646.24, and 2012 in the amount of \$1,465.63. No adjustment was made to the 2013 tax bill as it was based on the listing by Mr. Roye.

Again, Mr. Roye did not list for the years 2014, 2015 and 2016 and again, per the North Carolina Statue 105-312, discoveries were done for those tax years. Each discovery letter gives the taxpayer thirty (30) days to respond, after which, the appraisal becomes final. (See Attached)

No response was received until June 3, 2016 requesting that the taxes be voided since March, 2010.

DISCUSSION: Please read Mr. Roye's letter for his explanation of his action. (See Attached).

CONCLUSION: The Tax Department was following the North Carolina General Statutes in completing the discovery process for the years no Farm Listings were returned by Mr. Roye and the time limit to appeal the values has past.

RECOMMENDATION: That the Board of Commissioners deny Mr. Roye's appeal.

Cc: dproye

ACTION BY THE BOARD:

APPROVED _____

DISAPPROVED _____

OTHER _____

SIGNATURE & DATE _____

June 3, 2016

Northampton County Tax Department
P.O. Box 637
Jackson, NC 27845

Attn: Cathy S. Butler, Assistant Tax Administrator

JUN 2016
Northampton County
Assigned

Dear Cathy S. Butler,

I am writing in response to your letter of April 25, 2016 concerning farm equipment discovered values and penalties reference Allihan Farms. This farm has been closed Since March 1, 2010. There is no live stock on my property or any equipment that is used for profit. I am requesting a review of this discovery that was conducted and would like to have my property inspected by you or one of your staff. I am also requesting any and all taxes assessed in the name of Allihan Farms since March 1, 2010 be voided. I should not be taxed for a farm that I do not own or operate. Please contact me so we may set up a time to inspect my property. Thank you for your cooperation.

Sincerely,



Alan B. Roye
374 Boyd Ivey Road
Jackson, NC 27845

252-676-9319



NORTHAMPTON COUNTY

Tax Department

Post Office Box 637, 104 Thomas Bragg Drive
Jackson, North Carolina 27845
(252) 534-4461 or (252) 534-3431
Fax (252) 534-1406 Email: cathy.allen1@nhcnc.net
Cathy B. Allen, Tax Administrator/Collector

Allihan Farms
C/O Alan B. Roye
374 Boyd Ivey Rd
Jackson, NC 27845

November 7, 2016

Dear Mr. Roye,

Your appointment with the Northampton Board of Commissioners has been rescheduled to be heard at their regular scheduled meeting, held at 10:00 a.m., Wednesday, **January 4, 2017**. The purpose for the hearing is for you to present your position or provide evidence to the true market value before the board on business personal property equipment (farm equipment).

Account under appeal is: 114595

The meeting will be held in the Commissioner's Room on Court House Square, which was the old Agriculture Building Auditorium located in Jackson, NC.

If you cannot attend this hearing, your appeal will be presented to the board on this day with the information previously submitted and a decision will be made based on this information.

Sincerely,

Cathy B. Allen
Tax Administrator/Collector

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FM: Kathy S. Butler, Assistant Tax Administrator

RE: Appeal of Shaw Irrigation Supply

DT: July 20, 2016

THIS IS A DECISION PAPER

PURPOSE: To obtain the Board's action concerning the discoveries of business equipment.

FACTS: Mr. Shaw is appealing the discoveries on business equipment. Shaw Irrigation Supply was mailed a Business Listing Form in January of each year. None was returned as undeliverable.

Mr. Shaw did not list for the year 2011 and a discovery was done. In 2012, Mr. Shaw listed business equipment. He stated on the form that the business was closed in 2006 but listed the equipment. Even if the business was closed, if the equipment was still owned by Shaw Irrigation Supply, it is still taxable.

No business listings were returned for Shaw Irrigation Supply for the years 2013, 2014 and 2015. Again, per the North Carolina Statute 105-312, discoveries were done for those tax years. Each discovery letter gives the taxpayer thirty (30) days to respond, after which, the appraisal becomes final.

Mr. Shaw came into the office on June 27, 2016 regarding payments and was questioning the tax bills on the business equipment and was advised to list. He indicated on the Business Listing Form that the business was closed in 2008 and gave the equipment away at that time. This was the first notification of no longer in possession of the equipment.

DISCUSSION: Please read Mr. Shaw's business listing for his explanation of his action. (See Attached).

CONCLUSION: The Tax Department was following the North Carolina General Statutes in completing the discovery process for the years no Business Listings were returned by Mr. Shaw and the time limit to appeal the values has past.

RECOMMENDATION: That the Board of Commissioners deny Mr. Shaw's appeal.

Cc: dpshaw

CDK

ACTION BY THE BOARD:

APPROVED _____

DISAPPROVED _____

OTHER _____

SIGNATURE & DATE _____

DECISION PAPER

TO: NORTHAMPTON COUNTY TAX ADMINISTRATOR
FM: Cathy B. Allen, Tax Administrator
RE: Appeal of Piggly Wiggly of Jackson - Business Equipment Discoveries
DT: October 4, 2016

THIS IS A DECISION PAPER

PURPOSE: To obtain the Board's action regarding a request of a value adjustment on business equipment housed at the old Piggly Wiggly of Jackson. A discovery tax bills was issued for the unlisted business personal property equipment August, 2016.

FACTS: The last business listing submitted by Piggly Wiggly, Inc was in the year 2014. Our office received a letter in July, 2015 stating that any equipment, office furniture, and fixtures previously owned were transferred to the Boone family. (See attached letter) A discovery letter was mailed in care of Mrs. Jean Boone owner of the store building. Mr. James Christopher Boone appealed the 2016 value of \$183,983 on behalf of his mother, Mrs. Jean Boone in a timely manner.

DISCUSSION: All business personal property are assessed using the 2016 Cost Index and Depreciation Schedules recommended by the NC Department of Revenue to assess all types of business personal property and certain taxable personal property listed as of January 1, 2016 in North Carolina. (See attached portion of the schedules and the listing assessment after applying the schedules)

CONCLUSION: The assessments were done in accordance to the recommended depreciation schedule (D-10) for Store equipment was applied to the original (historical) cost reported by Piggly Wiggly, Inc.

RECOMMENDATION: That the Board decision be made in accordance to the North Carolina General Statutes.

Jean C. Boone
C/O James Christopher Boone
2820 Rothwood Drive
Charlotte, NC 28211
(704)516-4138

August 16, 2016

Mrs. Cathy Allen
Northampton County Tax Department
Post Office Box 637
104 Thomas Bragg Drive
Jackson, N.C. 27845

Re: Account # 113335

Dear Ms Allen:

I am writing on behalf of my mother, Jean C. Boone, to file an exception to the Business Personal Property notice referenced above. I realize this letter is a few days past the deadline, but as we discussed on the phone, I contacted the tax office prior to the deadline requesting additional feedback on the process and was not able to talk with anyone until today. The equipment valued at \$189,983 on the notice has a fair market value that is substantially less than this amount. When Piggly Wiggly vacated the store, they told us they were leaving the equipment because it would cost them more to remove it than it was worth. We left the equipment in the store in hopes that another grocery store would take the space at the strong encouragement of the Town of Jackson. At this point, the prospect of attracting a grocery store at this location is remote so we plan to just try to sell the equipment at auction. We believe the net fair market value is less than \$20,000. We will provide additional information verifying the value when we meet with the board. Thank you.

Best regards,

J. Christopher Boone, son of Jean C. Boone





STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
PROPERTY TAX SECTION

Introduction
Effective 1/1/2016

Following this introduction is the 2016 Cost Index and Depreciation Schedules for use in valuation of business personal property located in North Carolina. One of the most effective and efficient methods for determining current Replacement Cost New Less Depreciation is the use of these valuation tables. These tables are published by the Property Tax Section solely to assist the business personal property appraiser in determining current market value.

All life years used on the different types of property have been carefully researched with federal tax guides, other state government depreciation schedules, as well as information provided to us by the taxpayers themselves. The trend factors are determined using the percentage price increase or decrease over the past year of similar business markets. These percentages come from the latest edition of Producer Price Indexes, as determined by the U.S. Department of Labor, Bureau of Labor Statistics.

In using these trending schedules, you will be utilizing the cost approach to value. In using the cost approach, the appraiser must determine four critical elements:

1. The original (historical) installed cost
2. The current replacement cost new (RCN)
3. The useful economic life of the property
4. The loss in value (Depreciation)

When applying the schedules, always use original (historical) cost which includes all costs involved with bringing the property into operation. As an example, consider the following: In their 2016 business listing, a manufacturer of machinery listed \$10,000 in machinery and equipment, acquired in 2009. This amount correctly included \$8,000 actual equipment, \$1,500 installation, and \$500 freight and taxes. Using schedule A, with a suggested useful life of 10 years, we note that the appraised market value as of January 1, 2016 would be:

$$\$10,000 \times .33 = \$3,300$$

In examining what we have done, the trending factor of 1.11 brings the value of the equipment up to current replacement cost new, which would be:

$$\$10,000 \times 1.11 = \$11,100$$

Then we depreciate RCN assuming the property is seven years old with a suggested ten-year life and therefore has three years remaining in its useful economic life:

$$\$11,100 \times .30 = \$3,330, \text{ rounded to the nearest 100 is the same answer as above.}$$

The valuation tables show percent good factors (.33) which are simply the products of the trending factors (1.11) and the straight-line depreciation factors (.30). These percent good factors are used to find current replacement cost new less depreciation. It is **very important** to remember that in using the trending schedules, you do not apply the trend factor a second time as it has already been used in the calculation of the percent good factor.



STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
PROPERTY TAX SECTION

Index Page 14
Effective 1/1/2016

<u>MAJOR CATEGORY</u>	<u>Page</u>	<u>Schedule</u>	<u>Life</u>
<u>SCHOOL EQUIPMENT</u>	20	D	10
<u>SCRAP METAL</u>	17	A	10
Equipment used in the cutting, wrecking, and storing of scrap metals.			
<u>SIGNS AND BILLBOARDS</u>	25	O	
<u>Billboards (whether on or off premises):</u>			
Use the "Billboard Structures Valuation Guide"			
Link: www.dornc.com/publications/billboard/index.html			
<u>Signs (other than billboards):</u>			
On and off premise signs erected for the purpose of information and direction. If the sign is considered a "logo" type, it should be listed at historical cost and depreciated on a 10 to 20-year life.			
<u>SPECIAL PROPERTIES</u>	25	O	
<u>STONE AND CLAY PRODUCTS EXCEPT CEMENT</u>	17	A	15
Includes the manufacture of structural clay products such as brick, tile, pipe, etc. The category also includes pottery and related products such as vitreous china, plumbing fixtures, earthenware, ceramic insulating materials, asphalt building materials, gypsum and plaster products, cut and finished stone and abrasives, asbestos, and miscellaneous non-metallic mineral products.			
<u>STORE EQUIPMENT (RETAIL, WHOLESALE, AND SUPPLY)</u>			
General merchandise stores, building materials stores, hardware, apparel and accessory stores, furniture, home furnishings, equipment and supply, jewelry, miscellaneous retail, wholesale, and supply store equipment, food stores, grocery, etc	20	D	10
POS equipment, proprietary computerized point-of-sale units. Including peripherals and hand held computers. Includes electronic cash registers. Does not include actual PC's used as POS terminals or computers acting as servers, which should be appraised as data processing equipment	20	D	6

* indicates a change from last year

[illegible]

Property Tax Billing

SPTS0601DP

Depreciated Property Valuation Maintenance

10/31/16

```

=====
Prop ID: BP    1. Depr Schedule: 16/C10 TEN LIFE YEARS Annual Changes
!  Year:      Purchased:  Removed:  Added:  Pct:  Used:  Cur Value:
! 1  04        16082         0         0  25.00  25.00   4021
! 2
! 3
! 4
! 5
! 6
! 7
! 8
! 9
! 10
! 11
! 12
! 13
! 14
! 15
=====

```

```

=====
Enter return(/), cancel(XX), or field# to change

```

```

Totals:          16082          0          0          4021
=====

```

10/31/2016 12:23:30 PM HostAccess® - TAX

Property Tax Billing

SPTS0601DP

Depreciated Property Valuation Maintenance

10/31/16

```

=====
Prop ID: BP    1. Depr Schedule: 16/D10 TEN LIFE YEARS Annual Changes
2.  Year:  Purchased:  Removed:  Added:  Pct:  Used:  Cur Value:
2.1  13      2016        0        0  73.00  73.02    1472
2.2  12      2242        0        0  63.00  62.98    1412
2.3  11     16514        0        0  54.00  54.00    8918
2.4  10      6342        0        0  44.00  43.99    2790
2.5  09      2709        0        0  33.00  33.00     894
2.6  08      1300        0        0  25.00  25.00     325
2.7  07     63014        0        0  25.00  25.00   15754
2.8  06      3638        0        0  25.00  25.01     910
2.9  04     243716        0        0  25.00  25.00   60929
2.10
2.11
2.12
2.13
2.14
2.15
=====

```

```

=====
inter return(/), cancel(XX), or field# to change

```

```

Totals:      341491        0        0                      93404
=====

```

0/31/2016 12:23:16 PM HostAccess® - TAX

Property Tax Billing

SPTS0601DP

Depreciated Property Valuation Maintenance

10/31/16

```

=====
Prop ID: BP    1. Depr Schedule: 16/C10 TEN LIFE YEARS Annual Changes
?   Year:    Purchased:    Removed:    Added:    Pct:    Used:    Cur Value:
?..1    09          2000          0          0    31.00    31.00        620
?..2    08          6500          0          0    25.00    25.00       1625
?..3    05          79767         0          0    25.00    25.00      19942
?..4    04         281484         0          0    25.00    25.00      70371
?..5
?..6
?..7
?..8
?..9
?..10
?..11
?..12
?..13
?..14
?..15
=====

```

```

=====
Enter return(/), cancel(XX), or field# to change

```

```

Totals:          369751          0          0          92558
=====

```

0/31/2016 12:28:05 PM HostAccess@ - TAX

piggly wiggly
CENTRAL BUSINESS OFFICE, INC.

P.O. BOX 306
203 S. FIRST ST.
PINETOPS, NORTH CAROLINA 27864
PHONE: (252) 827-4875
FAX: (252) 827-3075



July 20, 2015

Northampton County Tax Department
Post Office Box 637
Jackson, NC 27845
Attn: Kathy Butler

Kathy,

We closed the Piggly Wiggly of Jackson on June 29th, 2014. Any equipment, office furniture, and fixtures were transferred to the Boone family. I have enclosed a copy of our out-of-business notification.

If you have any questions, please feel free to contact me at 252-827-4875 or pwwanda@embarqmail.com.

Sincerely,

Wanda Smith

Wanda Smith
Piggly Wiggly Central Business Office
PO Box 306
Pinetops, NC 27864



Enclosure

cc: Billy Crisp

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FM: Cathy B. Allen, Tax Administrator

RE: Ad Valorem Tax Appeals
Motor Vehicle Refunds

DT: December 2, 2016

THIS IS A DECISION PAPER.

PURPOSE: To obtain the Board's approval to release or refund Ad Valorem taxes assessed in the amount of \$1,328.07 on thirty-one (31) appeals.

FACTS: Attached hereto is a listing of property owners who have requested that I appeal to the Board of Commissioners on their behalf for a release or refund of tax to which they seek relief as provided in G.S. 105-381.

DISCUSSION: G.S. 105-381 Provides that a taxpayer asserting a valid defense to the enforcement of the collection of a tax assessed upon his property may appeal to the Board of Commissioners for relief of such tax. Such appeal must be presented within five years after the tax first became due or within six months after the payment of such tax, whichever is later.

The Board of Commissioners may, upon receiving a taxpayer's written statement of a valid defense, release or refund such tax if the valid defense is one of the following:

- (1) A tax imposed through clerical error
- (2) An illegal tax
- (3) A tax levied for an illegal purpose

CONCLUSION: The Board of Commissioners have the authority to grant, release, or refund due to the above three reasons.

RECOMMENDATION: That the Board of Commissioners approve the request for release or refund of the Ad Valorem Tax appeals submitted herewith in the amounts and for the reasons stated on the listings.

Respectfully submitted,

CATHY B. ALLEN
TAX ADMINISTRATOR

ACTION BY THE BOARD OF COMMISSIONERS:

APPROVED _____
DISAPPROVED _____
OTHER _____

SIGNATURE & DATE: _____

7-Nov-16						
AD VALOREM TAX APPEALS						
MOTOR VEHICLE REFUND ADJUSTMENTS						
NAME		ACTION		AMOUNT		REASON
James W. Anderson, Jr.		Refund		90.57		Situs Error
Tawanda L. Arrington		Refund		\$44.49		Vehicle Totalled
Gervaise H. Belfield		Refund		\$127.96		Vehicle Sold
Curtis L. Benton		Refund		\$9.99		Vehicle Sold
Christine Blount		Refund		\$15.36		Vehicle Sold
Robert W. Boone		Refund		\$93.33		Vehicle sold
David K. Britt		Refund		\$8.19		Vehicle Sold
Markisha J. Bynum		Refund		\$56.27		Vehicle Totalled
Clarence E. Casterlow		Refund		\$4.29		Situs Error
Marcellus M. Clements		Refund		\$21.23		Vehicle Sold
Deborah S. Deatherage		Refund		\$49.43		Vehicle Sold
Barbara O. dow		Refund		\$63.64		Vehicle Sold
Joyce A. Harris		Refund		\$8.50		Vehicle Sold
Priscilla B. Hedgepeth		Refund		\$28.79		Vehicle Sold
Donald L. Hilliard		Refund		\$5.61		Vehicle Sold
David R. Hoaglan		Refund		\$7.62		Vehicle Sold
Joseph Maggett		Refund		\$19.41		Vehicle Sold
Kelaaron L. Majette		Refund		\$7.02		Vehicle Sold
Terry W. Moody		Refund		\$2.88		Vehicle Sold
Yvonne T. Patillo		Refund		\$128.80		Situs Error
Charles S. Proctor		Refund		\$119.26		Vehicle Totalled
Rosa M. Rainey		Refund		\$2.37		Vehicle Totalled
Sandra S. Rascoe		Refund		\$154.93		Vehicle Sold
Timothy J. Richey		Refund		\$5.64		Situs Error
Willie J. Rose		Refund		\$6.75		Vehicle Sold
Latoya S. Storey		Refund		\$8.79		Vehicle Totalled
Albert W. Vann		Refund		\$56.12		Vehicle Sold
Jalessa R. Vaughan		Refund		\$63.69		Situs Error
Pamela D. Ward		Refund		\$18.14		Vehicle Sold
William V. White III		Refund		\$67.84		Situs Error
Carlisea Worthington		Refund		\$31.16		Situs Error
				\$1,328.07		
TOTAL REFUND AMOUNT						
Respectfully submitted,						
CATHY B. ALLEN						
TAX ADMINSTRATOR						
CBA/epj						
CC: Board of Commissioners (7)						
County Manager (1)						
Clerk to Board (6)						

Voting Delegate for NCACC Legislative Goals Conference:

Ms. Kimberly Turner, County Manager, appeared before the Board for a Voting Delegate Designation for the Legislative Goals Conference for January 12-13, 2017. Ms. Turner recommended Commissioner Fannie Greene as the Voting Delegate for NCACC Legislative Goals Conference.

A motion was made by Chester Deloatch and seconded by Charles Tyner to approve Commissioner Fannie Greene as the Voting Delegate for the Legislative Goals Conference.

Question Called: *All present voting yes.* **Motion carried.**

Approval of USDA Application for Old DSS Bldg. Renovation/Courthouse Security Improvement Project:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval to submit a loan application to USDA for funding of the Old DSS Bldg. Renovation/Courthouse Security Improvement Project.

A motion was made by Geneva Faulkner and seconded by Charles Tyner to separate the two projects. **Question Called:** *Yes (Commissioner Faulkner, Tyner, and Deloatch); no (Commissioners Carter, Greene).* **Motion carried.**

Management Matters:

Ms. Kimberly Turner, County Manager, appeared before the Board for post approval of agreement for Purchase and Sale of Real Property for Fineline Property, Woodland N.C.

A motion was made by Geneva Faulkner and seconded by Charles Tyner to approve the acceptance of the real property for the purchase amount of \$10. **Question Called:** *All present voting yes.* **Motion carried.**

Ms. Kimberly Turner, County Manager, appeared before the Board to get approval that the two new Commissioners fill the vacant Board position of the two outgoing Commissioners.

A motion was made by Chester Deloatch and second by Fannie Greene that the new Commissioners fill the vacant Board position of the two outgoing Commissioners. **Question Called:** *All present voting yes.* **Motion carried.**

Ms. Kimberly Turner, County Manager, appeared before the Board with an invitation from Halifax Community College to honor the college 50th anniversary and honoring Dr. Ervin V. Griffin Sr. on his retirement. Ms. Turner stated the tickets are \$75 each, \$150 per couple and \$1,000 for a table of 8.

A motion was made by Fannie Greene and seconded by Chester Deloatch to purchase a table for 8 for \$1,000 for this event. **Question Called:** *Yes (Commissioners Carter, Greene, and Deloatch); no (Commissioners Tyner, Faulkner).* **Motion carried.**

**PLEASE SEE SCANNED DOCUMENTS WHICH ARE
HEREBY MADE A PART OF THESE MINUTES:**



VOTING DELEGATE DESIGNATION FORM
LEGISLATIVE GOALS CONFERENCE
January 12-13, 2017 (Thursday – Friday)
Raleigh Marriott Crabtree Valley – Wake County

NOTE: Please place this action on your board meeting agenda.

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate for the 2017 Legislative Goals Conference. Each voting delegate should complete and sign the following statement and **RETURN IT TO THE ASSOCIATION NO LATER THAN FRIDAY, JANUARY 6, 2017.**

PLEASE Return Form to Alisa Cobb, Clerk to the Board by E-Mail: alisa.cobb@ncacc.org OR Fax: 919-733-1065.

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the North Carolina Association of County Commissioners 2017 Legislative Goals Conference.

Signed: _____

Title: _____

Article VI, Section of the Association's Constitution provides:

"On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues."

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Ms. Kimberly L. Turner, County Manager

DT: January 4, 2017

RF: Approval of USDA Loan Application

PURPOSE:

To obtain the Board's approval to submit a loan application to USDA for funding of the Old DSS Building Renovation/Courthouse Security Improvement Project.

FACTS:

1. The Board of Commissioners approved for the County Manager to move forward with the Old DSS Building Renovation Project at their Board Retreat on November 17, 2015.
2. The Board of Commissioners approved to enter into a contract for architectural services for this project with Surapon Sujavanich on March 7, 2016.
3. The Board of Commissioners accepted the plans for the Old DSS Building Renovation Project as presented by the architect on September 7, 2016.
4. A proposal to address security concerns for the courthouse was presented to the Board of Commissioners on November 7, 2016 wherein the Board delayed action until the financing proposal was submitted.
5. The Assistant County Manager, Finance Officer, and I met with a USDA representative on December 6th to discuss financing this project.
6. The financing for this project will be a 20-year loan at an approximate three percent interest rate (beginning January); which will be an annual debt payment of \$178,133.
7. The County paid off debt in 2016 that had an annual debt payment of \$180,000.

DISCUSSION:

In accordance with the goals from the Board of Commissioners, the Old DSS Building Renovation project has progressed to the final stage of funding. A recommendation of a committee formed at the request of the Chief District Court Judge to address security concerns at the Courthouse was presented to the Board to include with the Old DSS Building Renovation Project. The total cost for the project is \$2,650,000 with an approximate annual debt payment of \$178,133. The annual debt payment is already budgeted due to a previous debt being paid off in 2016.

RECOMMENDATION:

That the Board of Commissioners approve to move forward with the loan application to USDA for the Old DSS Building Renovation/Courthouse Security Improvement Project.

Coordination:Finance Officer:Concur Reslie A. Edwards

Non-concur _____

Concur with comments _____

Action by the Commissioners:

Approved: _____
Disapproved: _____
Other: _____

Citizens/Board Comments:

Chairman Carter called for Citizens Comments.

Ms. Ernestine Goldberg, citizen, stated she is opposed to the reconstruction of the Old DSS building because the building is old. Ms. Goldberg stated that if we take our time, we can build a new courthouse then the other departments could possibly go in there and save money in the long run. She also stated we are wasting taxpayers' money and she is very displeased with the Board of Commissioners.

Mr. Harald Price, citizen, stated that he is new to the community of Squire Acres and knows the condition of the road very well because of working on their farm and home for the past 2 years. He mentioned that there are wires exposed because the road has washed out. He stated about 7 months ago he hired a contractor to fix the road and something needs to be down about Squire Acres Rd.

Mr. Tony Burnette, citizen, stated he was touched by the gentleman's information about Squire Acres Road. Mr. Burnette stated this is his first time hearing about Squire Acres Road and it's been 20 years, we have done nothing to fix this issue. Mr. Burnette stated he wanted the county employees to know that he support them. Mr. Burnette stated that we can make a decision to spend \$2.6 million on Old DSS building and can't pay \$68,000 to fix a 20 year problem with Squire Acre Rd. just so we can have a pretty building. He stated we have a pretty building, the DSS building, if we were going to reconstruct the Old DSS building, why didn't we keep them in the Old DSS building instead of building a new building. He stated "We have a problem".

Chairwoman Greene called for Board Comments.

Commissioner Faulkner stated she respects and appreciates our county employees and wants them to be in a safe and caring environment, but also our citizens have a lot of needs. She also stated that if we work together with a long range plan of economic development, we will get everything we need plus, but we have to put our money and resources in proper places. She stated she will continue to vote her conscious and support what she feels is the best interest of the county.

Commissioner Greene and Commissioner Deloatch had no comment.

Commissioner Tyner thanked the citizens for electing him to this Board and stated that he is not a yes man. He stated, he is going to do all he can to make Northampton County all it can possibly be. This county has many needs, you heard some today and more is to come. He stated, he just wants to get the job done so we can serve our citizens because they deserve better and we are going to give them better.

Chairman Carter stated, starting this year, he is going do something that has not been done in 20 years since he was on this Board. He stated he will have a one hour informational session. Chairman Carter stated the first one is with Mr. Gary Brown, EDC Director, at the JW Faison Auditorium on January 10 at 6 pm.

A motion was made by Chester Deloatch and seconded by Charles Tyner to recess regular session. **Question Called:** *All present voting yes.* **Motion carried.**

A motion was made by Fannie Greene and seconded Chester Deloatch by to enter in closed session for the purpose of G.S. 143-318.11 (a)(6) . **Question Called:** *All present voting yes.* **Motion carried.**

Komita Hendricks, Clerk to the Board
“r.m. 01-04-16”

2 Approval of Closed Session Minutes for January 4, 2017

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 2

Agenda Time: 6:00 pm

Presenter and/or Subject Matter:

Approval of Closed Session Minutes for January 4, 2017

(omitted)

Komita Hendricks

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 3

Agenda Time: 6:00 pm

Presenter and/or Subject Matter:

Approval of Agenda for January 18, 2017

Komita Hendricks

3 Approval of Agenda for January 18, 2017

The Northampton County Board of Commissioners will meet in Regular Session on Wednesday, January 18, 2017 at 6:00 p.m. in the Commissioners' Meeting Room located at 100 West Jefferson Street, Jackson, North Carolina. The purpose of the meeting is to conduct public business as indicated on the following agenda.

<u>TAB</u>	<u>TIME</u>	<u>DESCRIPTION</u>
	5:50	Agenda Work Session
1	6:00	Approval of Regular Meeting Minutes for January 4, 2017
2		Approval of Closed Session Minutes for January 4, 2017
3		Approval of Agenda for January 18, 2017
4	6:05	Public Hearing-Special Use Permit Mr. William Flynn, Zoning Director
5	6:20	Judge Brenda Branch, Chief District Court Judge Progression of Court
6	6:35	Ms. Kimberly Turner, County Manager 1) Revised Credit Card Policy 2) Management Matters
7	6:50	Citizens/Board Comments
8	7:20	Closed Session G.S. 143-318.11 (a)(6)- Personnel
	7:35	Adjourn

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 4

Agenda Time: 6:05 pm

Presenter and/or Subject Matter:

Public Hearing-Special Use Permit
Mr. William Flynn, Zoning Director

Komita Hendricks

4 Public Hearing-Special Use Permit

DECISION PAPER

TO: Northampton County Board of Commissioners
FROM: William Flynn, Northampton County Planning and Zoning Director
DATE: January 18, 2017
SUBJECT: Special Use Request – Atlantic Coast Pipeline Natural Gas Compressor Station

PURPOSE:

The purpose of the public hearing is to receive and consider public input regarding a Special Use Request that, if granted, will allow the applicant to construct and operate a Natural Gas Compressor Station in an Agricultural- Residential (AR) zoning district.

FACTS:

1. The property is known as tax parcel number 05-00230 and is located along the North Carolina / Virginia line approximately $\frac{1}{4}$ of a mile east of US-301.
2. The property is approximately 462 acres in size and is currently wooded.
3. Facilities such as a natural gas compressor stations are not allowed in Agricultural Residential (AR) zoning districts as permitted uses.
4. Article II, Section II-1, D-10 of the Northampton County Zoning Ordinance would allow a natural gas compressor station in an AR zoning district under the heading of "gases and liquefied petroleum storage and facilities" with the approval of a Special Use Permit by the Northampton County Board of Commissioners.
5. The setbacks, (distances from property lines) for this type of non-residential activity in an AR zoning district are as follows:
 - Front – 40'
 - Rear – 50'
 - Side – 30'

DISCUSSION:

There is no requirement in the Northampton County Zoning Ordinance for this activity to have a planted buffer around the perimeter of the project. Article I, Section 1-11, A-1 states that buffer strips shall be required whenever an industrial, commercial, or any other non-residential use is established adjacent to a different zoning district. A natural gas compressor station is obviously a non-residential use but the adjoining zoning districts are the same as the district for which the project is proposed. Therefore, there is no requirement for a planted buffer.

CONCLUSION:

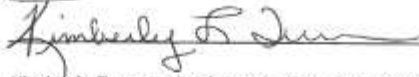
The applicant desires to construct and operate a natural gas compressor station in an Agricultural Residential (AR) zoning district. This type of activity is not allowed as a permitted use in an AR district but they are allowed in AR districts as a Special Use under the heading of "gases and liquefied petroleum storage and facilities". The applicant has applied for, and wishes to obtain, Special Use permit in order to go forward with this project.

RECOMMENDATION:

The Northampton County Planning Board has reviewed this project and has passed along a favorable recommendation to the Northampton County Board of Commissioners. Also, the planning and zoning staff recommends this project be approved for this site based on the remoteness of the location, the need for additional infrastructure the additional tax base this project will bring to Northampton County. Staff also feels strongly that, if approved, a condition should be attached to the approval. The condition should require that a planted buffer of 200' should be maintained on the east, west and south side of the proposed project and a planted buffer of 100' should be maintained on the north side of the project with exceptions made only for ingress and egress. If the condition for a buffer is approved, staff proposes that the current mature trees already found on-site be used to satisfy the buffer requirements. If this is not possible then trees should be planted meeting the buffer condition after the construction phase is completed.

CONCURRENCE:

I concur / do not concur with the above decision paper.

A handwritten signature in cursive script, appearing to read "Kimberly Turner", written over a horizontal line.

Kimberly Turner, Northampton County Manager

I concur / do not concur with the above decision paper.

A solid horizontal line intended for a signature.

Scott McKellar, Northampton County Attorney



SITE PROPOSED FOR PROJECT

*5 Progression of Court***NORTHAMPTON COUNTY**
BOARD OF COMMISSIONERS**Meeting Date:** 01-18-2017**Agenda Tab Number:** 5**Agenda Time:** 6:15 pm**Presenter and/or Subject Matter:**

Judge Brenda Branch, Chief District Court Judge
Progression of Court

Komita Hendricks

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 6

Agenda Time: 6:35 pm

Presenter and/or Subject Matter:

Ms. Kimberly Turner, County Manager

1) Revised Credit Card Policy

2) Management Matters

Komita Hendricks

1 Revised Credit Card Policy

NORTHAMPTON COUNTY CREDIT CARD POLICY

PURPOSE: To prescribe authority, responsibility, control and procedures for the use of any credit card issued in the name of Northampton County Local Government.

GENERAL: A credit card is the same as cash. Its intended purpose is to provide a means by which county leadership can avoid major out-of-pocket cost directly associated within the conduct of county business. County leadership is defined as County Commissioners, County Manager, and Department Heads.

AUTHORITY: Any credit card issued in the name of Northampton County Local Government is to be used only in the conduct of official county business and only by the responsible person to whom the card is issued. For Commissioners: credit cards are officially made available by the Clerk to the Board.

RESPONSIBILITY: It is the responsibility of the card bearer to maintain possession of the card at all times and to exercise sound judgment in its use. It is strictly forbidden for anyone, other than the formal card bearer to use the card for any purpose, official or otherwise. The credit card is not to be used to purchase fuel for privately owned vehicles nor offset cost of food and accommodations of dependents traveling with the card bearer.

CONTROL: Commissioners' credit cards remain in the custody of the Clerk to the Board. Commissioners must sign for the card when received. The card must remain in the sole possession of its bearer until returned to the Clerk. All other credit cards remain in the custody of the card bearer.

PROCEDURES: For Commissioners, the credit card will be receipted for from the Clerk to the Board. When the card is returned to the Clerk, it should include the completed expense report and all receipts. The Clerk will assist the Commissioners in completing the expense report if assistance is needed. For Department Heads: upon return, all receipts shall be kept to process payment of the credit card bill.

PENALTIES: It is important that the appearance of wrongdoing or financial irresponsibility on the part of county leadership be avoided. Strict adherence to this policy coupled with timely settlement of all claims should accomplish that objective. In the event, compliance is not achieved, as a minimum, future use of the credit card will be forbidden and the Board of Commissioners and/or County Manager reserves the right to administer any other disciplinary action it deems appropriate. In addition, any person that does not adhere to this policy, shall be held personally liable.

Adopted this _____ day of _____, 2017.

Robert V. Carter, Chairperson
Northampton County Board of Commissioners

ATTEST:

Komita Hendricks, Clerk to the Board

2 Management Matters



Resolution in Honor of Dr. Ervin V. Griffin, Sr.

WHEREAS, Dr. Ervin V. Griffin, Sr. has served the citizens of Northampton County since 2006, as President of Halifax Community College; and,

WHEREAS, he was inducted into North Carolina Community Action Association Hall of Fame for his exemplary leadership and dedication for the advancement of the quality of life for low-income North Carolinians in May, 2015; and

WHEREAS, he has work timelessly with numerous local, state and national organizations; and

WHEREAS, Dr. Ervin Griffin, Sr. has been a great resource in obtaining funding sources to provide education to the citizens of Northampton County; and

THEREFORE, BE IT RESOLVED that by the Board of Commissioners of Northampton County, NC does honor Dr. Ervin V. Griffin, Sr. not only in his role as President of Halifax Community College, but as a community partner who has shown his dedication to improve the citizens in the Roanoke Valley

Adopted this the 18th day of January, 2017.

 Robert Carter, Chairman
 Northampton County Board of Commissioners

 Komita Hendricks, Clerk
 Northampton County Board of Commissioners

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 7

Agenda Time: 6:45 pm

Presenter and/or Subject Matter:

Citizens/Board Comments

Komita Hendricks

NORTHAMPTON COUNTY
BOARD OF COMMISSIONERS

Meeting Date: 01-18-2017

Agenda Tab Number: 8

Agenda Time: 7:15 pm

Presenter and/or Subject Matter:

Closed Session
G.S. 143-318.11 (a)(6)- Personnel

Komita Hendricks