

**NORTHAMPTON COUNTY
REGULAR SESSION
February 20, 2017**

Be It Remembered that the Board of Commissioners of Northampton County met on February 20, 2017, with the following present: Fannie Greene, Chester Deloatch, Charles Tyner, Geneva Faulkner, and Robert Carter.

Others Present: Kimberly Turner, Scott McKellar, Nathan Pearce, Leslie Edwards, 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 change presenters on Tab #5 from Cham Trowell to Mrs. Joy Futrell. Chairman Carter called upon Commissioners for input. Commissioner Tyner had a request to add a resolution and appointment to RCCC and HCC board to the agenda. Chairman Carter referred to County Manager about progress of resolution to Representative Michael Wray. County Manager Turner stated that the County Attorney is currently working on the resolution. County Attorney stated that the draft of the resolution should be finished by Friday but he has some legal issues with the resolution that need to be discussed in a closed session. Chairman Carter stated that the special closed session can occur next week.

Regular Session:

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

Approval of Regular Session Minutes for February 6, 2017:

A motion was made by Chester Deloatch and seconded by Geneva Faulkner to approve the Regular Session Minutes for February 6, 2017. **Question Called:** *All present voting yes.* **Motion carried.**

Approval of Closed Session Minutes for February 6, 2017:

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve the Closed Session Minutes for February 6, 2017. **Question Called.** *All present voting yes.* **Motion carried.**

Approval of Agenda for February 20, 2017:

A motion was made by Geneva Faulkner and seconded by Fannie Greene to approve the amended agenda for February 20, 2017. **Question Called:** *All present voting yes.* **Motion carried.**

NCHS Internship Program:

Ms. Kimberly Turner, County Manager, appeared before the Board to inform the Board of the internship program with Northampton County High School. Ms. Turner stated they currently have 5 interns working in the county within the Finance, Register of Deeds, Veterans, Cooperative Extension and Administration departments.

Dr. Monica Smith-Woofer, Superintendent of Northampton County Schools, thanked Northampton County for allowing the students the experience they will need to be work force ready and for being a partner. She also stated that this semester there are 35 students placed across the Roanoke Valley.

Squire Road:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain a decision on whether or not to utilize current funding in the Capital Reserve Account in the Enterprise Fund to relocate the waterline on Squire Road or place funding in the budget for FY 17-18 to cover the costs for relocating the waterline on Squire Road.

A motion was made by Charles Tyner and seconded by Fannie Greene to use current funds in the Capital Reserve Account in the amount of \$92,632 to move the waterline on Squire Road.

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

Request Date & Time for Public Hearing for Woodland Zoning Board:

Ms. Kimberly Turner, County Manager, appeared before the Board to request a Public Hearing date and time for Woodland Zoning Board. Ms. Turner respectfully requested the date and time of March 6, 2017 at 10:05 am.

A motion was made by Fannie Greene and seconded by Chester Deloatch to set the date and time of March 6, 2017 at 10:05 am for a Public Hearing for Woodland Zoning Board. **Question Called:** *Yes (Commissioner Carter, Greene, and Deloatch); no (Commissioners Faulkner, Tyner).* **Motion carried.**

Mid-Year Review:

Ms. Kimberly Turner, County Manager, appeared before the Board to provide the FY 2016-2017 Mid-Year Financial Review.

Ms. Leslie Edwards, Finance Director, appeared before Board to provide a financial report for Northampton County's Operating Budget for the period ending December 31, 2016.

Procedures Manual Change:

Ms. Kimberly Turner, County Manager, appeared before the Board to obtain approval of the revised changes to the Procedure Manual for Rule 9 for the Agenda, Rule 10 for informal public comments, and Rule 6 for regular and special meetings that was prepared by the County Manager and County Attorney.

Commissioner Faulkner suggested adding a response only for clarification.

A motion was made by Charles Tyner and seconded by Fannie Greene to approve the changes to the Procedure Manual that was prepared by the County Manager and County Attorney with the amendment added. **Question Called:** *All present voting yes.* **Motion carried.**


Management Matters:

Ms. Kimberly Turner, County Manager, provided the Board with a draft agenda for the Board Retreat scheduled for March 1, 2017.

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

DECISION PAPER

TO: The Northampton County Board of Commissioners

FM: Ms. Kimberly L. Turner, County Manager 

DT: February 20, 2017

RF: Squire Road

PURPOSE:

To obtain the Board's decision on whether or not to include funds in the budget to relocate the waterline on Squire Road.

FACTS:

1. We received a letter dated August 23, 2016 from Mrs. Vivian King-Jackson requesting that the Board of Commissioners consider allocating funds in the budget to replace the portion of the existing waterline that is in the conflict area on Squire Road versus relocating that portion of the existing waterline. (See Attachment 1)
2. In conversation with our Public Works Director, his recommendation is to relocate the waterline due to the convenience of the residents on that road. If we replace the existing waterline, the water will have to be turned off for an extended period of time.
3. I have identified a source of funds to pay for relocating the waterline within our Enterprise Fund. We currently have \$97,668 in our Capital Reserve Fund.
4. At our meeting on January 4, 2017, the Board instructed the County Manager to provide a timeline for relocating the waterline.
5. The timeline estimated by our Public Works Director for completion of the project is one and a half years. (See Attachment 2)
6. The estimated total cost of the project by our engineers is \$114,544. However, Mr. Morris, Public Works Director, reviewed those costs and adjusted the estimated total cost to \$92,632. (See Attachment 3)
7. As requested by Commissioners, the history of this road according to our records is attached. (See Attachment 4).

DISCUSSION:

The Northampton County Board of Commissioners submitted a resolution to NC Department of Transportation on June 4, 2012 requesting that they review the road and take over the road for maintenance if it meets established standards and criteria. After review of the road, NC Department of Transportation determined that the road did not meet their criteria in order to add the road to the state maintained system. Mrs. King-Jackson appeared before the Board on May 22, 2013 to notify the Board that NC DOT expressed that they cannot take over the road because our waterline is in conflict with the road. The cost for relocating that waterline at that time was \$68,292. County Manager Jenkins proposed the following resolutions: include it in the secondary roads improvement program, move the path, or ask a property owner, Mr. Cummings, to donate their right of way. It was suggested to look at clearing and grubbing. The Board instructed the County Manager and Public Works Director to research this and to see what can be done to alleviate some of the problems the citizens are experiencing. A letter dated

Subdivision. County Attorney Vaughan advised that he researched the plats and deeds for the subdivision and there was no indication that Northampton County assumed responsibility to open or maintain the subdivision, drain ways and other public spaces were dedicated to the public, found no language in deeds obligating the developers to maintain the streets or drain ways, and unless further research revealed otherwise, that the developer or the County does not bear any legal responsibility regarding repairs or maintenance of the streets and drain ways. An email from Mr. Jerry Jennings with NC DOT was provided to Mrs. King-Jackson on January 27, 2014 that stated in summary that DOT will be able to take over Squire Road if the following conditions are met: The proposed right of way will need to be verified or signed over by the property owners, the waterline will need to be relocated from under the roadway or shift the proposed roadway clear of the waterline, the existing crosspipe will need to be replaced by a much larger pipe(s). At that time, the estimate for costs to replace the crosspipe and grade and stabilize the roadway was \$32,000. It was noted that those costs are beyond DOT's maintenance or secondary road funding and the property owners would need to identify a source of funding. In that email, DOT stated that once those issues are resolved the road can be submitted for the Board of Transportation action to add it to the system. The Board of Commissioners met with Senator Smith-Ingram and Representative Wray on April 2, 2015 in reference to Legislative Goals and asked for their assistance in obtaining funding for Squire Road. Mrs. King-Jackson appeared before the Board again on March 7, 2016 to obtain an update on what the County was doing in reference to Squire Road. At that meeting Chairwoman Greene advised that we are looking into finding some funds to help. I advised that we have been working with Senator Smith-Ingram and Representative Wray to obtain some discretionary funds from the State and that I had talked with a representative with the Governor's office about assistance with obtaining discretionary funds. Mr. Scott Emory with DOT was at that meeting and advised that he would look at this situation to see what they could do and that the road did meet all criteria as far as getting on the state maintained system except for utility issues and drainage improvements. The Board of Commissioners approved Legislative goals on March 21, 2016 that included requesting assistance in obtaining funding for secondary roads. We received a letter from Mrs. King-Jackson on August 23, 2016 requesting the Commissioners to consider placing funds in the budget to replace the portion of the waterline that is in the conflict area. On November 7, 2016, I advised the Board that we could fund the relocation of the waterline from our Capital Reserve Account in our Enterprise Fund. There was no guidance provided by the Board at that meeting. Mrs. King-Jackson appeared before the Board again on January 4, 2017 to ask the Board for an update on this matter. The Board instructed the County Manager to provide a timeline for relocating the waterline.

RECOMMENDATION:

That the Board of Commissioners consider making a decision as to whether or not to utilize current funding in the Capital Reserve Account in the Enterprise Fund to relocate the waterline on Squire Road and/or place funding in the budget for FY 17-18 to cover the costs for relocating the waterline on Squire Road.

Coordination:

Finance Officer:

Concur Ashlie A. Edwards

Non-concur _____

Concur with comments _____

Action by the Commissioners:

Approved: _____
Disapproved: _____
Other: _____

Attachment 1

REVISED!

Post Office Box 277
Gaston, NC 27832

August 23, 2016

Mrs. Fannie P. Greene
Chair, Northampton County Board of Commissioners
Post Office Box 808
Jackson, NC 27845

RE: Squire Road

Dear Ms. Greene:

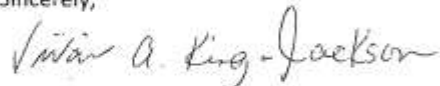
The purpose of this letter is to ask the Commissioners to consider putting monies in your budget to replace the portion of the existing waterline that is in the conflict area on Squire Road verses relocating that portion of the existing waterline.

Replacing the conflict pipe verses **relocating** the conflicting pipe, in essence, abandon the part that's in the center of the path. That way we can proceed with the state in putting a highway, (0.35 mile in length) in Squire Acres.

When looking at \$68,292.00, (as itemized in correspondence dated May 13, 2016 and April 23, 2016, from Northampton County Public Works Director, Mr. Jason Morris), would it be more feasible and cost effective to install a new portion of waterline than relocating the waterline?

We are willing to work with you and do what's necessary to assist in this process.

Sincerely,



Vivian A. King-Jackson
Resident of Squire Acres

p.s. Squire Acres Residents Signatures enclosed
cc: Northampton County Commissioners

We, the undersigned property owners of Squire Acres, greatly appreciate your support:

Name	Signature	Physical Address	Mailing Address	Telephone
Vivian A. King-Jackson	Vivian A. King-Jackson	165 Squire Road	P.O. Box 277 Gaston, NC 27832	(252) 578-9655
Virginia C. Plum	Virginia C. Plum	179 Squire Road	179 Squire Road Gaston, NC 27832	(252) 537-4658
Viola Moody	Viola Moody	119 Squire Acres Lane	1216 Frantford Drive Brandon, FL 33511	(813) 657-2436
Minnie P. Banks	Minnie P. Banks	119 Squire Acres Lane	1745 Gross Avenue Richmond, VA 23274	(804) 232-8897
Lee Vincent	Lee Vincent	125 Squire Acres Lane	P.O. Box 764 Gaston, NC 27832	(252) 676-7705
Dwight i Melvina	Dwight i Melvina	110 and 190	190 Squire Road Gaston, NC 27832	(252) 537-7514
Cummings	Melvin Cummings	Squire Road	190 Squire Road Gaston, NC 27832	(252) 537-7514
Herbert Banks	Herbert Banks	135 Squire Acres Lane	P.O. Box 123 Gaston, NC 27832	(252) 537-7249
Mary Hardy	Mary Hardy	161 Squire Acres Lane	7106 Eastforest Road Landover, MD 20785	(301) 512-3783
Ronnie Perry	Ronnie Perry	201 Squire Acres Lane	P.O. Box 1239 Gaston, NC 27832	(252) 308-2894
Leroy i Jerry	Leroy i Jerry	206 and 216	P.O. Box 1278 Gaston, NC 27832	(252) 326-9970
Ayersman	Jerry Ayersman	Squire Road	P.O. Box 1278 Gaston, NC 27832	(252) 326-9970
Esther Lee	Esther Lee	283, 186 and 176 Squire Acres Lane	6397 Hwy. 46 NC Gastonsburg, NC 27831	(252) 537-2368
Robert Squire	Robert L. Squire	JA Vincent Farm	228 Cherry Tree Rd. Gaston, NC 27832	(252) 537-9991
Harold Price	Harold Price	237 Squire Acres Lane	237 Squire Acres Lane Gaston, NC 27832	(443) 480-8561
Valerie Higgs	Valerie Higgs	237 Squire Acres Lane	237 Squire Acres Lane Gaston, NC 27832	(443) 480-8561
Wilbert i Mary Arent(Hein)	Wilbert i Mary Arent(Hein)	Wilbert and Mary Arent and heirs	2536 Mistwood Forest Drive Chester, VA 23813	(804) 621-6710
Latoya Robinson	Latoya Robinson	233, 231 and 144 Squire Acres Lane	P.O. Box 62 Gaston, NC 27832	(252) 673-6798

Date: January 19, 2017

Attachment 2

Squire Road off of NC Hwy 46

Squire Road is a platted and recorded sixty foot right of way as shown on Plat Book 22, page 55 and Plat Book 23 page 82. This road was platted and recorded as part of the Squire Acres Subdivision as shown on aforesaid plats dated April 22, 1986 and September 25, 1987 respectively.

Water lines were installed along the edge of the existing travel way of Squire Road and Squire Acres Lane with the installation of the Phase IV water line expansion for Northampton County. The as-built plans for this area are dated and signed by the engineer on April 26, 2005. The existing six inch water main that was installed along Squire Road was placed three to five feet off the edge of the existing travel way of Squire Road. This was done just as all waterlines at that time were placed in a similar location to the travel way of all publicly travelled roadways.

Upon the surveying and locating of the existing utilities and roadway, NCDOT found that the existing travel way of Squire Road was not located in the center of the existing platted right of way. When the alignment of the proposed paved road was produced by NCDOT, it was found that the existing six inch water main would be located underneath the new location causing the water line to be moved prior to any other work to be done on the roadway by NCDOT.

Attached you will find a cost estimate provided to Northampton County from McKim and Creed. This project estimate was provided on September 21, 2012. The original project estimate was \$93,000.

Also attached is correspondence in reference to Squire Road to Ms. King-Jackson dated April 23, 2013. With some considerations involving the scope of work, the project was able to be scaled back to \$68,292. This is an estimate from nearly four years ago and prices are subject to be more at this time due to inflation.

On January 27, 2014, there was correspondence from NCDOT to Ms. King-Jackson in reference to Squire Road. It was noted in the correspondence that there would be additional costs to replace the crosspipe and grade and stabilize the roadway. Those costs were beyond what NCDOT maintenance and secondary road funding would be able to cover. Attached for reference is a copy of the correspondence.

At the time the estimate was produced, it was not considered to do a Horizontal Directional Drill (HDD) across the existing creek along Squire Road. Due to the increased flooding of this area, it is now recommended that a HDD is performed across the creek on Squire Road to further protect the integrity of the six inch water line in that area. This may increase the proposed cost of construction.

Date: January 19, 2017

S. Brown

Due to the nature of the proposed work to relocate the existing water line on Squire Road, The work would not be able to be performed by Northampton County personnel. This type of work would require services from an outside source or contractor. If it were to be approved to relocate the existing water line, following is a projected timeline to have the water line relocated. It should also be noted that due to the new location of the proposed water line some trees may need to be removed and existing yards and driveways may be impacted due to the location of the existing right of way. The location of any new water main will be placed five feet from the edge on the inside of the existing right of way.

The location of the existing water line and its proximity to the proposed alignment of Squire Road could cause issues with the new road. If a new water line is placed into service, then the existing water line would need to be completely removed or filled with a flowable fill material to keep the existing pipe from creating a void underneath the proposed roadway as required by NCDOT. This proposed work may increase the cost of construction as well.

Below is an estimated timeline for work required on the proposed project of relocating the existing water line.

Work to be Done	Time Frame
Design – Design would need to be done by a professional engineer and plans produced	1-2 months
Permitting – Plans would need to be submitted to NCDEQ-PWS for review and approval	3-4 months
Surveying – Determine the exact location of R/W of Squire Rd and produce easement maps	1-2 months
Legal – Attorney to perform title search and create deeds of easement for the location of new waterline	1-2 months
Deed Recording – Owner to sign deeds and record maps and deeds	1 month
Bidding – Project to be bid to contractors	2 months
Contract Award – Contract awarded and notice to proceed given to contractor. Contractor given 180 days to complete work	6 months
Final Approval – Final approval issued from NCDEQ-PWS to place new line into service	1 month
As-builts – As-built drawing produced by engineer and provided to Northampton County	1 month
Complete Project	19 months or 1.5 years

There are other existing unpaved roads in Northampton County that currently have water mains that run along the edge of the travel way. Please find listed below and in no particular order a list of said unpaved roads. Also note that some of these roads may be in much worse condition than that of Squire Rd.

Date: January 19, 2017

Blake Drive	Woods Lane
Edwards Town Street	Sandy Ridge Lane
Cumbo Lane	Beaver Pond Lane
Lotts Lane	Beaver Street
Indian Trail - Arrowhead Mobile Home Park	Oak Street - Gumberry
Tomahawk Trail- Arrowhead Mobile Home Park	Poplar Street - Gumberry
Jane Lane	Hickory Street - Gumberry
Taylor Lane	Pine Street - Gumberry
Jasper Jones Road	Potecasi Lane – Potecasi Mobile Home Park
Eagle Crest Trail	Midway Lane – Potecasi Mobile Home Park

Information prepared and provided by:

Jason S. Morris, UMC
Public Works Director
Northampton County

owner(s) of the
d described hereon
yed to me (us)
in book
hat (we) hereby
of subdivision
Free consent,
minimum building
e all drainageways
spaces to public
noted. Further,
that the land as
within the sub-
sion's jurisdiction
County.

5) ROBERT L. SQUIRE

PAUL T. JOHNSTON & ROBERT L. SQUIRE
C.A. VINCENT EST. TRACT #3



the
hereon
with
of
with
minutes
County
ments,
d by
ssumes
n or
this
ording
gister

LEGEND

E.I. = EXISTING IRON	D.M. = DITCH MARK
S.I. = SET IRON	B.O.C. = BACK OF CURB
C.M. = CONC. MARKER	C.B. = CATCH BASIN
4" x 36"	AC = ACRES
IRON ROD IN CONC.	CC = CALCULATED COURSE
Q = CENTER LINE	DB = DEED BOOK
CH = CHORD	

EASEMENTS SHOWN ARE FOR PUBLIC UTILITIES
& DRAINAGE. SIDE LINES LOTS: 10' SET BACK
REAR LOT LINES: 25' SET BACK

NOTE:

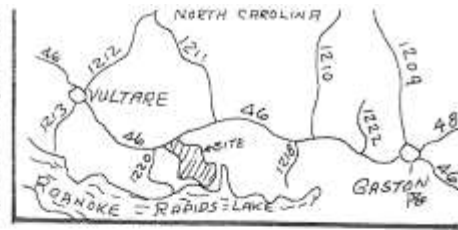
THERE ARE NO DEED RESTRICTIONS.

5/8" x 36" IRON ROD ON EACH LOT CORNER.

CONC. MON. 4" x 36" WITH IRON IN CENTER.

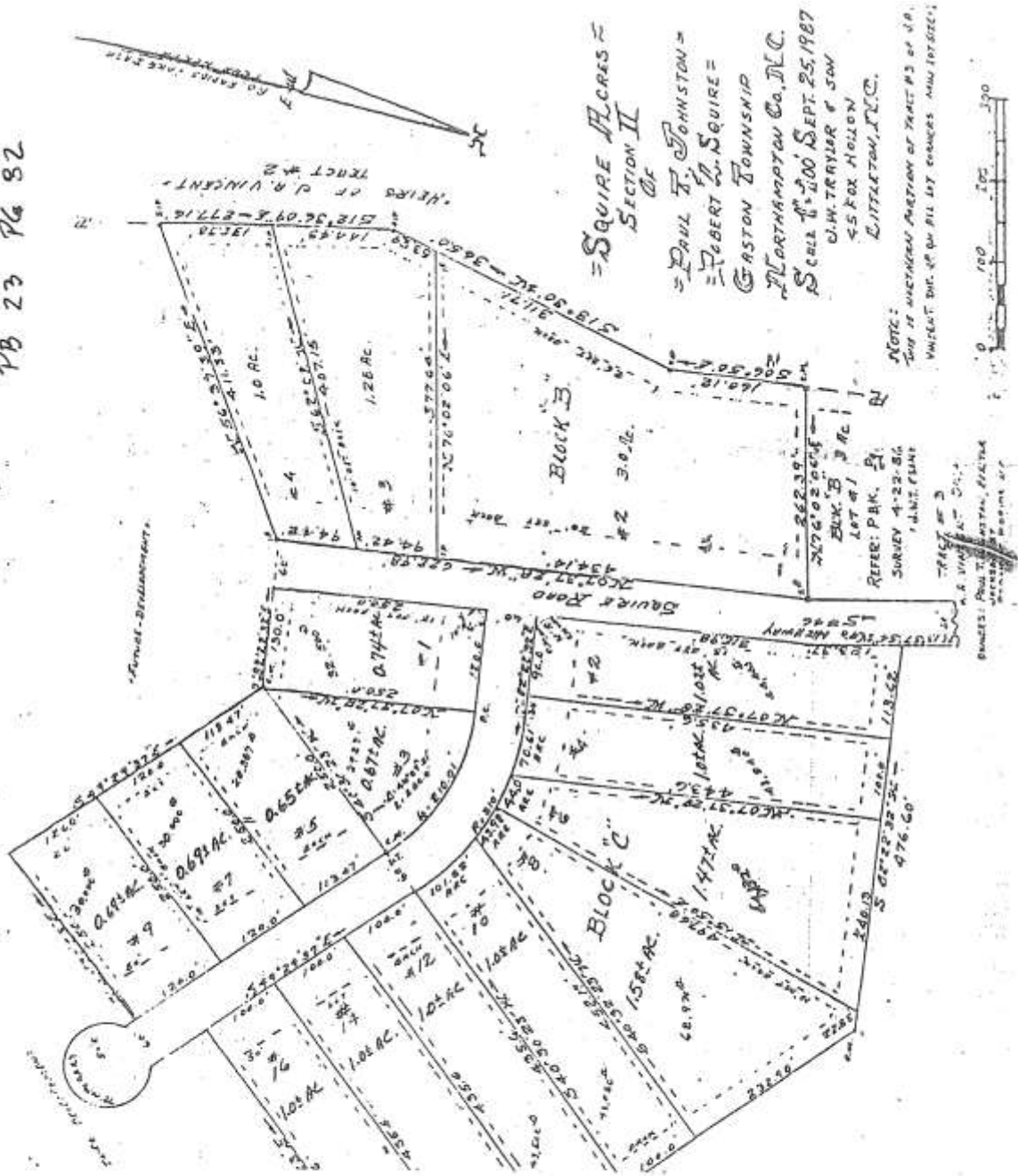
10.92 AC. IN LOTS

"I HEREBY CERTIFY THAT THIS SUBDIVISION ENTITLED "SQUIRE ACRES" IS



"SQUIRE ACRES"
"REVISED"
PROPERTY OF
PAUL T. JOHNSTON &
ROBERT L. SQUIRE
GASTON TOWNSHIP

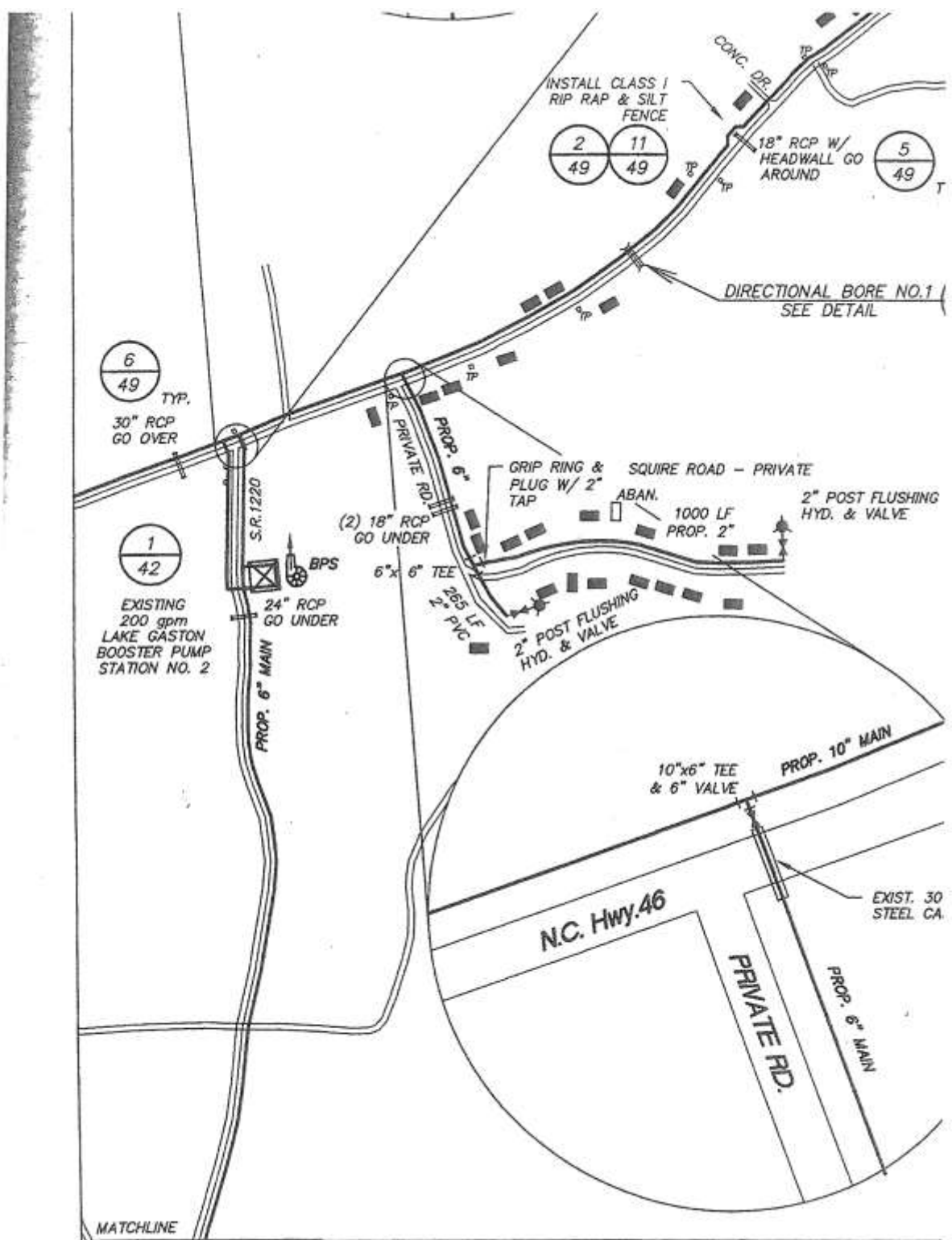
PB 23 PG 82





1		RECORD DRAWING INFORMATION ADDED		APRIL 04	1
SYM.		EXPLANATION		DATE	
REVISIONS					
 <i>David W. Springer</i> DATE <i>May 3, 2000</i>		 Rivers & Associates, Inc. Since 1918		107 East Second St. Greenville, N.C. 27858 (919) 752-4135	
		N.C. 46 LINEWORK & DETAILS		Eng Pl Sw	
		NORTHAMPTON COUNTY WATER PHASE IV EXTENSION WATER SYSTEM IMPROVEMENTS NORTHAMPTON COUNTY, NORTH CAROLINA			
SURVEY	DRAFT	R.J.	SCALE	DRAWING NO.	SHEET
DESIGN	DWS	CHECK	ROG	AS NOTED	W-2327RD
				5	OF

D:\NH4-99\B4-WATERSYS\DWG\W2327RD-05.DWG



Jason Morris

From: Chris L. Windley <CWindley@mckimcreed.com>
Sent: Friday, September 21, 2012 9:39 AM
To: jason.morris@nhcnc.net; chris.wheeler@nhcnc.net
Cc: jsavage@mckimcreed.com
Subject: Squire Lane Water Line Relocation Costs
Attachments: Squire Lane Water Line Relocation Cost Opinion 091812.xlsx

Jason and Chris,

Below is a budgetary estimate (opinion) of the cost to relocate the water line along Squire Lane based on the information you provided us. We have also attached the itemize construction cost opinion for your information as well. Please let us know if you have any questions.

Construction Cost (Includes 20% Contingency) - \$58,020

Assumptions made for Construction Cost Opinion:

- ? 6" SDR 21 PVC water line to be installed from south side of NC 46 up to intersection of Squire Lane and Squire Acres Lane (+/- 1000LF)
- ? 2" SDR 21 PVC water line to be installed from intersection of Squire Lane and Squire Acres Lane to the end of Squire Lane (+/- 265LF)
- ? Existing 2" water line down Squire Acres Lane would need to be connected to new water main with a new 6x6 tee, 6x2 tapped cap and 2" gate valve
- ? New FHA added near intersection of Squire Lane and Squire Acres Lane
- ? 5 residential services to be reconnected
- ? New 2" post flushing hydrant and valve would be required at the end of Squire Lane (end of line)
- ? Open cut installation across four gravel driveways and across Squire Acres Lane
- ? Additional notes included on cost opinion worksheet

Engineering Cost (Assumes complete services for a County Project):

Design and Permitting - \$12,000
Informal Bid - \$8,000
Construction Administration - \$7,000
Partial Construction Observation (12hrs/week) - \$6,000
Record Drawings - \$2,000

Engineering Subtotal - \$35,000

Total Project Cost - \$93,000

Chris L. Windley, PE | Project Manager

Tel 919.233.5281 x166 | Cell 919.417.3069
1730 Varsity Drive, Suite 500 | Raleigh, NC 27606
CWindley@mckimcreed.com | <http://www.mckimcreed.com>



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Northampton County
Squire Lane Water Line Relocation
Cost Opinion - Preliminary Design

WATER MAIN

Item	Description	Qty		Unit Price		Total Cost
1	Mobilization (2% or less of total bid amount)	1	LS	\$ 850.00	/LS	\$ 850.00
2	Water Main					
	a. 6" SDR-21 PVC	1000	LF	\$ 22.00	/LF	\$ 22,000.00
	b. 2" SDR-21 PVC	265	LF	\$ 10.00	/LF	\$ 2,650.00
3	Testing, Cleanup and Seeding for All New Water Main Piping					
	a. 6" Water Main	1000	LF	\$ 2.00	/LF	\$ 2,000.00
	b. 2" Water Main	265	LF	\$ 1.00	/LF	\$ 265.00
4	Ductile Iron MJ Fittings (compact weight)	235	LB	\$ 6.00	/LB	\$ 1,410.00
5	2" Gate Valve with Valve Box	2	EA	\$ 750.00	/EA	\$ 1,500.00
6	Fire Hydrant Assembly	1	EA	\$ 4,000.00	/EA	\$ 4,000.00
7	2" Post Flushing Hydrant and Valve	1	EA	\$ 2,500.00	/EA	\$ 2,500.00
8	Reconnect Existing Water Services	5	EA	\$ 600.00	/EA	\$ 3,000.00
9	Connect to Existing Water Lines	2	EA	\$ 500.00	/EA	\$ 1,000.00
10	Abandon/Remove Existing Water Line	1265	LF	\$ 5.00	/LF	\$ 6,325.00
11	Remove and Replace Gravel Driveway/Roadway (min 6" CABC)	85	SY	\$ 10.00	/SY	\$ 850.00

Total \$ 48,350.00
20% Contingency \$ 9,670.00
TOTAL \$ 58,020.00

Notes:

- 1) Clearing and grubbing included in cost of water main pipe
- 2) Cost opinion does not include E&SC measures
- 3) Cost opinion does not include asphalt roadway removal and replacement
- 4) Undercut, unsuitable materials and rock excavation not included in cost opinion.

Jason Morris

From: Jason Morris <jason.morris@nhcnc.net>
Sent: Monday, May 13, 2013 3:20 PM
To: kingjacksonv@se.halifax.k12.nc.us
Cc: Wayne Jenkins; Robert Carter (steelcart@gmail.com)
Subject: FW: Squire Road off NC 46 near Gaston
Attachments: Cost Estimate - 4-23-13.pdf

Ms. Jackson,

Please see below for information sent via email on April 23, 2013. Please let me know if you have any questions.

Thanks,

Jason S. Morris

Public Works Director, Northampton County
P.O. Box 68, Jackson, N.C. 27845
Phone: (252) 534-6341
Fax: (252) 534-1525

From: Jason Morris [mailto:jason.morris@nhcnc.net]
Sent: Tuesday, April 23, 2013 5:17 PM
To: 'kingjacksonv@se.halifax.k12.nc.us'
Cc: Wayne Jenkins; Robert Carter (steelcart@gmail.com)
Subject: Squire Road off NC 46 near Gaston

Ms. Jackson,

This email is a follow up per our meeting on April 2, 2012. As we discussed on April 2, I would meet with NCDOT to discuss possible options on relocating the existing waterline in place along Squire Road.

Two possible options discussed on April 2 were as follows: (Existing waterline is located outside of travel way along the East side of Squire Road.)

- Will NCDOT be able to realign proposed roadway to the west to avoid moving existing waterline if additional right of way is granted?
- Can only the portion(s) of the existing waterline in conflict areas be moved?

On April 19, 2013 I met with Mr. Win Bridgers (Division 1 Assistant Division Maintenance Engineer) on site to discuss possible options of Squire Road. The following conditions were found and hereby noted.

- The location of the existing travel way for Squire Road is not located in the center of the Platted 60' right of way.
- NCDOT proposed alignment of improvements for Squire Road is depicted to be located near the center of the Existing 60' Platted right of way

-To avoid major costs of clearing and grubbing on the west side of Squire Road, NCDOT will not shift proposed alignment to west to avoid existing waterline. Existing waterline would need to be relocated.

-It was found that only a portion of the existing waterline will need to be moved to accommodate the proposed alignment of Squire Road. Approximately 800 LF

-If waterline is relocated, waterline would need to be placed as close to the Eastern right of way of Squire Road as possible.

Please find attached an itemized list for a revised cost estimate to relocate a portion of the existing waterline.

Construction Cost (Includes 20% Contingency) - \$35,292

Assumptions made for Estimated Construction Cost Opinion:

- ? 6" SDR 21 PVC water line to be installed beginning from +/- 200' south of NC 46 up to intersection of Squire Lane and Squire Acres Lane (+/- 650LF)
- ? 2" SDR 21 PVC water line to be installed from intersection of Squire Lane and Squire Acres Lane and reconnected to existing line (+/- 150LF)
- ? Existing 2" water line down Squire Acres Lane would need to be connected to new water main with a new 6x6 tee, 6x2 tapped cap and 2" gate valve
- ? New FHA added near intersection of Squire Lane and Squire Acres Lane
- ? 4 residential services to be reconnected
- ? Open cut installation across two gravel driveways and across Squire Acres Lane
- ? Additional notes included on cost opinion worksheet

Estimated Engineering Cost (Assumes complete services for a County Project):

Design and Permitting - \$12,000

Informal Bid - \$8,000

Construction Administration - \$7,000

Partial Construction Observation (12hrs/week) - \$4,000

Record Drawings - \$2,000

Engineering Subtotal - \$33,000

Total Estimated Project Cost - \$68,292

If you need any additional information please let me know. Thank you for your patience on this matter.

Jason S. Morris

Public Works Director, Northampton County

P.O. Box 68, Jackson, N.C. 27845

Phone: (252) 534-6341

Fax: (252) 534-1525

Northampton County
Squire Lane Water Line Relocation
Cost Opinion - Preliminary Design

WATER MAIN

Item	Description	Qty		Unit Price		Total Cost
1	Mobilization (2% or less of total bid amount)	1	LS	\$ 850.00	/LS	\$ 850.00
2	Water Main					
	a. 6" SDR-21 PVC	650	LF	\$ 22.00	/LF	\$ 14,300.00
	b. 2" SDR-21 PVC	150	LF	\$ 10.00	/LF	\$ 1,500.00
3	Testing, Cleanup and Seeding for All New Water Main Piping					
	a. 6" Water Main	650	LF	\$ 2.00	/LF	\$ 1,300.00
	b. 2" Water Main	150	LF	\$ 1.00	/LF	\$ 150.00
4	Ductile Iron MJ Fittings (compact weight)	235	LB	\$ 6.00	/LB	\$ 1,410.00
5	2" Gate Valve with Valve Box	2	EA	\$ 750.00	/EA	\$ 1,500.00
6	Fire Hydrant Assembly	1	EA	\$ 4,000.00	/EA	\$ 4,000.00
7	Reconnect Existing Water Services	4	EA	\$ 600.00	/EA	\$ 2,400.00
8	Connect to Existing Water Lines	3	EA	\$ 500.00	/EA	\$ 1,500.00
10	Remove and Replace Gravel Driveway/Roadway (min 6" CABC)	50	SY	\$ 10.00	/SY	\$ 500.00

Total \$ 29,410.00
20% Contingency \$ 5,882.00
TOTAL \$ 35,292.00

Notes:

- 1) Clearing and grubbing included in cost of water main pipe
- 2) Cost opinion does not include E&SC measures
- 3) Cost opinion does not include asphalt roadway removal and replacement
- 4) Undercut, unsuitable materials and rock excavation not included in cost opinion.

Emory, Scott L

From: Jennings, Jerry D
Sent: Monday, January 27, 2014 5:01 PM
To: kingjacksonv@se.hallifax.k12.nc.us
Cc: The Honorable Michael H. Wray; Emory, Scott L; Bridgers, Clemmon W; Baker, Sterling D; Liverman, George J
Subject: Squire Road - Gaston
Attachments: PlansSheetsSquire.pdf

Ms. Vivian King-Jackson,

This follows our onsite meeting of January 2, 2014 that included Rep. Michael Wray, County Maintenance Engineer Jack Liverman and a number of other property owners. The purpose of the meeting was to discuss what actions need to be taken so that Squire Lane can be added to the state system of maintenance. Several questions arose that we could not answer at the time. After further research and discussion with Division staff I offer the following:

- A Property Owner's Petition and Resolution from Northampton County was submitted in June 2012. This information would still be considered valid and a new petition would not be needed.
- It appears that the question of the road's existence prior to 1975 has been answered. Our personnel have located a rural postal map from the 1920s that confirms the road's existence at that time.
- Attached is a copy of a survey performed by the department a couple years ago. It includes the road location, proposed right of way limits, property owners and location of the existing waterline. The proposed right of way has not been verified or signed over by the property owners. This will need to occur once some of the other questions have been answered.
- The waterline is currently in conflict and will need to be relocated from under the roadway. An option would be to shift the proposed roadway clear of the waterline. However, this would necessitate significant additional property from Mr. Cummings and would significantly increase the costs of improvements by having to shift off of the existing roadbed.
- We have asked our Hydraulics personnel to review the existing crosspipe. They are recommending that it be replaced with a much larger pipe(s) which will also add significant costs.
- Costs to improve the road to minimum unpaved standards seems to be the main outstanding issue assuming that the property owners will provide the necessary right of way. The waterline itself was estimated to cost around \$58,000. I was unclear from our meeting if this was something that Northampton County was willing to provide at no cost or not. A rough estimate of additional costs to replace the crosspipe and grade and stabilize the roadway is \$32,000. These costs are beyond what our maintenance or secondary road funding will be able to cover. The property owners would need to identify a source of funding.

In summary, the property owners and/or County will need to address the waterline and costs to improve the road to minimum standards. Please advise once this is resolved and we will be glad to have our Right of Way personnel contact the property owners to sign agreements necessary to secure the proposed right of way. Once these issues are resolved the road can be submitted for Board of Transportation action to add it to the system.

Should you have any questions or need additional information please contact me or Scott Emory, District Engineer.

Attachment 3

notified that any reading, dissemination, copying, or other use of this message or attachments is strictly prohibited. If you have received this message in error, please notify the sender immediately and delete this message with all copies, backups, and attachments. Thank you.

 Please consider the environment before printing this email

From: Chris Windley <cwindley@cjsconveyance.com>
Sent: Friday, February 3, 2017 8:37 AM
To: Jason S. Morris
Subject: RE: Squire Road Cost Opinion

Jason,

As promised, I have updated the cost opinions for the Squire Road Water Line Extension. The updates to the construction cost opinion include the addition of the 6" HDPE HDD, reduction of 200 LF of 6" PVC Pipe, adjustments of unit prices where appropriate to reflect current market pricing, and addition of erosion control cost. The previous estimate excluded erosion control but I figured you would have limited silt fence, outlet protection for storm pipe replacements, and a few check dams in the roadside ditches. I included a LS estimated cost for erosion control in the updated cost opinion. The same assumptions listed in the email from 9/21/12 would still apply. Please find the updated construction cost opinion attached.

The updated total construction cost opinion is \$76,044.

As for engineering services, I would recommend keeping the original total fee of \$35,000 for budgetary purposes.

Therefore, Construction and Engineering together are estimated at \$111,044.

I noticed that the plan sheet with the sketch shows the road(s) as private. If the County does not already have a utility easement for the existing water line that could be reused, you will need to budget some additional cost for the easement acquisition. Note that the engineering fee does not include easement surveying and mapping. If easement surveying and mapping is required, I would recommend adding \$3,500 to the engineering fees.

Please let me know if you need anything further. I hope we can help out further on this if you need to move forward with design. I am embarrassed to say but we are still working through edits to the Master Services Agreement with the attorney. I'll get it to you ASAP so we can move on with some more helpful assistance.

Thanks,
Chris

From: Jason S. Morris [mailto:jason.morris@nhcnc.net]
Sent: Tuesday, January 24, 2017 3:43 PM

E. L. Morris

To: Chris Windley <cwindley@cjsconveyance.com>
Subject: Squire Road Cost Opinion

Good Afternoon Chris,

I would like to see if you would be willing to provide an updated preliminary cost opinion to relocate a waterline. You had done this for me back in 2012. Attached you will see your original cost opinion and the email that was sent to me.

Will you update the preliminary cost opinion since this is almost 5 years old? I would like for you to add 200 LF of HDD of 6" HDPE pipe that will take the place of trenching in 200 LF of 6" PVC Pipe. I feel since an area on this road has repeatedly flooded and exposed our water line across a creek crossing we should include this HDD pipe in this area.

I will have a board meeting regarding this information on February 20, 2016. If possible, please get this updated information back to me by February 9, 2016.

Thanks for your help,

Jason S. Morris, UMC
Public Works Director, Northampton County
P.O. Box 68, Jackson, N.C. 27845
Phone: (252) 534-6341
Fax: (252) 534-1525



NOTICE: This e-mail message and all attachments may contain confidential information intended solely for the use of the addressee. If the reader of this message is not the intended recipient, you are hereby notified that any reading, dissemination, copying, or other use of this message or attachments is strictly prohibited. If you have received this message in error, please notify the sender immediately and delete this message with all copies, backups, and attachments. Thank you.

♻️ Please consider the environment before printing this email

Northampton County
Squire Lane Water Line Relocation
Cost Opinion - Preliminary Design

WATER MAIN

Item	Description	Qty		Unit Price		Total Cost
1	Mobilization (2% or less of total bid amount)	1	LS	\$ 1,250.00	/LS	\$ 1,250.00
2	Water Main					
	a. 6" SDR-21 PVC	800	LF	\$ 25.00	/LF	\$ 20,000.00
	b. 2" SDR-21 PVC	265	LF	\$ 11.00	/LF	\$ 2,915.00
3	Testing, Cleanup and Seeding for All New Water Main Piping					
	a. 6" Water Main	800	LF	\$ 2.00	/LF	\$ 1,600.00
	b. 2" Water Main	265	LF	\$ 1.00	/LF	\$ 265.00
3a.	6" HDPE Buff-Fused Horizontal Directional Drill (Guaranteed)	200	LF	\$ 70.00	/LF	\$ 14,000.00
4	Ductile Iron MJ Fittings (compact weight)	235	LB	\$ 6.00	/LB	\$ 1,410.00
5	2" Gate Valve with Valve Box	2	EA	\$ 750.00	/EA	\$ 1,500.00
6	Fire Hydrant Assembly	1	EA	\$ 4,000.00	/EA	\$ 4,000.00
7	2" Post Flushing Hydrant and Valve	1	EA	\$ 2,500.00	/EA	\$ 2,500.00
8	Reconnect Existing Water Services	5	EA	\$ 600.00	/EA	\$ 3,000.00
9	Connect to Existing Water Lines	2	EA	\$ 500.00	/EA	\$ 1,000.00
10	Abandon/Remove Existing Water Line	1265	LF	\$ 5.00	/LF	\$ 6,325.00
11	Remove and Replace Gravel Driveway/Roadway (min 6" CABC)	85	SY	\$ 13.00	/SY	\$ 1,105.00
12	Erosion and Sedimentation Control (Silt Fence, Check Dams, Outlet Protect.)	1	LS	\$ 2,500.00	/LS	\$ 2,500.00

Total \$ 63,370.00
20% Contingency \$ 12,674.00
TOTAL \$ 76,044.00

Notes:

- 1) Clearing and grubbing included in cost of water main pipe
- 2) Cost opinion does not include asphalt roadway removal and replacement
- 3) Undercut, unsuitable materials and rock excavation not included in cost opinion.

Northampton County
Squire Lane Water Line Relocation
Cost Opinion - Preliminary Design

WATER MAIN

Item	Description	Qty		Unit Price		Total Cost
1	Mobilization (2% or less of total bid amount)	1	LS	\$ 1,250.00	/LS	\$ 1,250.00
2	Water Main					
	a. 6" SDR-21 PVC	450	LF	\$ 25.00	/LF	\$ 11,250.00
	b. 2" SDR-21 PVC	200	LF	\$ 11.00	/LF	\$ 2,200.00
3	Testing, Cleanup and Seeding for All New Water Main Piping					
	a. 6" Water Main	450	LF	\$ 2.00	/LF	\$ 900.00
	b. 2" Water Main	200	LF	\$ 1.00	/LF	\$ 200.00
3a.	6" HDPE Buff-Fused Horizontal Directional Drill (Guaranteed)	200	LF	\$ 70.00	/LF	\$ 14,000.00
4	Ductile Iron MJ Fittings (compact weight)	235	LB	\$ 6.00	/LB	\$ 1,410.00
5	2" Gate Valve with Valve Box	2	EA	\$ 750.00	/EA	\$ 1,500.00
6	Fire Hydrant Assembly	1	EA	\$ 4,000.00	/EA	\$ 4,000.00
7	Reconnect Existing Water Services	4	EA	\$ 600.00	/EA	\$ 2,400.00
8	Abandon/Remove Existing Water Line	800	LF	\$ 5.00	/LF	\$ 4,000.00
9	Connect to Existing Water Lines	3	EA	\$ 500.00	/EA	\$ 1,500.00
10	Remove and Replace Gravel Driveway/Roadway (min 6" CABC)	50	SY	\$ 10.00	/SY	\$ 500.00
11	Erosion and Sedimentation Control (Silt Fence, Check Dams, Outlet	1	LS	\$ 2,500.00	/LS	\$ 2,500.00

Total	\$	45,110.00
20% Contingency	\$	9,022.00
Construction TOTAL	\$	54,132.00
Design and Permitting	\$	12,000.00
Informal Bid	\$	8,000.00
Construction Administration	\$	7,000.00
Partial Construction Observation	\$	6,000.00
Record Drawings	\$	2,000.00
Surveying and Mapping for Easement	\$	3,500.00
Engineering TOTAL	\$	38,500.00
Project TOTAL	\$	92,632.00

Notes:

- 1) Clearing and grubbing included in cost of water main pipe
- 2) Undercut, unsuitable materials and rock excavation not included in cost opinion.



OFFICE OF THE
COUNTY MANAGER

Attachment 4

Northhampton County

"A GREAT PLACE TO RAISE FAMILIES, PROFITS, AND EXPECTATIONS"

P.O. BOX 808

JACKSON, NC 27845

PHONE (252) 534-2501

FAX (252) 534-1166

June 6, 2012

Mr. C. W. Bridgers, Jr., P.E.
NC Department of Transportation
230 NC 42 West
Ahoskie, NC 27910

RE: Squire Road/Squire Lane
Gaston, North Carolina

Dear Mr. Bridgers:

Please find enclosed Form SR 1, NC Department of Transportation Division of Highways Petition for Road Addition, maps, and Form SR 2, NC State Department of Transportation and Highway Safety Request For Addition to State Maintained Secondary Road System Resolution, for the abovementioned road.

Thank you and if you have any questions or concerns regarding this correspondence, please contact me at (252) 534-2501.

Sincerely,

Kimberly L. Turner
Clerk to the Board

Enclosures



Northampton County

"A GREAT PLACE TO RAISE FAMILIES, PROFITS AND EXPECTATIONS"

BOARD OF COMMISSIONERS

P. O. BOX 808

JACKSON, N. C. 27845

PHONE (252) 534-2501 • FAX (252) 534-1166

NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION AND HIGHWAY SAFETY REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM

North Carolina

County of Northampton

Road description Squire Road and Squire Lane located in Squire Acres located .35 miles west of Highway 46.

WHEREAS, the attached petition has been filed with the Board of Commissioners of the County of Northampton requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation and Highway Safety for the addition of roads to the System.

NOW, THEREFORE be it resolved by the Board of Commissioners of the County of Northampton that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Northampton at a meeting on the 4 day of June 2012 and appears in the minutes of the said Commission.

WITNESS my hand and official seal this the 4 day of June 2012.


Kimberly L. Turner, Clerk to the Board
Northampton County Board Commissioners



**North Carolina Department of Transportation
Division of Highways
Petition for Road Addition**

ROADWAY INFORMATION: (Please Print/Type)

County: Northampton Road Name: Squire Road and Squire Lane
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: Squire Acres Length (miles): 0.15 + 0.2 = 0.35 mil

Number of occupied homes having street frontage: 18 Located (miles): 0.35 miles

miles N ☐ S ☐ E ☐ W ☒ of the intersection of Route 46 and Route
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of Squire Acres in Northampton County, do hereby request the Division of Highways to add the above described road.

CONTACT PERSON: Name and Address of First Petitioner. (Please Print/Type)

Name: Vivian A. King-Jackson Phone Number: (252) 578-9655

Street Address: 165 Squire Road

Mailing Address: P. O. Box 277 Gaston, NC 27832

PROPERTY OWNERS

Name	Mailing Address	Telephone
Vivian King-Jackson	P. O. Box 277 Gaston, NC 27832	(252) 578-9655
Virginia C. Plum	P. O. Box 295 Gaston, NC 27832	(252) 537-4658
Esther Lee	6397 Hwy 46 NC Garysburg, NC 27831	(252) 537-2368
Robert Squire	228 Cherry Tree Road Gaston, NC 28732	(252) 537-9991
Ernest Powell	P. O. Box 184 Gaston, NC 27832	(252) 537-9492
Dwight Cummings	190 Squire Road, NC 27832	(252) 537-7514
Len Vincent	P. O. Box 1114 Gaston, NC 27832	(252) 676-7705
Donnie Perry	P. O. Box 298 Gaston, NC 27832	(252) 918-3598

Dorothy Banks *Dorothy Banks* 135 Squire Acres Lane Gaston, NC 27832 (252) 676-4583
Ronnie Perry *Ronnie Perry* P.O. Box 1239 Gaston, NC 27832 (252) 368-2894

INSTRUCTIONS FOR COMPLETING PETITION:

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

FOR NCDOT USE ONLY: Please check the appropriate block

☐ Rural Road ☐ Subdivision platted prior to October 1, 1975 ☐ Subdivision platted after September 30, 1975

REQUIREMENTS FOR ADDITION

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

-251-2012

Della Rose asked who was the executive director of the Lake Gaston Retirement Village Foundation, Inc. Mrs. Warren stated that Chuck Youse was the executive director, but his term is up and she does not know who the new executive director is.

Chairwoman Spruill closed the public hearing and reconvened regular session.

A motion was made by Fannie Greene and seconded by Chester Deloatch to approve the Home and Community Care Block Grant allocations and local match for county agencies as identified in the attachment. **Question Called For: All present voting yes. Motion carried.**

Request Date & Time for Public Hearing-ROAP Grant:

Mrs. Debby Warren, Office on Aging Director, appeared before the Board to obtain a date and time to hold a public hearing for the Rural Operating Assistance Program through the North Carolina Department of Transportation for FY 2012-2013.

A motion was made by Robert Carter and seconded by Joseph Barrett that the public hearing be set for June 18, 2012 at 2:00 p.m. **Question Called For: All present voting yes. Motion carried.**

Reappointment to CPTA Board:

Mr. Wayne Jenkins, County Manager, appeared before the Board to obtain the reappointment of Rebecca Bayse to the CPTA Board of Directors for a two-year term.

A motion was made by Joseph Barrett and seconded by Chester Deloatch to reappoint Rebecca Bayse to the CPTA Board of Directors. **Question Called For: All present voting yes. Motion carried.**

Petition for Road Addition-Squire Rd. /Squire Ln.:

Mr. Wayne Jenkins, County Manager, appeared before the Board to obtain approval of a Resolution of North Carolina Department of Transportation and Highway Safety for Addition to State Maintained Secondary Road System for Squire Road/Squire Lane.

A motion was made by Fannie Greene and seconded by Joseph Barrett to approve this request. **Question Called For: All present voting yes. Motion carried.**

Broadband Grant for Margarettsville, NC:

Mr. Wayne Jenkins, County Manager, appeared before the Board to present a Community-Oriented Connectivity Broadband Grant Program proposed by Crystal Broadband Networks for broadband in Margarettsville, North Carolina.

The Board accepted this as information.

-221-2013

NORTHAMPTON COUNTY
SPECIAL CALLED MEETING
May 22, 2013

Be It Remembered that the Board of Commissioners of Northampton County met on May 22, 2013 with the following present: Virginia Spruill, Robert Carter, Chester Deloatch, and Joseph Barrett.

Agenda Work Session:

A 10-minute work session was held to discuss today's agenda items. The following change was made to the agenda:

- Under Tab 7, Mr. Wayne Jenkins, County Manager, will be presenting instead of Mr. Gary Brown

Regular Session:

Chairman Carter called the meeting to order. Commissioner Barrett delivered the Invocation and the Pledge of Allegiance was recited. Chairman Carter welcomed everyone and explained the citizen comment process.

Approval of Special Called Meeting Minutes for May 2, 2013:

A motion was made by Chester Deloatch and seconded by Virginia Spruill to approve the Special Called Meeting Minutes for May 2, 2013. **Question Called For: All present voting yes. Motion carried.**

Approval of Closed Session Minutes for May 2, 2013:

A motion was made by Virginia Spruill and seconded by Chester Deloatch to approve the Closed Session Minutes for May 2, 2013. **Question Called For: All present voting yes. Motion carried.**

Approval of Regular Meeting Minutes for May 6, 2013:

A motion was made by Joseph Barrett and seconded by Chester Deloatch to approve the Regular Session Meeting Minutes for May 6, 2013. **Question Called For: All present voting yes. Motion carried.**

Approval of Closed Session Minutes for May 6, 2013:

A motion was made by Chester Deloatch and seconded by Virginia Spruill to approve the Closed Session Minutes for May 6, 2013. **Question Called For: All present voting yes. Motion carried.**

Approval of Agenda for May 22, 2013:

A motion was made by Joseph Barrett and seconded by Virginia Spruill to adopt the agenda with the noted change on Tab 7. Question Called For: All present voting yes. Motion carried.

Squire Acres Subdivision-Squire Road:

Mrs. Vivian King-Jackson appeared before the Board to express her concerns on the conditions of Squire Road and ask for the County's assistance in remedying the situation. Mrs. King-Jackson stated that she petitioned North Carolina Department of Transportation (NC DOT) to pave Squire Road and she has been informed by NC DOT that they cannot pave the road because the waterline was put in at the edge of the path instead of the edge of the right-of-way, which would cost approximately \$90,000 to relocate the waterline. Mrs. King-Jackson stated that the citizens on that road are mostly elderly, have health concerns, and on limited income. Mrs. King-Jackson further stated that because of the conditions of the road, the bus cannot pick-up a dialysis patient, trash truck will not come down the road, and other services are being denied. Mrs. King-Jackson shared the following information with the Board:

PLEASE SEE SCANNED EMAILS AND PICTURES OF SQUIRE ROAD BELOW WHICH
ARE HEREBY MADE A PART OF THE MINUTES:

-223-2013

FROM MESSAGE

Page 1 of 4

Vivian King-Jackson

From: Jason Morris
Sent: Monday 5/13/13 3:20 PM
To: kingjacksonv@se.halifax.k12.nc.us
Cc: Wayne Jenkins, Robert Carter
Subject: FW: Squire Road off NC 46 near Gaston
Cost Estimate - 4-23-13.pdf

Ms. Jackson,

Please see below for information sent via email on April 23, 2013. Please let me know if you have any questions.

Thanks,

Jason S. Morris

Public Works Director, Northampton County

P.O. Box 68, Jackson, N.C. 27845

Phone: (252) 534-6341

Fax: (252) 534-1525

From: Jason Morris [mailto:jason.morris@nhcnc.net]
Sent: Tuesday, April 23, 2013 5:17 PM
To: 'kingjacksonv@se.halifax.k12.nc.us'
Cc: Wayne Jenkins; Robert Carter (robertcarter@gmail.com)
Subject: Squire Road off NC 46 near Gaston

Ms. Jackson,

<http://se.halifax.k12.nc.us/intranet/atomic/subpages/printview.aspx?uid=703188452&folde...> 5/22/2013

-224-2013

Print Message

Page 2 of 4

This email is a follow up per our meeting on April 2, 2012. As we discussed on April 2, I would meet with NCDOT to discuss possible options on relocating the existing waterline in place along Squire Road.

Two possible options discussed on April 2 were as follows: (Existing waterline is located outside of travel way along the East side of Squire Road.)

- Will NCDOT be able to realign proposed roadway to the west to avoid moving existing waterline if additional right of way is granted?

- Can only the portion(s) of the existing waterline in conflict areas be moved?

On April 19, 2013 I met with Mr. Win Bridgers (Division 1 Assistant Division Maintenance Engineer) on site to discuss possible options of Squire Road. The following conditions were found and hereby noted.

- The location of the existing travel way for Squire Road is not located in the center of the Platted 60' right of way.

- NCDOT proposed alignment of improvements for Squire Road is depicted to be located near the center of the Existing 60' Platted right of way

- To avoid major costs of clearing and grubbing on the west side of Squire Road, NCDOT will not shift proposed alignment to west to avoid existing waterline. Existing waterline would need to be relocated.

- It was found that only a portion of the existing waterline will need to be moved to accommodate the proposed alignment of Squire Road. Approximately 800 LF

- If waterline is relocated, waterline would need to be placed as close to the Eastern right of way of Squire Road as possible.

Please find attached an itemized list for a revised cost estimate to relocate a portion of the existing waterline.

Construction Cost (Includes 20% Contingency) - \$35,292

<http://se.halifax.k12.nc.us/intranet/atomic/subpages/printview.aspx?uid=703188452&fold...> 5/22/2013

Print Message

Page 3 of 4

Assumptions made for Estimated Construction Cost Opinion:

- ? 6" SDR 21 PVC water line to be installed beginning from +/- 200' south of NC 46 up to intersection of Squire Lane and Squire Acres Lane (+/- 450LF)
- ? 3" SDR 21 PVC water line to be installed from intersection of Squire Lane and Squire Acres Lane and reconnected to existing line (+/- 150LF)
- ? Existing 3" water line down Squire Acres Lane would need to be connected to new water main with a new 6x6 tee, 6x2 tapped cap and 3" gate valve
- ? New FRA added near intersection of Squire Lane and Squire Acres Lane
- ? 4 residential services to be reconnected
- ? Open cut installation across two gravel driveways and across Squire Acres Lane
- ? Additional notes included on cost estimate worksheet

Estimated Engineering Cost (Assumes complete services for a County Project):

Design and Permitting - \$12,000

Informal Bid - \$8,000

Construction Administration - \$7,000

Partial Construction Observation (12hrs/week) - \$4,000

Record Drawings - \$2,000

Engineering Subtotal - \$33,000

Total Estimated Project Cost - \$68,292

If you need any additional information please let me know. Thank you for your patience on this matter.

Jason S. Morris

Public Works Director, Northampton County

P.O. Box 68, Jackson, N.C. 27845

Phone: (252) 534-6341

Fax: (252) 534-1525

-226-2013

Northampton County
Squire Lane Water Line Relocation
Cost Opinion - Preliminary Design

WATER MAIN					
Item	Description	Qty		Unit Price	Total Cost
1	Mobilization (2% or less of total bid amount)	1	LS	\$ 850.00 /LS	\$ 850.00
2	Water Main				
	a. 6" SDR-21 PVC	650	LF	\$ 22.00 /LF	\$ 14,300.00
	b. 2" SDR-21 PVC	150	LF	\$ 10.00 /LF	\$ 1,500.00
3	Testing, Cleanup and Seeding for All New Water Main Piping				
	a. 6" Water Main	650	LF	\$ 2.00 /LF	\$ 1,300.00
	b. 2" Water Main	150	LF	\$ 1.00 /LF	\$ 150.00
4	Ductile Iron MJ Fittings (compact weight)	235	LB	\$ 6.00 /LB	\$ 1,410.00
5	2" Gate Valve with Valve Box	2	EA	\$ 750.00 /EA	\$ 1,500.00
6	Fire Hydrant Assembly	1	EA	\$ 4,000.00 /EA	\$ 4,000.00
7	Reconnect Existing Water Services	4	EA	\$ 600.00 /EA	\$ 2,400.00
8	Connect to Existing Water Lines	3	EA	\$ 500.00 /EA	\$ 1,500.00
10	Remove and Replace Gravel Driveway/Roadway (min 6" CABC)	50	SY	\$ 10.00 /SY	\$ 500.00

Total \$ 29,410.00
20% Contingency \$ 5,882.00
TOTAL \$ 35,292.00

Notes:

- 1) Clearing and grubbing included in cost of water main pipe
- 2) Cost opinion does not include E&SC measures
- 3) Cost opinion does not include asphalt roadway removal and replacement
- 4) Undercut, unsuitable materials and rock excavation not included in cost opinion.

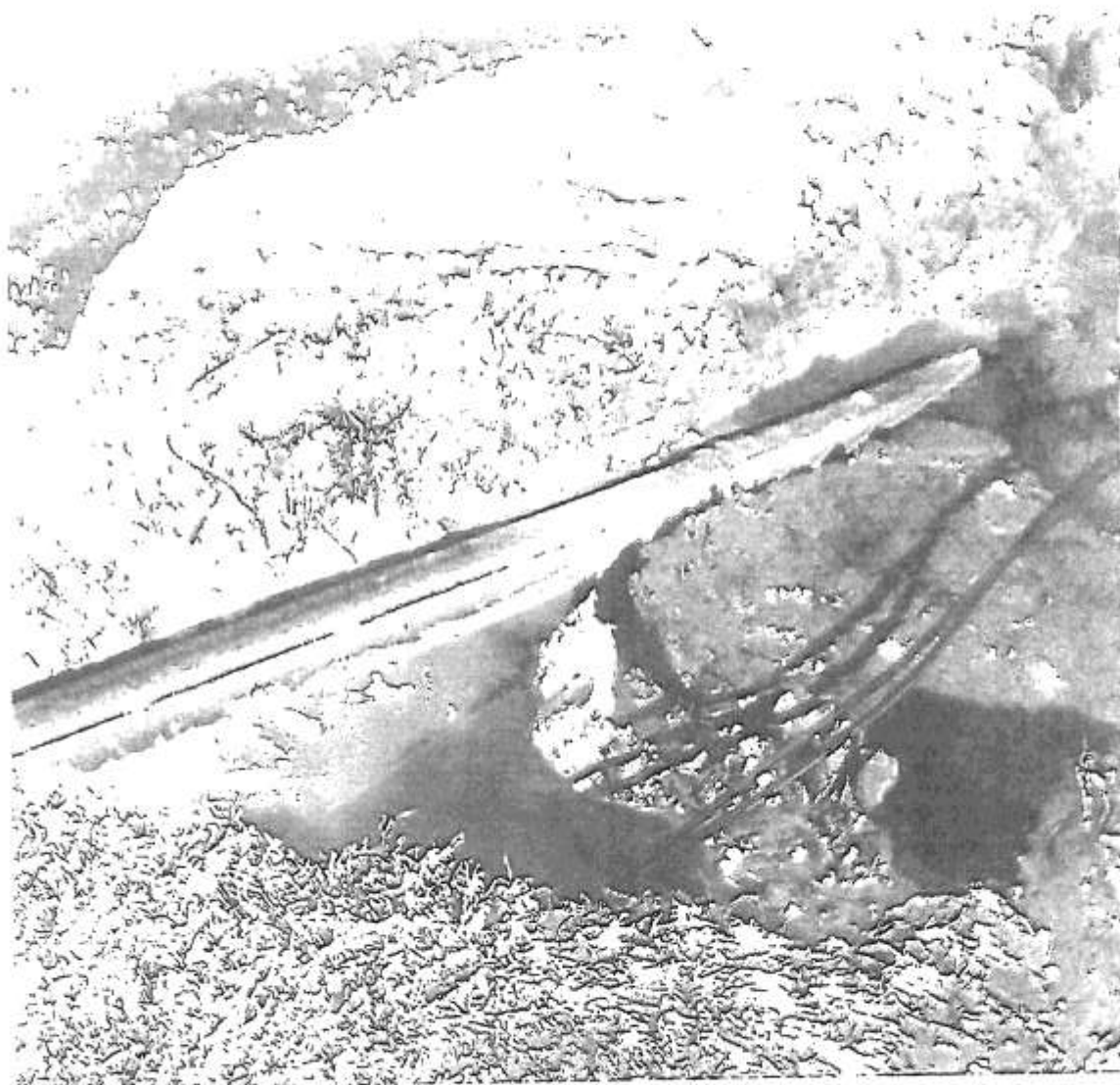
00507-0012

04/23/13

-227-2013



-228-2013



-229-2013



-230-2013

Mr. Wayne Jenkins, County Manager, explained that the waterline was place there because of the maps that the engineer was using at the time and it was more cost effective for the water project to put the line there rather than clear and grub the right-of-way. Mr. Jenkins further explained the proposed resolutions to this issue: include it in the secondary roads improvement program, move the path, and ask a property owner, Mr. Cummings, on that road to donate their right-of-way.

Mr. Jason Morris, Public Works Director, explained that the path is not in the center of the right-of-way and relayed the costs to NC DOT in order to take over the road as it was explained by Mr. Win Bridgers, District Engineer.

Mr. Jenkins further stated that NC DOT will not accept anything until the conflict with the utilities; phone, cable, and the waterline; has been removed.

Mr. Charles Vaughan, County Attorney, asked if anyone has looked at the feasibility of drainage.

Mrs. King-Jackson stated that several people have been down the road, but she did not know what they were actually looking at. Mrs. King-Jackson stated that she has asked if someone could get a clear defined ditch to relieve the water.

Mr. Morris stated that the waterline would still have to be adjusted.

Mr. Jenkins stated that they could look at clearing and grubbing.

Chairman Carter stated to Mrs. King-Jackson that they are going to research this and asked that Mr. Jenkins and Mr. Morris see what can be done to alleviate some of the problems the citizens are experiences.

Commissioner Barrett clarified that according to the emails provided, the total estimated cost is \$68,000 not \$90,000.

Bid Award-Severn Peanut Natural Gas Pipeline:

Mr. Wayne Jenkins, County Manager, appeared before the Board on behalf of Mr. Gary Brown to obtain acceptance of the construction bid submitted by Distribution Construction Co., Inc. for construction of the Severn Peanut Natural Gas Pipeline.

A motion was made by Virginia Spruill and seconded by Joseph Barrett to approve the conditional award of bid and contract to Distribution Construction Company, Inc. for construction of the Severn Peanut Natural Gas Pipeline project, conditional upon the development of a natural gas purchase rate agreement between Severn Peanut Company and Piedmont Natural Gas, and the subsequent approval of that rate agreement by the North Carolina Utilities Commission; and authorize the Chairman, County Attorney, County Manager, Clerk to the Board, Economic Development Commission Director, and other staff as appropriate to execute all subsequent related documents as may be necessary to administer the project.

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

CHARLES J. VAUGHAN
ATTORNEY AT LAW

TELEPHONE:
Office (252) 587-5631
Fax (252) 587-5641

P.O. Box 370
Woodland, North Carolina 27897

COPY

8 August 2013

Mr. Robert V. Carter
Chairman, Board of Commissioners
Northampton County
P.O. Box 808
Jackson, North Carolina 27845



RE: Squire Acres Subdivision

Dear Mr. Carter:

Pursuant to the instructions given to me by the Board of Commissioners on 5 August 2013 I write to report to you the following information in the above referenced matter:

Squire Acres Subdivision was platted on 22 April 1986, approved by the Northampton County Planning Board on 28 July 1986 (Mr. O.B. Spalding, Chairman) and recorded in the Office of the Register of Deeds of Northampton County on 25 August 1986. A later addition to the subdivision was approved and recorded on 17 November 1987. The Planning Board approval indicates that Northampton County assumed no responsibility to open or maintain the subdivision. All drainways and other public spaces were dedicated to the public. I researched numerous deeds conveying portions of the subdivision and found no language in any deed obligating the developers, Paul T. Johnston and Robert L. Squire, to maintain the streets or drainways. Accordingly, unless further research would reveal otherwise, I do not believe the developers or the County bear any legal responsibility regarding repairs or maintenance of the streets and drainways.

Should you have any question regarding this correspondence, please feel free to contact me.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Charles J. Vaughan".

Charles J. Vaughan
Northampton County Attorney

CJV/aeH

cc: Mr. Kenneth A. Creque, County Manager
Ms. Virginia D. Spruill, Vice Chairman
Mr. Joseph Barrett, Commissioner
Mr. Chester DeLoatch, Commissioner
Ms. Fannie P. Greene, Commissioner

Emory, Scott L

From: Jennings, Jerry D
Sent: Monday, January 27, 2014 5:01 PM
To: kingjacksonv@se.halifax.k12.nc.us
Cc: The Honorable Michael H. Wray; Emory, Scott L; Bridgers, Clemmon W; Baker, Sterling D; Liverman, George J
Subject: Squire Road - Gaston
Attachments: PlansSheetsSquire.pdf

Ms. Vivian King-Jackson,

This follows our onsite meeting of January 2, 2014 that included Rep. Michael Wray, County Maintenance Engineer Jack Liverman and a number of other property owners. The purpose of the meeting was to discuss what actions need to be taken so that Squire Lane can be added to the state system of maintenance. Several questions arose that we could not answer at the time. After further research and discussion with Division staff I offer the following:

- A Property Owner's Petition and Resolution from Northampton County was submitted in June 2012. This information would still be considered valid and a new petition would not be needed.
- It appears that the question of the road's existence prior to 1975 has been answered. Our personnel have located a rural postal map from the 1920s that confirms the road's existence at that time.
- Attached is a copy of a survey performed by the department a couple years ago. It includes the road location, proposed right of way limits, property owners and location of the existing waterline. The proposed right of way has not been verified or signed over by the property owners. This will need to occur once some of the other questions have been answered.
- The waterline is currently in conflict and will need to be relocated from under the roadway. An option would be to shift the proposed roadway clear of the waterline. However, this would necessitate significant additional property from Mr. Cummings and would significantly increase the costs of improvements by having to shift off of the existing roadbed.
- We have asked our Hydraulics personnel to review the existing crosspipe. They are recommending that it be replaced with a much larger pipe(s) which will also add significant costs.
- Costs to improve the road to minimum unpaved standards seems to be the main outstanding issue assuming that the property owners will provide the necessary right of way. The waterline itself was estimated to cost around \$58,000. I was unclear from our meeting if this was something that Northampton County was willing to provide at no cost or not. A rough estimate of additional costs to replace the crosspipe and grade and stabilize the roadway is \$32,000. These costs are beyond what our maintenance or secondary road funding will be able to cover. The property owners would need to identify a source of funding.

In summary, the property owners and/or County will need to address the waterline and costs to improve the road to minimum standards. Please advise once this is resolved and we will be glad to have our Right of Way personnel contact the property owners to sign agreements necessary to secure the proposed right of way. Once these issues are resolved the road can be submitted for Board of Transportation action to add it to the system.

Should you have any questions or need additional information please contact me or Scott Emory, District Engineer.

-333-2015

**Special Called Meeting
Northampton County
April 2, 2015**

Present: Robert Carter, Fannie Greene, Joseph Barrett and Virginia Spruill

Others Present: Kimberly Turner, Michelle Nelson, Representative Michael Wray, and Senator Erica Smith-Ingram

Absent: Chester Deloatch

The Board of Commissioners met with Representative Michael Wray and Senator Erica Smith-Ingram on 2015 Legislative Goals for Northampton County as deemed a priority by the North Carolina Association of County Commissioners. These are the following goals: Goal #1- Support continued state funding of Medicaid and support efforts by the state to provide healthcare access for all citizens; Goal #2- Seek legislation to restore the statutory requirement that 40% of the net lottery proceeds be allocated to counties for school capital needs and increase the annual appropriation of lottery funds until the 40% allocation is restored; Goal #3- Seek legislation to repeal the statutory authority under NC G.S. 115C-431(c) that allows local school boards to file suit against a county board of commissioners over county appropriations for education; Goal #4- Oppose any shift of state transportation responsibilities to counties; and Goal #5- Oppose unfunded mandates and shifts of state responsibilities to counties.

Topics of discussion also included Unpaved Roads, the Widening of US-158, Hydrilla on Lake Gaston, and Sales Tax Redistribution.

Michelle Nelson, Clerk to the Board
"s.m. 04-02-15"

2/1/16

-179-2016

Squire Acres:

Ms. Vivian King-Jackson, a citizen of Gaston, appeared before the Board with her concerns about her road in Squire Acres. She mentioned that it's been almost three years before she last came to the Board, and 20 years that she's been trying to get her road paved. She asked what the Board was going to do about Squire Road, so that she and the other residents can decide what they need to do. She passed out some information to the Board on what has been discussed so far, and pictures of Squire Road.

Chairwoman Greene stated that they've revisited this issue for some time. They've talked with the State about this, and they are looking into finding some money to help with the road. Ms. Turner stated that we don't have the funding to get this road into compliance, but we've been working with Representative Wray and Senator Smith-Ingram to get some discretionary funds from the State. She's also talked with a representative from the Governor's office about Squire Road.

Scott Emory from DOT was present. He said he would be glad to look at this situation to see what they could do. He also stated that her road meets all the criteria as far as getting on the State system except for utility issues and drainage improvements to get it up to minimum standards. Chairwoman Greene stated that she read that DOT would accept this road, but the County would have to fund it. Mr. Emory confirmed this was correct.

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



3/21/2016

2016 Legislative Feedback For

Please use this form to record your discussion with your legislators regarding the NCACC short session goals and other issues for the 2016 legislative session. Be as specific as possible in your notes. Your feedback will be used to guide NCACC staff as we work with legislators to promote county interests.

PE-4: Seek legislation to repeal the statutory authority under NC G.S. 115C-431(c) that allows local school boards to file suit against a county board of commissioners over county appropriations for education.

Neither Senator Smith-Ingram or Representative Wray support the school system being able to sue the County Commissioners. Senator Smith-Ingram reiterated that both Boards should work closely together.

TF-4: Seek legislation to authorize local option revenue sources already given to any other jurisdiction.

Representative Wray noted that this issue was a tough challenge and he felt the County got the best deal it could under the circumstances. Senator Smith-Ingram discussed the Sales Tax distribution monies Northampton County will receive and admonished the Board to have plans and projects in mind for that money.

GG-2: Support legislation, regulations and funding that would preserve local option authority where needed to deploy community broadband systems to ensure community access to critical broadband services.

The Representatives discussed the subject of needing internet for citizens as well as students in our school system. Representative Wray has been working on a grassroots effort with Century Link to include internet for the County.

Discussion of other issues:

Senator Smith-Ingram discussed the widening of the Highway 158 project. She stated that a portion of 158 was included in the Bond package as it related to the roads and infrastructure. However, it's been scaled back since Secretary Tata left. Senator Smith-Ingram has also requested \$500,000 for getting secondary roads paved.

Representative Wray has been working on the Highway 158 project as well as the timber industry, and obtaining additional Cell phone towers in the County.

11/7/14

-1040-2016

Request for Renovation to Courthouse:

Ms. Kimberly Turner, County Manager, appeared before the Board on behalf of the Courthouse Safety Committee for renovation to Courthouse for security purposes.

Judge Branch stated before making a change you must assess the need first. Judge Branch mentioned that this courthouse is the most unsafe one in our district. She also stated that they are doing other safety precaution that doesn't cost the County money like active shooter drills and fire drills.

The Board directed the County Manager to bring back a financing proposal for the renovation of the courthouse and the renovation of the Old DSS building for a decision.

Management Matters:

Ms. Kimberly Turner, County Manager, introduced Mrs. Diane Hale, Veterans/Safety Officer, as a new employee.

Ms. Kimberly Turner, County Manager, presented a resolution to the Board for Squire Road for relocating the county's water line so the road can be maintained by DOT.

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

1/4/17

-1101-2016

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:**

**NORTHAMPTON COUNTY
MID-YEAR FINANCIAL REVIEW
As of December 31, 2016**

SUMMARY

<u>DEPARTMENT</u>	<u>BUDGET</u>	<u>PLAN</u>	<u>ACTUAL</u>	<u>DEVIATION</u>	<u>%</u>
Tax/L.Records/Reval	\$880,571	\$440,288	\$342,160	(\$98,128)	-22%
Register of Deeds	\$209,756	\$127,378	\$71,349	(\$56,029)	-44%
Finance	\$642,349	\$322,875	\$402,588	\$79,713	25%
MIS	\$279,310	\$166,513	\$118,142	(\$48,371)	-29%
Governing Body	\$112,854	\$42,578	\$42,341	(\$237)	-1%
Administration	\$250,822	\$125,074	\$94,600	(\$30,474)	-24%
Legal	\$70,375	\$35,188	\$19,347	(\$15,841)	-45%
Court Facilities	\$23,050	\$11,525	\$8,973	(\$2,552)	-22%
Office on Aging	\$55,973	\$28,837	\$28,099	(\$738)	-3%
Recreation	\$256,246	\$119,690	\$119,225	(\$465)	0%
Veterans	\$55,447	\$27,474	\$13,950	(\$13,524)	-49%
Sheriff	\$2,229,666	\$1,114,834	\$1,009,063	(\$105,771)	-9%
Detention Center	\$1,531,497	\$765,749	\$608,692	(\$157,057)	-21%
Cooperative Ext	\$276,535	\$134,168	\$122,159	(\$12,009)	-9%
Elections	\$218,497	\$109,330	\$117,706	\$8,376	8%
Econ. Development	\$193,613	\$94,619	\$90,643	(\$3,976)	-4%
Planning/Zoning	\$155,963	\$77,139	\$65,068	(\$12,071)	-16%
Code Enforcement	\$184,348	\$92,173	\$89,595	(\$2,578)	-3%

Health	\$4,900,691	\$2,260,148	\$1,820,753	(\$439,395)	-19%
Soil Conservation	\$113,164	\$52,184	\$47,387	(\$4,797)	-9%
Emergency Mgmt.	\$136,894	\$62,376	\$54,998	(\$7,378)	-12%
Emerg. Medical Svcs.	\$2,821,280	\$1,374,883	\$1,271,470	(\$103,413)	-8%
TECS/DRC	\$287,867	\$143,943	\$107,537	(\$36,406)	-25%
Social Services	\$7,281,595	\$3,404,753	\$3,189,311	(\$215,442)	-6%
E-911	\$897,329	\$448,665	\$406,173	(\$42,492)	-9%
Human Resources	\$198,245	\$99,123	\$97,020	(\$2,103)	-2%
Building & Grounds	\$905,366	\$452,683	\$425,174	(\$27,509)	-6%
Central Garage	\$81,825	\$40,375	\$33,403	(\$6,972)	-17%
TDA	\$57,600	\$22,862	\$20,812	(\$2,050)	-9%
TOTAL	\$25,308,728	\$12,197,427	\$10,837,738	(\$1,359,689)	-11%

COMPARISON TOTALS BY YEAR

<u>Year</u>	<u>Budget</u>	<u>Plan</u>	<u>Actual</u>	<u>Deviation</u>	<u>%</u>
FY06-07	\$20,090,880	\$9,823,377	\$8,396,463	(\$1,426,914)	-15%
FY07-08	\$21,286,215	\$10,384,279	\$9,278,270	(\$1,106,009)	-11%
FY08-09	\$21,793,943	\$10,685,995	\$8,939,819	(\$1,746,176)	-16%
FY09-10	\$20,631,301	\$10,104,170	\$8,960,426	(\$1,143,744)	-11%
FY10-11	\$21,563,590	\$10,314,082	\$9,120,942	(\$1,193,140)	-12%
FY11-12	\$21,472,421	\$10,734,854	\$9,525,088	(\$1,209,766)	-11%
FY12-13	\$23,034,572	\$11,314,621	\$10,532,522	(\$782,099)	-7%
FY14-15	\$23,983,447	\$11,493,401	\$10,180,350	(\$1,313,051)	-11%
FY15-16	\$24,225,744	\$11,632,317	\$10,369,944	(\$1,262,373)	-11%
FY16-17	\$25,308,728	\$12,197,427	\$10,837,738	(\$1,359,689)	-11%

**NORTHAMPTON COUNTY
2017 MID-YEAR FINANCIAL REVIEW
AS OF DECEMBER 31, 2016
ENTERPRISE FUNDS**

REVENUE

<u>DEPARTMENT</u>	<u>BUDGET</u>	<u>PLAN</u>	<u>ACTUAL</u>	<u>DEVIATION</u>	<u>%</u>
Water & Sewer	\$3,228,661	\$1,602,798	\$1,625,502	\$22,704	1%

EXPENDITURES

Water & Sewer	\$3,228,661	\$996,807	\$911,332	(\$85,475)	-9%
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REVENUE

<u>DEPARTMENT</u>	<u>BUDGET</u>	<u>PLAN</u>	<u>ACTUAL</u>	<u>DEVIATION</u>	<u>%</u>
Solid Waste	2,320,551	1,159,440	1,590,657	431,217	37%

EXPENDITURES

Solid Waste	2,320,551	1,162,626	1,109,769	(52,857)	-5%
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NORTHAMPTON COUNTY

Finance Department & Management Information Systems

Post Office Box 663

Jackson, North Carolina 27815

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 February 8, 2017

RE: Northampton County Operating Budget Report
For period ending December 31, 2016.

Attached you will find the operating budgets for period ending **December 31, 2016**.
The budget indicated revenues and expenditures for the following funds:

Operating budget (General & Social Services)

Revenues (over) Expenditure	\$ 6,155,544.04	Fund 11-General
Revenues (under) Expenditures	<u>1,326,059.07</u>	Fund 80- Social Services
Net Revenues over Expenditures	\$ 4,829,484.97	

Enterprise Funds-

Water – Revenue over Expenditures	\$ 714,170.39
Solid Waste- Revenue over Expenditures	\$ 480,888.12

Notes:

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

The water enterprise fund has revenues over expenditures for the first six months of fiscal year 2017 by \$714,170.39.

The solid waste enterprise fund has revenue over expenditures by \$480,888.12.

Respectively submitted.

1. A joint meeting with the governing Board of any other political subdivision of this state or any other state may be held within the boundaries of either subdivision as may be stated in the call of the meeting. At any such joint meeting, this Board reserves the right to vote separately on all matters coming before the joint meeting.
2. A special meeting called for the purpose of considering and acting upon any order or resolution requesting members of the General Assembly representing all or any portion of this County to support or oppose any bill pending in the General Assembly or proposed for introduction herein may be held in Raleigh or such other place as may be stated in the call of the meeting.
3. Meetings called for educational, development, long range planning or similar purposes including retreats may be held outside the County.

Rule 8. Broadcasting and Recording Meetings

- (a) Except as provided in this rule, any radio or television station is entitled to broadcast all or any part of an official meeting of the Board that is required to be open to the public. Any person may photograph, film, tape-record, or otherwise reproduce any part of a meeting required to be open.
- (b) Any radio or television station wishing to broadcast any portion of an official meeting of the Board shall so notify the County Manager no later than forty-eight hours before the meeting. If the number of requests or the quantity and size of the necessary equipment is such that the meeting cannot be accommodated in the designated meeting room, and no suitable alternative site in the Administration Building is available, it will be decided who will secure and pay the costs of an alternative meeting site that is mutually agreeable to the Board and the media representatives.

V. Agenda

Rule 9. Agenda

- (a) The Clerk to the Board shall prepare the agenda for each regular, special, and emergency meeting. Any Board member requesting to place an item on the agenda shall make that request to the Board at the appropriate meeting. The Board may add the requested item to the current agenda or delay it until the next meeting. The Clerk will provide a draft copy of the agenda to the Chair/County Manager for approval prior to agenda packets being completed.
- (b) The agenda packet shall include the agenda documents, any proposed ordinances or amendments to ordinances, and supporting documentation and background

information relevant to items on the agenda. A copy of the agenda packet is to be delivered to each member of the Board before the meeting. Documents in the agenda packet, if not previously available for public inspection, shall become so when packets have been delivered to each Board member or left at his or her usual dwelling.

Rule 10. Informal Public Comments

The Clerk to the Board shall include on the agenda of each regular meeting a period for comments or questions from members of the public in attendance. Anyone from the public that wishes to make comments is required to complete a Visitor Comment Form located in the Commissioner's Meeting Room and hand it to the Clerk. At the appropriate time, the Chair will recognize each individual who has completed a form prior to the public comment period. Each individual will have the opportunity to address the Board subject to available time. Each public comment will be limited to a maximum of three (3) minutes. All speakers exceeding their allotted time will be asked to stop speaking. Responses to any questions directed to the Board will be made at a later time by the Board or County staff after the Board has had an opportunity to consider the questions raised. If time does not permit an individual the opportunity to address the Board, a response will be provided at a later time.

Rule 11. Order of Business

At regular meetings, the Board shall proceed to business in the following order:

1. Agenda Work Session
2. Approval of the Minutes of the Previous Meeting
3. Scheduled Public Hearings
4. Remaining Agenda Items
5. Management Matters
6. Citizens/Board Comments
7. Closed Session if necessary
8. Adjourn

Without objection, the Chair may call in any order the most convenient for the dispatch of business.

VI. Conduct of Debate

Rule 12. Powers of the Chair

The Chair shall preside at all meetings of the Board. A member must be recognized by the Chair in order to address the Board. The Chair shall have the following powers:

III. Organization of the Board

Rule 4. Organizational Meetings

- (a) The Board shall hold an organizational meeting at its regular meeting place at 10:00 a.m. on the first Monday in December of each year. The agenda for this organizational meeting shall be limited to induction of newly elected members of the Board of the County Commissioners and other elected County officials and organization of the Board for the ensuing year. The organizational meeting shall be convened and concluded before the regular meeting is convened. The Clerk to the Board of Commissioners shall call the meeting to order and the County Attorney shall preside until a chair is elected. If they have not already been sworn and inducted into office, the newly elected members of the Board shall take and subscribe the oath of office as the first order of business. As the second order, the Board shall elect a Chair and Vice-Chair from among its members. As the third order, the Board shall approve the bonds of the Sheriff, and the Register of Deeds and induct them and any other newly elected County officials into office. As the fourth and fifth orders of business, the Board may appoint a Clerk and an Attorney.

Rule 5. Election of the Chair

The Chair and Vice-Chair of the Board shall be elected annually for a term of two years and shall not be removed from the office of Chair unless he or she becomes disqualified to serve as a member of the Board or voluntarily resigns as a member of the Board.

IV. Regular and Special Meetings

Rule 6. Regular and Special Meetings

- (a) **Regular Meetings.** The Board shall hold a regular meeting on the first and third Monday of each month. If a regular meeting day is a holiday on which County offices are closed, the meeting shall be held on the next immediate Wednesday or such succeeding day as may be specified in the motion adjourning the immediately preceding regular meeting. Regular meetings shall be held in the Commissioners' room located in the Finance Office building in Jackson, NC. The meeting on the first Monday shall begin at 10:00 o'clock a.m., and the meeting on the third Monday shall begin at 6:00 o'clock p.m. The Board may change the place or time of a particular regular meeting or all regular meetings within a specified time period by resolution adopted, posted, and noticed no less than seven days before the change takes effect. Such a resolution shall be filed with the Clerk to the Board and posted at or near the regular meeting place, and copies shall be sent to all persons who have requested notice of special meetings of the Board.

Annual Report for Budget Reduction:

Mrs. Joy Futrell, Trillium, provided the Board with an overview of services available through Trillium. She also provided the board information about funding and budget cuts.

Mrs. Futrell asked the Board to adopt the resolution for support for adequate funding to meet mental health, intellectual and developmental disabilities, and substance use disorder service needs for the citizens of Northampton County.

A motion was made by Chester Deloatch and seconded by Fannie Greene to adopt the resolution.

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

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

Transforming Lives



January 30, 2017

County Commissioners,

Over the past two fiscal years, the General Assembly has reduced State funding for mental health (MH), substance use disorder (SU), and intellectual/developmental disability services (I/DD) by \$263.7 million and required those reductions to be filled using LME/MCO one time savings.

LME/MCOs are subject to the requirements of the Local Government Commission in the Office of the State Treasurer. Among those requirements is that they must maintain at least thirty days which is 8% of cash on hand. This is just prudent business. For the seven LME/MCO's thirty days of cash is \$240.7 million dollars.

Trillium will have spent nearly \$40 million dollars of its own savings replacing state service funding reductions mandated by the General Assembly by June 30, 2017.

This has a direct impact on how Trillium Health Resources is managing its reinvestment funds and services for those with intellectual/developmental disabilities. Our unrestricted savings just this fiscal year will be reduced from \$18 million to an estimated \$3 million at year end. If reductions continue, Trillium will be forced to reduce state funded services and curtail reinvestment projects. State service reductions may have to include:

- Reducing State-funded group homes and other residential services for adults with mental illness and I/DD
- Reducing State-funded day programming for adults with I/DD
- Limiting most non-Medicaid consumers to outpatient therapy services only, instead of more effective evidence-based practices.
- Reinvestment projects curtailed may have to include:
 1. Replication of the Healing Transitions model for long-term substance use disorder recovery
 2. Expansion of inclusive day programs for children and adults with disabilities
 3. Expansion of crisis services

24-Hour Crisis Care & Service Enrollment - 877.685.2415

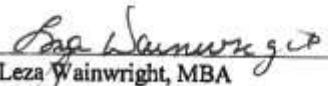
TrilliumHealthResources.org 201 West First St, Greenville, NC 27858-1132 866.998.2597 Fax: 252.215.6881



Finally, if any further reductions must be made, the formula mandated by the General Assembly on how those reductions are allocated among the LME/MCOs must be changed. The current formula, which tags the reduction to cash balances as of June 30, 2015, is very unfair to Trillium.

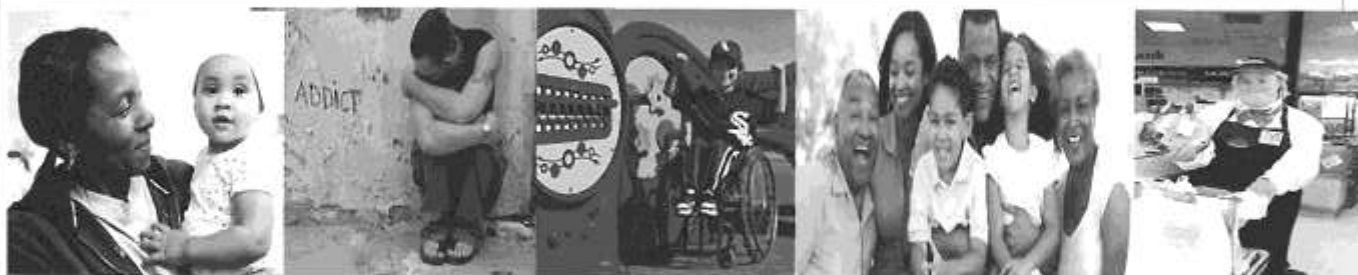
- At June 30, 2015, the Trillium cash balance was 15.11% of the statewide total, so we received 15.11% of the \$110.8 million reduction for SFY 2015-2016.
- At June 30, 2016, the Trillium cash balance was only 13.13% of the statewide total, but since the formula was not adjusted by the General Assembly, we still received 15.11% of the \$152.8 million reduction. This resulted in an additional reduction of \$3 million to Trillium.
- As of October 31, 2016, Trillium's cash balance was down to 11.61% of the statewide total, meaning our share of the 2016-2017 reduction is actually \$5.3 million more this year than our "fair share."

We are respectfully requesting that you consider adopting this resolution to express your support for providing Trillium with adequate funding to continue serving those with disabilities throughout our 24 counties.


Leza Wainwright, MBA
CEO, Trillium Health Resources

Trillium Health Resources

Taking Care of Eastern NC



Transforming Lives



Trillium Update

- Trillium Health Resources marked its one year anniversary on July 1, 2016 following the consolidation of East Carolina Behavioral Health and Coastal Care.
- Trillium continues to invest in innovation to meet the needs of individuals we serve and remains focused on delivering the right services, in the right amount, at the right time.
- We manage the behavioral health and I/DD services for the Medicaid and the indigent population.

Annual Gaps and Needs Process

Data Reviewed:

- Demographic and health information
- National prevalence data for MH/DD/SA issue
- Survey participants and stakeholders
- Complaints and grievances, Registry of Unmet Needs
- Geo-mapping data

Process:

- Online Survey
- On-site work with CFAC's and Board
- Compile and analyze data
- Develop strategies to address gaps and needs
- Present action plan to board for adoption

Current Statistics for 2015

- Served approximately 50,000 people
- Total Cost = \$340,242,416.01
- Over 400 Providers

Statistics for Northampton County

- Total Consumers served - 929
- Mental Health - 832
- Substance Use - 96
- I/DD - 80

Total is unduplicated, since a single individual may receive more than one category

Trillium's Funding for Services

- Medicaid Funding 1915(b) and (b)(3) waivers
- Innovations Waiver
- State Funding
- County Funding
- Fund Balance or Savings

State Funding

- Trillium historically received approximately \$41 million in state single stream funding to be used for services
- Some of this funding is a match to federal block grant funding and required to be used for Mental Health and Substance Use disorders
- Some of this funding is required to be paid for legacy programs
- Approximately 20 million dollars annually has historically been used to fund services that Medicaid does not cover. This includes over 200 people living in group homes and many others who receive supports through day programs, Supported Employment, respite, developmental therapy etc..

What happened in the 2015-2016 budget process?

- Over the past two fiscal years, the General Assembly has reduced State funding for mental health (MH), substance use disorder (SU), and intellectual and other developmental disability services (I/DD) by \$263.7 million and required those reductions to be filled using LME/MCO savings.

What happened in the 2015-2016 budget process?

- The current formula the NCGA uses, which tags the reduction to cash balances as of June 30, 2015, is very unfair to Trillium. We have implemented our reinvestment plan, which has resulted in our cash balance decreasing relative to the other LME/MCOs.
 - At June 30, 2015, the Trillium cash balance was 15.11% of the statewide total, so we received 15.11% of the \$110.8 million reduction for SFY 2015-2016.
 - At June 30, 2016, the Trillium cash balance was only 13.13% of the statewide total, but since the formula was not adjusted, we still received 15.11% of the \$152.8 million reduction. The resulted in an additional reduction of \$3 million to Trillium.
 - As of October 31, 2016 (the latest statewide numbers available), Trillium's cash balance was down to 11.61% of the statewide total, meaning our share of the 2016-2017 reduction is actually \$5.3 million more this year than our "fair share."

Fund Balance/Savings Picture today

- In June, 2014 Trillium had approximately \$10.3 million in state fund balance.
- By June, 2016 that state fund balance was completely exhausted
- Trillium has had to use unrestricted Medicaid fund balance to assure services have continued
- If all continues as is by July 1, 2017 that unrestricted Medicaid fund balance may be less than \$3 million.

What is the potential impact going to be June 2017?

- Many people may lose services and be dependent on families to care for them or end up in more costly levels of care like nursing homes, hospitals or institutions.
- **236** people with Mental Illness and Developmental Disabilities are at risk of losing their placement in group homes and having to move to higher levels of care because family is often not able to take care of their complex needs.
- **254** children with IDD may receive no services of any kind not even respite so the caregivers can recharge
- **319** Adults with IDD served by local day programs that have been part of communities for over 25 years may end up closing and those adults with IDD will be stuck at home
- Hundreds of jobs may be lost in every county some of which are already struggling communities with high unemployment rates.
- Some people's health and safety may be endangered without the support or supervision that is needed

What is Trillium doing?

- Advocating that the money be permanently restored to the budget for MHDDSA services
- If the General Assembly doesn't restore the funding, we ask that they acknowledge the innovations in the communities made by Trillium reinvestment and the improvement in the overall quality of life for people and ask that the NCGA readjust the formula is used to calculate what Trillium has to pay from savings since Trillium's saving has been impacted disproportionately in comparison to the other LMEMCOs.

What can you do?

- Call/Write/Email/Use Social media to get your legislators attention.
- As local elected county commissioners you can work with NCACC requesting they advocate with the NCGA and reach out individually to NCGA.
- Pass the resolution presented today to show your support for people with mental health, substance use and intellectual/developmental disabilities.

**Resolution of Support for Adequate Funding to meet the Mental Health, Intellectual and
Developmental Disabilities, and Substance Use Disorder service needs for Citizens of _____
County**

WHEREAS, _____ County knows that citizens dealing with mental illness and substance use disorders can achieve recovery with the appropriate services and supports and that citizens with intellectual and developmental disabilities can live productive lives in our communities with similar services and supports; and

WHEREAS, the funding needed for such services and supports is increasing due to North Carolina's increasing population and the opioid epidemic in our State; and

WHEREAS, _____ County is a member of Trillium Health Resources, a twenty-four county LME/MCO serving eastern North Carolina; and

WHEREAS, in accordance with the intent of the NC General Assembly and the NC Department of Health and Human Services, the Board of Trillium Health Resources has developed and is implementing a robust reinvestment plan to use savings that is benefiting the citizens of _____ County with such enhancements as accessible playgrounds, Access Point Kiosks, and new evidenced-based services; and

WHEREAS, the North Carolina General Assembly has made significant budget reductions in State funding for the past two years; and

WHEREAS, the formula used to allocate the reduction statewide in the current fiscal year was based on 2015 information which has resulted in a disproportionate reduction to Trillium Health Resources; and

WHEREAS, these budget reductions can no longer be absorbed by Trillium Health Resources without jeopardizing services to _____ County citizens, negatively impacting the lives of people in need of service as well as potentially impacting the local economy through job loss;

NOW, THEREFORE BE IT RESOLVED that we, the _____ County Board of Commissioners do hereby request that the North Carolina General Assembly:

- Maintain full State funding for mental health, developmental disabilities and substance abuse services without further reductions; and
- Allow Trillium Health Resources to continue to use its savings to reinvest in enhanced services in our communities rather than having to use that funding to replace State budget reductions; and
- Modify the formula by which any future reductions in funding are allocated, if such reductions must be made, to ensure the reduction is fairly distributed statewide.

ADOPTED this _____ day of _____, 2017.

_____ County Chair

Contract with Mediacom:

Mr. Chuck Joyner, EMS Director, appeared before the Board for approval of a contract with Mediacom for Milwaukee EMS Station 4 for Internet services.

A motion was made by Charles Tyner and seconded by Fannie Greene to approve the contract agreement with Mediacom after the County Attorney has made corrections to the contract.

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

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



NORTHAMPTON COUNTY

Ambulance Service
P. O. Box 701
Jackson, North Carolina 27845
Telephone (252) 534-6811
Fax (252) 534-1433

DECISION PAPER

TO: Northampton County Board of Commissioners
FM: Chuck Joyner, EMS Director
RE: 36 Month Mediacom Internet Access Service for the EMS Station 4, Milwaukee.
DT: February 26, 2016

PURPOSE: To seek approval from the board to enter into a 36 month contract with Mediacom for Internet Access Service for the EMS Station 4 in Milwaukee.

FACTS: The Station 4 Internet:

- The county has a 1 MB Internet Access Service through CenturyLink. This service is at the end of the CenturyLink DSL line and is very sporadic.
- Trip information is entered on EMS Charts and sometimes takes as much as an hour and a half to enter a chart that should take 15 minutes due to the internet service.
- EMS Billing is now providing iPads to streamline trip reports and requires internet access.

DISCUSSION: As more and more applications require internet services, the EMS Station 4 needs to increase its internet capacity. With the addition of Mediacom service, the County will increase bandwidth from 1 MB down to 20 MB down and 2 MB up. This will help partially offset the speed issues of some of these cloud based applications.

These approximate costs are:

- Initial cost for Installation:\$124.95
- Annual fees:0.00
- Monthly fees:105.90

RECOMMENDATION:

Respectively request the Board of Commissioners approve: The County engages Mediacom to provide additional internet service to the 207 Buck Boone Rd, Conway, NC 27820 (EMS Station 4) location.

Respectively Submitted:

Chuck Joyner, EMS Director

COORDINATION:

Leslie Edwards, Finance Director

Concur: Leslie H. Edwards
Concur with Comment _____
Non-Concur _____

Kimberly Turner, County Manager

Concur: _____
Concur with Comment Kimberly H. Turner - ensure funds are budgeted
Non-Concur 2/13/17


BUSINESS FACILITIES AGREEMENT FOR CATV, MEDIACOM ONLINE SERVICES AND MEDIACOM BUSINESS PHONE

Mediacom Southeast LLC ("Mediacom") North Hampton County EMS ("Customer") Federal Tax ID #: 56-6080325 Billing Address: PO Box 701 Jackson, NC 27845 Premises: The real estate and improvements commonly known as North Hampton County EMS located at 207 Buck Boone Rd Conway, NC 27820 (the "Premises").

*** For those customers purchasing Business Phone Services please be aware that Company contracts with its affiliate **MCC Telephony of the Mid-Atlantic, LLC**, for the provision of those services. Customers not purchasing Business Phone Services may disregard this statement.

Mediacom operates a cable television system serving an area that includes the Premises (the "System"). This television programming, Internet access, Business Phone and other services that Mediacom from time to time offers to subscribers through the System are referred to as "Mediacom Services." Customer agreed to purchase from Mediacom, during the Service Term specified below, the Mediacom CATV Service, Mediacom Online Service and/or Mediacom Business Phone (collectively, the "Services") solely for use by Owner, employees and invitees while on the Premises.

This Agreement contains the terms for Customer's use of the Mediacom Services it orders as provided below. References to "this Agreement" are to the following, collectively: (i) this form, (ii) the referenced General Terms (the "General Terms"), (iii) any Operating Policies applicable to the users of any Mediacom Service generally, (iv) in the case of Mediacom Business Phone, tariffs, and (v) any other terms that are made applicable to any such Mediacom Service pursuant to the General Terms or such Operating Policies, tariffs or Service Guide, in each case as amended, supplemented or otherwise modified from time to time in accordance with the provisions of this Agreement.

Service:	Term of Service: 3 year	Quantity	Monthly Rate/Service	Total Monthly Rate	Installation Fee/Net Up
Business Bundles:					
Small Business Bundle (1 line w/ unl. LD) Number of lines: 1		1	\$ 99.95	\$ 99.95	\$ 99.95
*Internet Service Included: Promo 20/2					
Internet Access Services:					
High Speed Data N/A			\$	\$ 0.00	\$
Static IP Addresses: 1		1	\$ 5.95	\$ 5.95	\$ 25.00
Commercial Wi-fi Router/Modem service (not compatible with static IP)			\$	\$ 0.00	\$
Web Hosting Service N/A			\$	\$ 0.00	\$
Telephone Services:					
Primary Phone Lines – includes nationwide long distance			\$	\$ 0.00	\$
Additional Phone Lines:			\$	\$ 0.00	\$
Additional Basic Line (\$0.045/min LD)			\$	\$ 0.00	\$
Additional White Page Listing (additional listings are \$6.99/month)			\$	\$ 0.00	\$
Toll Free Service Interstate Rate \$0.02 Intrastate Rate N/A Billing 18/6			\$	\$ 0.00	\$
Video Services					
Basic Service Limited Basic Promo includes HD525		1	\$ Free	\$ Free	\$
Additional Outlets			\$	\$ 0.00	\$
Additional Equipment N/A			\$	\$ 0.00	\$
DVR Service			\$	\$ 0.00	\$
Digital Music Choice			\$	\$ 0.00	\$
Total Monthly and Installation Fee				\$ 105.90	\$ 124.95

Listed fees/charges do not include federal, state and local taxes, copyright fees, FCC fees, franchise fees or pass-throughs and other governmental charges or pass-throughs from time to time levied upon the services or other items furnished, which will be added to invoices. Due upon activation of the applicable service. Any Promotional Fee applies for the stated number of months, after which the Regular Fee applies. If no Promotional Fee is indicated, Regular Fee applies throughout Service Term.

START DATE; EVALUATION PERIOD: Promptly after the Effective Date (as defined below), Mediacom will conduct a more detailed evaluation of the actions and items (such as easements) needed to provide Service and a more precise accounting of its related costs, and Mediacom may determine, based on such evaluation, that it cannot or is unwilling to provide the Service on the terms stated herein. Accordingly, by notice to Customer given within 20 business days after the Effective Date, Mediacom may elect to terminate this Agreement without further liability or obligation. If Mediacom does not exercise such termination right, it will provide Customer with an estimate of the Start Date (as defined below) and any construction costs associated with providing Service. Unless otherwise agreed to, construction costs are recovered in the price of the Service. However, in the event that Customer cancels the Service between the Effective Date and the Start Date and Mediacom has expended dollars to construct to Customer, Customer agrees to reimburse Mediacom for such construction costs as a condition of cancellation. Mediacom will advise Customer of a new estimated Start Date if it becomes aware that there will be a significant delay beyond the original estimated date. If the Start Date does not occur within 90 days after the original estimated Start Date, Customer may, at its sole right and remedy, terminate this Agreement by giving Mediacom written notice within seven days after such 90-day period expires, unless the delay results from Customer's act or omission or any force majeure event. The "Start Date" will be the first date that the Service is made available by Mediacom for regular use at the Premises as specified in a written notice from Mediacom to Customer.

30 DAY MONEY BACK GUARANTEE: Customers who are not 100% satisfied with any Mediacom Business service may disconnect during the first 30 days and receive a full refund of the monthly service fee and standard installation fee actually paid. Equipment must be returned within 7 days of termination. Non-standard installation charges, such as construction costs, are additional costs and are not part of the 30-day money back guarantee. Guarantee does not apply to Fiber, PRI or Bulk (Fiber / HSO) services.

SERVICE AND AGREEMENT TERMS: Unless earlier terminated pursuant to this Agreement, for billing purposes, begins on the Start Date and ends 36 months following the Start Date. This Agreement will automatically renew at the then current rates for successive one-month terms (each, a "Renewal Term", with all Renewal Terms and the Initial Term collectively being the "Term") upon the expiration of the Initial Term or any Renewal Term, unless earlier terminated pursuant to this Agreement or either party notifies the other in writing at least 30 days prior to the end of the then-current term that it does not wish to renew.

By its signature below, each party acknowledges that it has read this Agreement (including the General Terms and incorporated terms located at http://www.mediacombusiness.com/files/MediacomBusiness_General_Terms_4.pdf) and agrees to its terms effective as of date signed by Customer ("Effective Date").

Mediacom Southeast LLC

CUSTOMER: NORTH HAMPTON COUNTY EMS

By: _____ By: _____

Printed Name: Douglas F. Frank Printed Name: _____

Title: Group Vice President Title: _____ Date: _____

Name(s) of Authorized Account Representatives for Customer: Martin Winigorn

Version Qtr 10 2016 AM

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 \$2,083.51 on 9 appeals.

A motion was made by Geneva Faulkner and seconded by Fannie Greene 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.**

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 \$1,243.61 on 23 appeals.

A motion was made by Geneva Faulkner and seconded by Chester Deloatch that the motor vehicle refunds be approved as submitted. **Question Called:** *All present voting yes.* **Motion carried.**

Report on Secured and Unsecured Delinquent Tax and Fees:

Mrs. Cathy Allen, Tax Administrator, presented the schedule summarizing the tax amount, the types, and the total by tax codes for secured and unsecured tax bills for 2016 which became delinquent on January 31, 2017. There was also a summary of the tax amount totals by tax codes for all delinquent secured and unsecured tax bills as of January 31, 2017.

A motion was made by Fannie Greene and seconded by Geneva Faulkner that the Board adopts an order to the tax collector, directing that the secured 2016 tax liens be advertised pursuant to G.S. 105-369. **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: February 13, 2017

THIS IS A DECISION PAPER.

PURPOSE: To obtain the Board's approval to release or refund Ad Valorem taxes assessed in the amount of **\$2,083.51** on nine (9) 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: _____

February 13, 2017

Ad Valorem Tax Appeals

NAME	ACCOUNT	ACTION	AMOUNT	REASON
Atkins, George Heirs & Oliva	79754	Release	\$ 104.90	MH Sold 2014
Goldsworthy, Brian	128494	Release	258.34	Listing Error
Hargrave, W J Jr	75400	Refund	5.76	Listing Error
Hicks, Richard David	106143	Release	96.75	Listing Error
Leggett, Donald Davidson	24300	Release	279.56	Double Listed
Smith, Linda J	111434	Release	35.06	Listing Error
V P Building Solutions LLC	122940	Release	268.82	Double Listed
Vincent, Fletcher Jr Heirs	76539	Release	904.13	Double Listed
Werder, John Christopher	128641	Release	130.19	Listing Error
TOTAL REFUNDS/RELEASES			\$ 2,083.51	

Respectfully submitted,

CATHY B. ALLEN
TAX ADMINISTRATOR

CBA/br

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

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FM: Cathy B. Allen, Tax Administrator

RE: Ad Valorem Tax Appeals
Motor Vehicle Refunds

DT: February 9, 2017

THIS IS A DECISION PAPER.

PURPOSE: To obtain the Board's approval to release or refund Ad Valorem taxes assessed in the amount of **\$1,243.61** on twenty-three (23) 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: _____

1-Feb-17				
AD VALOREM TAX APPEALS				
MOTOR VEHICLE REFUND ADJUSTMENTS				

DECISION PAPER

TO: NORTHAMPTON COUNTY BOARD OF COMMISSIONERS

FROM: Cathy B. Allen, Tax Administrator

REFERENCE: Report on SECURED and UNSECURED delinquent tax and fees from 2016 tax bills (pages 15) and total of all delinquent bills (pages 16) as of this date.

DATE: January 31, 2017

THIS IS A DECISION PAPER.

PURPOSE: To report amount of delinquent tax and fees to Board and request their order to advertise secured 2016 tax bills during the second or third week of April, 2017.

FACTS Pages 15, attached, summarizes the tax amount, type and totals by tax code for secured and unsecured 2016 tax bills that became delinquent on January 6, 2017; see Pages 16 attached, summarizes the tax amount and totals by tax code for all delinquent secured and unsecured tax bills as of January 31, 2017.

DISCUSSION: G. S. 105-369 (A) requires that the tax collector report unpaid taxes that are a tax lien on real property to the Board of Commissioners on the first Monday of February of each year. (Page 1 is a summary of these liens.) Upon receiving such report the Board is directed to order the tax collector to advertise such liens in detail in a local newspaper having general circulation within the tax unit.

RECOMMENDATION: That the Board adopt an order to the tax collector, directing that the secured 2016 tax liens be advertised pursuant to G. S. 105-369.

Respectfully submitted,

Cathy B. Allen
Tax Administrator

ACTION BY THE BOARD OF COMMISSIONERS

APPROVED _____

DISAPPROVED _____

OTHER _____

SIGNATURE & DATE _____

STATE OF NORTH CAROLINA

COUNTY OF NORTHAMPTON

ORDER OF NORTHAMPTON COUNTY BOARD OF COMMISSIONERS IN ACCORDANCE WITH (G.S. 105-321)
FOR THE COLLECTION OF 2016 AND PRIOR YEARS TAXES AND FEES.

TO: The tax Collector of Northampton County

You are hereby authorized, empowered and commanded to collect taxes set forth in the 2016 and prior year tax records filed in the office of the Northampton County Tax Collector and in the tax receipts delivered to you, in the amounts and from the taxpayers likewise therein set forth including solid waste fees and fire districts tax. You are further authorized, empowered and commanded to collect the 2016 and prior year taxes charged and assessed as provided by law for adjustments, charges, and additions to the tax records and tax receipts delivered to you which are made in accordance with the law. Such taxes are hereby declared to be first lien on all real property of the respective taxpayer in the County and this order shall be full and sufficient authority to direct, require, and enable you to levy on and sell any real property or personal property of such taxpayers, for and on account thereof, in accordance with the law.

WITNESS my hand and official seal, this 20th day of February, 2017.

Robert V. Carter, Chairperson
Northampton County Board of Commissioners

ATTEST:

Komita Hendricks, Clerk to the Board
Northampton County Board of Commissioners

TAX COLLECTIONS NORTHAMPTON COUNTY RTCC004
SECURED BILLS -- 2016 OUTSTANDING TAX BILLS BY YEAR AS OF 02/14/17 PAGE 15

CODE/DESCRIPTION	ORIGINAL TAX INFORMATION			TAX DUE INFORMATION		
	LEVY	PENALTY	TOTAL	LEVY	PENALTY	TOTAL DUE
AC AC	109.29	0.00	109.29	109.29	0.00	109.29
C53 GASTON	39,754.11	0.00	39,754.11	38,920.00	0.00	38,920.00
C55 LABKER	1,334.47	0.00	1,334.47	1,334.47	0.00	1,334.47
C56 RICH SG	38,875.67	0.00	38,875.67	35,006.76	0.00	35,006.76
C59 WOODLAND	21,617.08	0.00	21,617.08	19,565.36	0.00	19,565.36
F52 GARYSB	8,098.56	0.00	8,098.56	7,389.15	0.00	7,389.15
F53 GAST FSD	27,195.69	0.00	27,195.69	15,653.94	0.00	15,653.94
F54 JACK FSD	3,490.03	0.00	3,490.03	3,230.82	0.00	3,230.82
F55 LABK FSD	2,252.30	0.00	2,252.30	2,155.48	0.00	2,155.48
F56 RSG FSD	7,506.53	0.17	7,506.53	6,817.29	0.17	6,817.46
F57 SEAB FSD	5,770.62	0.00	5,770.62	5,378.62	0.00	5,378.62
F59 WOOD FSD	7,260.15	0.00	7,260.15	6,727.23	0.00	6,727.23
F60 R-WILD	6,785.11	0.00	6,785.11	5,989.60	0.00	5,989.60
F61 R-WILD-A	2,423.76	0.00	2,423.76	2,248.84	0.00	2,248.84
G01 NORTH	1,560,147.19	3.18	1,560,150.37	1,314,615.14	3.18	1,314,618.32
MDM MOWING	0.00	0.00	0.00	212.50	0.00	212.50
RC RTN CHK	0.00	0.00	0.00	0.76	0.00	0.76
SW SW FEE	516,665.93	0.00	516,665.93	476,095.82	0.00	476,095.82
4,632 BILLS	2,249,286.32	3.35	2,249,289.67	1,941,451.07	3.35	1,941,454.42

TAX COLLECTIONS NORTHAMPTON COUNTY
 SECURED BILLS --- GRAND TOTALS OUTSTANDING TAX BILLS BY YEAR AS OF 02/14/17
 RTC0804
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CODE/DESCRIPTION	ORIGINAL TAX INFORMATION			TAX DUE INFORMATION		
	LEVY	PENALTY	TOTAL	LEVY	PENALTY	TOTAL DUE
A01 SC	46,916.00	0.00	46,916.00	44,739.17	0.00	44,739.17
AC AC	210.10	0.00	210.10	210.10	0.00	210.10
ADV Unknown	0.00	0.00	0.00	512.90	0.00	512.90
C53 GASTON	104,275.15	0.00	104,275.15	97,629.36	0.00	97,629.36
C55 LABKER	3,159.25	0.00	3,159.25	3,137.97	0.00	3,137.97
C56 RICH SQ	101,482.83	0.00	101,482.83	92,061.81	0.00	92,061.81
C59 WOODLAND	59,624.46	2.86	59,627.32	54,755.04	2.86	54,757.90
CC CC	0.00	0.00	0.00	26,662.12	0.00	26,662.12
DOC DOC	0.00	0.00	0.00	2,225.96	0.00	2,225.96
F52 GARYSB	21,966.72	10.93	21,977.65	19,694.78	4.79	19,699.57
F53 GAST FSD	49,402.04	4.24	49,406.28	34,247.61	3.78	34,251.39
F54 JACK FSD	9,078.88	9.33	9,088.21	8,171.16	4.49	8,175.65
F55 LABK FSD	5,710.42	0.06	5,710.48	5,336.29	0.00	5,336.29
F56 RSB FSD	20,804.53	0.33	20,804.86	18,728.89	0.33	18,729.22
F57 SEAB FSD	15,617.44	0.00	15,617.44	14,505.79	0.00	14,505.79
F59 WOOD FSD	17,809.03	0.33	17,809.36	16,426.65	0.33	16,426.98
F60 R-WILD	12,073.26	1.00	12,074.26	10,447.56	1.00	10,448.56
F61 R-WILD-A	4,931.48	0.04	4,931.52	4,033.78	0.02	4,033.80
G01 NORTH	3,656,989.65	762.75	3,657,752.40	3,151,891.62	376.02	3,152,267.64
MDM MOWING	0.00	0.00	0.00	212.50	0.00	212.50
RC RTN CHK	0.00	0.00	0.00	796.27	0.00	796.27
SC SC	0.00	0.00	0.00	2,562.14	0.00	2,562.14
SM SM FEE	1,427,878.26	0.00	1,427,878.26	1,267,555.61	0.00	1,267,555.61
16,362 BILLS	5,557,929.50	792.37	5,558,721.87	4,876,545.08	393.62	4,876,938.70

TAX COLLECTIONS
UNSECURED BILLS -- 2016

NORTHAMPTON COUNTY
OUTSTANDING TAX BILLS BY YEAR AS OF 02/14/17

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CODE/DESCRIPTION	ORIGINAL TAX INFORMATION			TAX DUE INFORMATION		
	LEVY	PENALTY	TOTAL	LEVY	PENALTY	TOTAL DUE
C&S GASTON	2,849.60	255.51	3,105.11	2,849.60	255.51	3,105.11
C&S LASKER	309.90	0.00	309.90	309.90	0.00	309.90
C&S RICH SQ	4,178.77	116.25	4,295.02	4,115.42	116.25	4,231.67
C&S WOODLAND	440.11	33.29	473.40	440.11	33.29	473.40
F&S GARYSB	4,882.13	405.37	5,287.50	4,851.50	399.21	5,250.71
F&S CAST FSD	55,221.63	1,110.05	56,331.68	7,215.38	891.41	10,106.79
F&S JACK FSD	472.20	41.26	513.46	461.34	36.32	497.66
F&S LASK FSD	136.24	7.23	143.47	119.91	3.85	123.76
F&S RSG FSD	549.47	27.57	577.04	544.56	26.39	570.95
F&S SEAB FSD	4,951.46	350.29	5,301.75	4,951.46	350.29	5,301.75
F&S WOOD FSD	5,261.56	474.77	5,736.33	5,255.25	473.59	5,728.84
F&S R-WILD	467.36	35.83	503.19	434.36	35.71	469.67
G&S NORTH	177.06	14.11	191.17	177.06	14.11	191.17
G&S SW FEE	1,012,511.20	37,325.55	1,051,836.75	405,591.85	36,052.13	441,643.98
M&S LOWB	0.00	0.00	0.00	8,517.70	0.00	8,517.70
	0.00	0.00	0.00	0.00	0.00	0.00
1,515 BILLS	1,101,250.70	42,197.08	1,143,447.78	447,835.40	38,687.66	486,523.06

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NORTHAMPTON COUNTY
OUTSTANDING TAX BILLS BY YEAR AS OF 02/14/17

TAX COLLECTIONS
UNSECURED BILLS -- GRAND TOTALS

CODE/DESCRIPTION	ORIGINAL TAX INFORMATION			TAX DUE INFORMATION		
	LEVY	PENALTY	TOTAL	LEVY	PENALTY	TOTAL DUE
ADV Unknown	0.00	0.00	0.00	68.69	0.00	68.69
C53 GASTON	8,460.46	963.09	9,423.55	8,191.36	748.91	8,940.27
C55 LASKER	588.01	54.03	642.04	588.01	52.95	640.96
C56 RICH SQ	13,518.12	926.08	14,444.20	11,034.80	351.65	11,886.45
C59 WOODLAND	1,512.27	189.65	1,701.92	1,296.34	138.75	1,435.09
D52 GARY FEE	2,870.00	0.00	2,870.00	2,748.46	0.00	2,748.46
D53 GAST FEE	2,360.00	0.00	2,360.00	2,226.26	0.00	2,226.26
D54 STICKER	510.00	0.00	510.00	472.07	-0.41	471.66
D57 SEAB FEE	1,165.00	0.00	1,165.00	1,123.66	0.00	1,123.66
D59 WOOD FEE	1,595.00	0.00	1,595.00	1,510.78	0.00	1,510.78
F52 GARYSB	8,676.39	655.31	9,331.70	8,255.06	548.25	8,803.31
F53 GAST FSD	63,258.88	1,638.16	64,897.04	14,595.16	1,268.87	15,864.03
F54 JACK FSD	1,647.49	97.32	1,744.81	1,481.42	62.76	1,544.18
F55 LASK FSD	1,053.99	100.13	1,154.12	973.57	82.76	1,056.33
F56 RSG FSD	3,712.34	211.75	3,924.09	3,257.28	150.00	3,407.28
F57 SEAB FSD	6,376.44	434.47	6,832.91	6,298.82	426.89	6,725.71
F59 WOOD FSD	7,489.43	610.22	8,099.65	7,319.24	584.09	7,903.33
F60 R-WILD	1,769.54	180.83	1,950.37	1,596.20	143.47	1,739.67
F61 R-WILD-A	891.81	76.65	968.46	848.55	67.95	916.50
G01 NORTH	1,328,389.35	80,288.95	1,408,678.30	666,224.72	65,249.18	731,473.90
M01 MV TAX	252,685.44	0.00	252,685.44	229,196.91	0.00	229,196.91
M51 CONW MV	2,588.30	0.00	2,588.30	2,397.90	0.00	2,397.90
M52 GARY MV	13,629.96	17.70	13,647.66	12,475.64	0.00	12,475.64
M53 GAST MV	9,152.65	39.47	9,192.12	8,285.04	31.43	8,316.47
M54 JACK MV	2,504.89	0.63	2,505.52	2,203.96	0.63	2,204.59
M55 LASK MV	81.50	0.00	81.50	81.50	0.00	81.50
M56 RSG MV	9,188.50	76.14	9,264.64	8,292.88	38.07	8,330.95
M57 SEAB MV	4,993.77	0.00	4,993.77	4,604.11	0.00	4,604.11
M58 SEV MV	1,369.57	0.00	1,369.57	1,196.95	0.00	1,196.95
M59 WOOD MV	7,822.94	0.00	7,822.94	7,044.93	0.00	7,044.93
RC RTN CHK	0.00	0.00	0.00	52.89	0.00	52.89
SC SC	0.00	0.00	0.00	4,894.45	0.00	4,894.45
SW SW FEE	24,795.96	0.00	24,795.96	22,057.96	0.00	22,057.96
W60 LOWQ	0.00	0.00	0.00	0.00	0.00	0.00
11,822 BILLS	1,784,680.00	86,560.58	1,871,240.58	1,042,902.59	70,447.20	1,113,349.79

Citizens/Board Comments:

Chairman Carter called for Citizens Comments.

Mr. Kenneth Manuel, Mayor of Woodland, appeared before the Board to get information about a request that was presented at the Mayors/Commissioners meeting on January 30, 2017 to release the ban of alcohol beverage at the Northampton County Cultural and Wellness Center.

Mrs. Deborah Ferruccio, Warren County citizen, spoke about PCB landfills that are currently in Warren County, and provide information about coal ash with a picture presentation.

Mr. Ken Ferruccio, Warren County citizen, also spoke about PCB landfills and made comments in reference to coal ash.

Mr. Floyd Joiner, citizen, made comments in reference to critical issues facing Northampton County with leadership and coal ash.

Mr. Tony Burnette, citizen, made comments in reference to being disrespected by the Chair at the last meeting, and the power of the Chair. He also made statements referencing Commissioners knowing about VistaGreen project.

Chairman Carter called for Board Comments.

Commissioner Faulkner made comments in reference to her service to the citizens and encouraged the citizens to stand together.

Commissioner Greene made comments to not doing anything to harm the citizens.

Vice-Chairman Deloatch had no comments.

Commissioner Tyner asked the Board to allow the County Manager to write a letter to the Governor for appointment to the RCCC and HCC boards. He stated he would like to appoint Mr. Vann, Commissioner Faulkner to the RCCC board and Commissioner Greene to the HCC board. He also asked the County Manager and County Attorney to do some research on the two existing coal ash sites in Northampton County.

A motion was made by Charles Tyner and seconded by Chester Deloatch to send to the names of Mr. Albert Vann and Geneva Faulkner for appointment to the RCCC Board and Mrs. Fannie Greene name for appointment to HCC Board. . **Question Called: All present voting yes.**

Motion carried.

A motion was made by Chester Deloatch and seconded by Fannie Greene to adjourn. **Question Called: All present voting yes. Motion carried.**