



WINTERVILLE

A slice of the good life!

MAYOR AND TOWN COUNCIL

DOUG JACKSON, MAYOR

RONALD COOPER, SR.

TONY MOORE

JOHNNY MOYE

VERONICA ROBERSON

MARK SMITH

ADMINISTRATION

TERRI L. PARKER, TOWN MANAGER

BEN WILLIAMS, ASSISTANT TOWN MANAGER

JASMAN J. SMITH, TOWN CLERK

KEEN LASSITER, TOWN ATTORNEY

ALAN LILLEY, PLANNING DIRECTOR

ANTHONY BOWERS, FINANCE DIRECTOR

DAVID MOORE, FIRE CHIEF

EVAN JOHNSTON, PARKS & RECREATION DIRECTOR

TRAVIS WELBORN, PUBLIC WORKS DIRECTOR

RYAN WILLHITE, POLICE CHIEF

MIKE WELDIN, BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER

October 19, 2015



TOWN COUNCIL AGENDA

October 19, 2015 at 7:00 P.M.

WINTERVILLE TOWN HALL ASSEMBLY ROOM

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. WELCOME
- V. APPROVAL OF AGENDA
- VI. PRESENTATIONS

- 1. Winterville Youth Council Update
- 2. Stormwater Infrastructure

VII. PUBLIC HEARING

- 1. Public Hearing on the Mitigation Plan

VIII. PUBLIC COMMENT

The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included in the agenda or to address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Hearing section of the agenda, residents should address the Council at the time the Mayor invites public comment on the item.

No public comment may be made to the Council during the meeting, except during the Public Comment period or as part of a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address the Council on a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for further consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Public Comment Policy are available in the rear of the Assembly Room.

IX. CONSENT AGENDA

The following items are considered routine in nature and will not be discussed by the Town Council unless a Councilman or citizen requests that an item be removed from the Consent Agenda for further discussion. The Mayor may allow citizens to address an item or ask questions.

- 1. Approval of Meeting Minutes from:
 - i. August 10, 2015 Regular Meeting
 - ii. September 14, 2015 Regular Meeting

X. ITEMS REMOVED FROM THE CONSENT AGENDA

XI. OLD BUSINESS

- 1. 2015 Municipal Elections
- 2. Appointments to Volunteer Boards
 - a) Board of Adjustment
 - b) Stormwater

XII. NEW BUSINESS

1. Approval of Amendment for the Wooten Co. Engineering Services Agreement for the New Regional Sanitary Sewer Pump Station
2. Final Plat for Copper Creek Subdivision
3. Final Plat for Coopers Pointe, Section 8
4. Final Plat for Summer Winds, Section II, Phase I

XIII. OTHER AGENDA ITEMS

XIV. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS

XV. REPORTS FROM TOWN ATTORNEY, TOWN MANAGER, AND DEPARTMENT HEADS

XVI. REPORTS FROM THE MAYOR AND TOWN COUNCIL

XVII. ANNOUNCEMENTS

XVIII. CLOSED SESSION: § 143-318.11(a)(1): To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

XIX. ADJOURN

XX. SPECIAL NOTICE: Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Jasman Smith at 215-2340, ext. 2344 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)



**Town of Winterville
Town Council Agenda**

Meeting Date: October 19, 2015
Presenter: Sid Agarwal, WYC Vice-President

Item Section: Presentations

Item to be Considered

Subject: Winterville Youth Council Update

Action Requested: N/A

Attachments: N/A

Prepared By: Jasman J. Smith, CMC, NCCMC

Date: 9/28/2015

ABSTRACT ROUTING:

TC 10/12/2015-JJS

FD _____

TM tlp – 10/14/2015

Final tlp – 10/14/2015

Supporting Documentation

The Winterville Youth Council Vice-President Sid Agarwal will give an update on Youth Council's upcoming events, goals, and service projects.

Budgetary Impact: N/A

Recommendation: N/A



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Presentations

Meeting Date: October 19, 2015

Presenter: Ben Williams, Assistant Town Manager and Travis Welborn, Public Works Director

Item to be Considered

Subject: Stormwater Infrastructure Presentation

Action Requested: N/A

Attachments: Presentation Material to be provided prior to Council Meeting

Prepared By: Ben Williams, Assistant Town Manager

Date: 9/30/2015

ABSTRACT ROUTING:

TC 10/13/2015jjs

FD _____

TM 10/14/2015

Final 10/14/2015

Supporting Documentation

This presentation will provide an informational update on the Town's current stormwater infrastructure and issues associated with the utility. Items to be discussed include Infrastructure Asset Quantities, Condition of Infrastructure, Future Needs, Infrastructure Maintenance Costs and Financing.

Budgetary Impact: To be covered in presentation.

Recommendation: N/A



Town of Winterville Town Council Agenda Abstract

Item Section: Public Hearings

Meeting Date: October 19, 2015

Presenter: Alan Lilley, Planning Director

Item to be Considered

Subject: Public Hearing on adoption of the Neuse River Basin Regional Hazard Mitigation Plan

Action Requested: a) Conduct Public Hearing; b) Adopt resolution adoption the Neuse River Basin Regional Hazard Mitigation Plan

Attachments: Resolution Adopting The Neuse River Basin Regional Hazard Mitigation Plan

Prepared By: Alan Lilley, Planning Director

Date: 10/14/2015

ABSTRACT ROUTING:

TC JJS-10/14/2015

FD

TM tlp – 10/14/2015

Final tlp – 10/14/2015

Supporting Documentation

The Town of Winterville has participated in a Regional Hazard Mitigation Plan with other jurisdictions located within the Neuse River Basin. I previously sent the Town Council members an email with a digital copy of the completed plan. A copy of that email is pasted below. The Town is required to hold a public hearing prior to adoption of the plan.

After completed the public hearing the Town Council may adopt a resolution adopting the Neuse River Basin Regional Hazard Mitigation Plan. Having a Hazard Mitigation Plan is an eligibility requirement for may types of disaster aid and assistance.

Attached is a copy of the new Neuse River Basin Regional Hazard Mitigation Plan.

The Plan includes the Counties of Green, Jones, Lenoir, Pitt, and Wayne and the municipalities within those counties.

This plan will replace the existing Pitt County Hazard Mitigation Plan. It is a very long document (341 pages). I have provided a digital copy. If you would rather receive a paper copy, please contact me and I will print a copy for you.

We are required by State Statute to advertise and hold a public hearing prior to adoption.

Budgetary Impact: Adoption of the plan will maintain the Town's eligibility for disaster aid and assistance from organizations such as FEMA.

Recommendation: Adoption of the Neuse River Basin Regional Hazard Mitigation Plan.

TOWN OF WINTERVILLE, NORTH CAROLINA

RESOLUTION ADOPTING THE

NEUSE RIVER BASIN REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within Pitt County are subject to the effects of natural hazards and man-made hazard events that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to flooding, high winds, and severe winter weather; and

WHEREAS, the County and participating municipal jurisdictions desire to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 19 of Chapter 160A; and Article 8 of Chapter 160A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6 of Article 1A of Chapter 166A of the North Carolina General Statutes, stated in Item 19.41(b)(2): "For a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act;" and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, the County and its participating municipal jurisdictions have performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and have updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the County Board of Commissioners to fulfill this obligation in order that the county will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County; and

WHEREAS, the Town of Winterville actively participated in the planning process of the Neuse River Basin Regional Hazard Mitigation Plan and has fulfilled all their part of the multi-jurisdictional planning elements required by FEMA;

NOW, THEREFORE, be it resolved that the Town Council of the Town of Winterville hereby:

1. Adopts the Neuse River Basin Regional Hazard Mitigation Plan; and
2. Separately adopts the sections of the plan that are specific to the Town of Winterville; and

3. Vests the Planning Director with the responsibility, authority, and the means to:
 - (a) Inform all concerned parties of this action.
 - (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map, and identify floodplain or flood-related erosion areas, and cooperate with neighboring communities with respect to management of adjoining floodplain and/or flood-related erosion areas in order to prevent aggravation of existing hazards.

4. Appoints the Planning Director to assure that, in cooperation with Pitt County, the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Winterville Town Council for consideration.

5. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the 2015 Neuse River Basin Regional Hazard Mitigation Plan.

Adopted this 19th day of October, 2015.

Mayor, Town of Winterville

ATTEST:

Town Clerk

(SEAL)



Winterville Town Council
August 10, 2015 Regular Meeting Minutes

The Winterville Town Council met in a regular meeting on the above date at 7:00 PM in the Town Hall Assembly Room, with Mayor Douglas A. Jackson presiding. The meeting was called to order, followed by the invocation by Councilman Johnny Moye, which was followed by the pledge of allegiance. Mayor Pro-Tem Mark Smith was absent from the meeting. The following were present:

Mayor Douglas A. Jackson
Councilman Johnny Moye
Councilman Ronald Cooper, Sr.
Councilwoman Veronica Roberson
Terri L. Parker, Town Manager
Ben Williams, Assistant Town Manager
Jasman J. Smith, Town Clerk
Keen Lassiter, Town Attorney
Anthony Bowers, Finance Director
Evan Johnston, Parks and Recreation Director
Alan Lilley, Planning Director
Ryan Willhite, Police Chief
Travis Welborn, Public Works Director

APPROVAL OF AGENDA: A motion was made by Councilman Cooper and seconded by Councilwoman Roberson to approve the agenda s. Motion carried unanimously.

WELCOME: Mayor Jackson welcomed the public

INTRODUCTION OF NEW EMPLOYEE: Assistant Town Manager Ben Williams introduced Jeff Sewell – Meter and Electric Services Supervisor to the Town Council.

OATH OF OFFICE: Mayor Jackson swore in Executive Assistant/HR Assistant Amy Barrow as the Acting Town Clerk. Town Manager Terri L. Parker explained that the purpose of this role is only for when Town Clerk Jasman Smith is unavailable.

PRESENTATIONS:

1. Winterville Youth Council Update -The Winterville Youth Council President Jayla Wooten gave an update on Youth Council's upcoming events, and goals. No Action was taken by the Town Council.

PUBLIC HEARINGS:

1. Public Hearing on Request for Rezoning of the Clearly Development Inc. Property from Agricultural-Residential District to R-10 District: Planning Director Alan Lilley presented the item. He stated that the subject property is a 32.92 acre tract, located on the west side of Red Forbes Road, just north of the intersection of Red Forbes Road and Pocosin Road. The subject property also includes a 2nd 13.61 acre tract intended as a possible future section of the proposed

subdivision. The subject property is currently zoned Agricultural-Residential District and the applicant requests rezoning to R-10 District. The applicant's intended use, if rezoned, is a single-family residential subdivision.

Mayor declared the public hearing open.

Councilman Moore asked if the citizens in Denali be notified about the rezoning request. Councilman Moore made a motion to deny the request. Councilwoman Roberson stated that we have to wait until the Public hearing is closed first.

Mayor Jackson declared the public hearing closed.

A motion was made by Councilman Moore to deny Request for Rezoning of the Clearly Development Inc. Property from Agricultural-Residential District to R-10 District. Motion died for lack of a second.

A motion was made by Councilman Cooper and seconded by Councilwoman Roberson to approve the Request for Rezoning of the Clearly Development Inc. Property from Agricultural-Residential District to R-10 District. Members of the Council voting in favor of the motion were Cooper, Roberson, and Moye. Member of the Council voting in opposition of motion was Moore. Motion carried.(3-1).

PUBLIC COMMENT: Mayor Jackson read the public comment policy aloud.

1. Mr. Glenn Johnson – Winterville Citizenship: Mr. Johnson spoke about being a proud citizen of Winterville. No Action was taken by the Council.
2. Mrs. Valerie Burney Cox – Introduction of Community Impact Board Members: She did not attend the meeting.
3. Mr. Calvin Henderson –Community Issues: Mr. Henderson commented that he had questions about the request for the NTE agreement. Also, he is concerned as to why Mr. and Mrs. Bell are not getting any follow up with their complaint and issues. They are disturbed at how the process was handled. Mr. Henderson further states that there are other police issues. Town Manager Terri L. Parker responded that the public records request concerning the NTE agreement is almost complete. She further stated that she received a letter in the mail about the complaint, but was unsure about the other complaint. Also Town Manager Terri L. Parker announced the Special Information Meeting – NTE Purchase Power Agreement – August 25th – 6:00 pm – Town Hall Assembly Room. No Action Taken by the Council.

CONSENT AGENDA:

1. Proclamation in Honor of Youth Service Day in Winterville on August 15, 2015
2. Request from the Winterville Watermelon Festival Committee to Suspend the Winterville Park Hours Limitation for August 27, 2015 to August 29, 2015
3. Request from the Winterville Watermelon Festival Committee for Parade Permit and Exemption of Parade Permit Fee
4. Request from the Winterville Watermelon Festival Committee to Grant Exemption from the Noise Ordinance and the Noise Ordinance Administrative Fee

5. Request from the Winterville Watermelon Festival Committee to Limit the Use of the Parking Lot at the Winterville Recreation Park and Request a Change in the Traffic Patterns of Certain Streets from August 27, 2015 to August 29, 2015
6. Request from the Winterville Watermelon Festival Committee for the Placement of Signs and Banners on Town Property and Public Rights-of-Way
7. Request from the Winterville Watermelon Festival Committee for the usage of the Parks and Recreation Bathroom facilities from August 27, 2015 to August 29, 2015
8. Tax Settlement for FY 2014-2015
9. Charges of Tax Collector for the 2015-2016 Tax Levy
10. Award for SCBA Upgrades and Replacement Project
11. Local Firefighter Relief Fund Board of Trustees Report-Delegation of Authority
12. Process for Tent Permits

A motion was made by Councilwoman Roberson and seconded by Councilman Moye to approve the Consent Agenda items. Motion carried unanimously.

ITEMS REMOVED FROM THE CONSENT AGENDA- None.

OLD BUSINESS:

1. Update on Speed Bump/Speed Control Measure Study for Canterbury Subdivision and Railroad Street. Police Chief Ryan Willhite presented the item. He stated that in order to promote safe traffic speed limits on local streets, the above-referenced traffic control measures are recommended:

A motion was made by Councilman Cooper and seconded by Councilman Moye to approve the placement of two sets of speed bumps and the additions of 3 and 4 way stops in the neighborhood of Canterbury at the following locations: Chaucer and Miller (4 way), Chaucer and Franklin (4 way), Franklin and Merchant (3 way), Franklin and Sophia (3 way), Franklin and Corbett (3 way), Corbett and Spring Run (4 way), Tabard and Becket (3 way), Speed bumps on Corbett between 657 and 667.....and 733 and 743. Speed bump on Tabard between 660 and 668. Railroad street, remedied by a 3 way stop at Tyson and Railroad streets and speed bumps at Tyson and Boyd Street; Door Hangers to Notify Residents; and Advertise in Newsletter. Members of the Council voting in favor of the motion were Cooper, Roberson, and Moye. Member of the Council voting in opposition of the motion was Moore. Motion carried. (3,1)

Councilman Moore inquired about how many complaints were received on this issue. Councilman Moore and Councilwoman Roberson stated that they felt that the citizens need to be notified. Councilman Moore asked could the Town provide a survey on the website.

2. Discussion of Mill St. and Ange St. Sidewalks - Moved to Sept. **This item was moved to the September 14, 2015 Regular Meeting.**

3. Update on Cemetery Signage Project **No Action.** Assistant Town Manager Ben Williams presented the item. Councilman Moye recommended that the Town would like to look into providing another shadowing opportunity for next summer, just like the one provided for Josh Walston.

NEW BUSINESS:

1. Final Plat for Mellon Downs, Phase II-A. Planning Director Alan Lilley presented the item. He stated that Mellon Downs is a single-family residential subdivision located on the south side of Laurie Ellis Road just east of the intersection of Ange Street and Laurie Ellis Road. The Final Plat for Phase II-A creates eleven (11) lots on a 6.45 acre tract. The existing street "Mockingbird Lane" extends into this section and terminates in a cul-de-sac. The Planning & Zoning Board have the final plat approval at their June 15, 2015 meeting.

Councilman Moore asked how many Home Owner Associations are in Winterville and Do you have a list of contacts? This is something that former Town Employee Melissa Lockamy kept a list of. Planning Director Alan Lilley replied that he did not have this information, but could gather the information and provide.

A motion was made by Councilman Moye and seconded by Councilwoman Roberson to accept the final plat for Mellon Downs, Phase II-A. Motion carried unanimously.

1. Appointment to the Recreation Advisory Board. Parks and Recreation Director Evan Johnston presented the item. He stated that the Recreation Advisory Board (RAB) has four (4) members whose term expiration is June 30, 2015 and have requested to be appointed to an additional term. Following is list of said members and their membership type: John Relford (Resident), Johnny Fleming (Resident), Kyle Llewellyn (Non-Resident), and Michelle Joyner (Alternate). There are currently two (2) open Resident positions on the RAB. Traditionally open positions have been filled by appointment of Alternate if residency status matches. Michelle Joyner is currently the Alternate member of the RAB and a Winterville resident. Ms. Joyner being a resident makes her eligible to fill one (1) of the vacant RAB Resident positions. Ms. Joyner has served on the RAB as Alternate since August of 2014. **A motion was made by Councilwoman Roberson and seconded by Councilman Moye to re-appoint Relford (Resident), Johnny Fleming (Resident), Kyle Llewellyn (Non-Resident), and Michelle Joyner (Alternate) to the Recreation Advisory Board and to appoint Alternate Member Michelle Joyner to one (1) Resident vacancy on the Recreation Advisory Board. Motion carried unanimously.**

OTHER AGENDA ITEMS: None

ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS

Councilman Cooper requested a future work session on Bus Transportation Service From Pitt Community College to Winterville.

REPORTS FROM TOWN ATTORNEY, TOWN MANAGER, DEPARTMENT HEADS, MAYOR, AND TOWN COUNCIL:

- Assistant Town Manager Ben Williams Reported on demolitions of properties in Winterville
- Town Manager Terri L. Parker announced the Special Information Meeting for the NTE Purchase Power Agreement which will be held on August 25th at 6:00 pm in the Winterville Town Hall Assembly Room. She further stated that she is still working on Housing Repair Program and working with Rebuilding Together to help assist with this Project
- Parks and Recreation Director Evan Johnston announced the Back to School Bash event and gave credit to Parks and Recreation Program Supervisor Brittany Washington and Town Clerk Jasman Smith for coordinating the Back to School Bash event

ANNOUNCEMENTS:

1. Winterville Watermelon Festival – August 27th through August 29th – Winterville Recreation Park
2. Special Information Meeting – NTE Purchase Power Agreement – August 25th – 6:00 pm – Town Hall Assembly Room

ADJOURN

Having no further business to come before the Council the meeting adjourned. A motion was made by Councilman Moye and seconded by Councilwoman Roberson to adjourn at 8:55 pm. Motion carried unanimously

Adopted this the 19th day of October, 2015

Douglas A. Jackson, Mayor

ATTEST:

Jasman J. Smith, CMC, NCCMC
Town Clerk



Winterville Town Council
September 14, 2015 Regular Meeting Minutes

The Winterville Town Council met in a regular meeting on the above date at 7:00 PM in the Town Hall Assembly Room, with Mayor Douglas A. Jackson presiding. The meeting was called to order, followed by the invocation by Councilman Ronald Cooper, Sr., which was followed by the pledge of allegiance. The following were present:

Mayor Douglas A. Jackson
Mayor Pro-Tem Mark Smith
Councilman Johnny Moye
Councilman Ronald Cooper, Sr.
Councilwoman Veronica Roberson
Terri L. Parker, Town Manager
Ben Williams, Assistant Town Manager
Jasman J. Smith, Town Clerk
Keen Lassiter, Town Attorney
Anthony Bowers, Finance Director
Evan Johnston, Parks and Recreation Director
Alan Lilley, Planning Director
Ryan Willhite, Police Chief
Travis Welborn, Public Works Director

APPROVAL OF AGENDA: A motion was made by Councilman Cooper and seconded by Councilman Moye to approve the agenda. Motion carried unanimously.

WELCOME: Mayor Jackson welcomed the public

INTRODUCTION OF NEW EMPLOYEE: None.

PRESENTATIONS: None.

RECOGNITIONS: None.

PUBLIC HEARINGS: None.

PUBLIC COMMENT: Mayor Jackson read the public comment policy aloud.

1. Ms. Victoria Wilson – Utility Notice: Did not attend.
2. Mr. Calvin Henderson –Community Issues: Mr. Henderson stated that there are some issues of equality, and betrayed trust. He further commented and inquired about African American police officers and the acting town clerk position, black employees, and Town Manager practices? Mr. Henderson also asked about why has the HUD practices gone unnoticed and stated that the fund balances are too large in Winterville. He also stated that it appears that a change is needed

tonight, a hasty decision has been made about NTE agreement. No was Action Taken by the Council.

3. Bryan Arp – Traffic Measures/Speed Bumps: Speed enforcement-, lives on 650 tavern road, was out of the loop and was out of the loop and wanted to know before Friday and is opposed to this and does not want to stop four times and is terrible for property values and is speaking in opposition of that. wants to see this tabled
4. Mark McMillen – Traffic Measures/Speed Bumps: Mr. McMillen stated that the citizens needed to have at least thirty days in advance of notice about the traffic measures and he is in opposition of the traffic measures, stop sign, and speed bumps.
5. Jeff Winstead– Traffic Measures/Speed Bumps: Mr. Winstead spoke in favor of the traffic measures and speed bumps issues. He read a few of the letters written by those that were in favor of them also.
6. Scott Coward-- Traffic Measures/Speed Bumps: Mr. Coward spoke in opposition of the traffic measures and speed bumps.
7. Jennifer Gwennap- Traffic Measures/Speed Bumps: Mayor Jackson stated the public comment policy that only 3 individuals were able to speak on the same topic, therefore, Ms. Gwennap signed up to speak on this issue, but was unable to due to the maximum number of citizens commenting on the same issue.
8. Julia Nugen – Traffic Measures/Speed Bumps: Mayor Jackson stated the public comment policy that only 3 individuals were able to speak on the same topic, therefore, Ms. Nugen signed up to speak on this issue, but was unable to due to the maximum number of citizens commenting on the same issue.
- 9.

Traffic Measures/Speed Bump Issues:

After the public comments concerning this item at the September 14, 2015 Regular meeting, the Town Council decided on the following:

The Town Council further discussed the item after hearing the Public Comments from the citizens concerning this issue.

Councilman Moore asked about the motion from the August meeting. Town Clerk Jasman Smith read the motion from the last meeting

"A motion was made by Councilman Cooper and seconded by Councilman Moyer to approve the placement of two sets of speed bumps and the additions of 3 and 4 way stops in the neighborhood of Canterbury at the following locations: Chaucer and Miller (4 way), Chaucer and Franklin (4 way), Franklin and Merchant (3 way), Franklin and Sophia (3 way), Franklin and Corbett (3 way), Corbett and Spring Run (4 way), Tabard and Becket (3 way), Speed bumps on Corbett between 657 and 667.....and 733 and 743. Speed bump on Tabard between 660 and 668. Railroad street, remedied by a 3 way stop at Tyson and Railroad streets and speed bumps at Tyson and Boyd Street: Door Hangers to Notify Residents; and Advertise in Newsletter. Members of the Council voting in favor of the motion were Cooper, Roberson, and Moyer. Member of the Council voting in opposition of the motion was Moore. Motion carried. (3, 1)"

Town Clerk Jasman Smith further stated that Mayor Pro-Tem Smith was not present at the August Meeting. Councilman Moore suggested that he thinks that the public should be surveyed on this issue first.

AUGUST'S MOTION/ACTION CONCERNING SPEED BUMPS:

A motion was made by Councilman Cooper and seconded by Councilman Moye to approve the placement of two sets of speed bumps and the additions of 3 and 4 way stops in the neighborhood of Canterbury at the following locations: Chaucer and Miller (4 way), Chaucer and Franklin (4 way), Franklin and Merchant (3 way), Franklin and Sophia (3 way), Franklin and Corbett (3 way), Corbett and Spring Run (4 way), Tabard and Becket (3 way), Speed bumps on Corbett between 657 and 667.....and 733 and 743. Speed bump on Tabard between 660 and 668. Railroad street, remedied by a 3 way stop at Tyson and Railroad streets and speed bumps at Tyson and Boyd Street; Door Hangers to Notify Residents; and Advertise in Newsletter. Members of the Council voting in favor of the motion were Cooper, Roberson, and Moye. Member of the Council voting in opposition of the motion was Moore. Motion carried. (3,1)

After the public comments concerning this item at the September 14, 2015 Regular meeting, the Town Council decided on the following:

A motion was made by Councilman Moore and seconded by Mayor Pro-Tem Smith to rescind the entire motion from the August 10, 2015 Regular meeting concerning the speed bump and traffic measures as listed below and to And to bring this item back in 60 days. Motion carried unanimously (5,0) :

Reverend Turnage from the audience asked about the rescinding motion, since no one spoke up for Tyson or Railroad Street. Town Clerk Jasman Smith asked Town Attorney Lassiter about the previous motion. Town Attorney Lassiter stated that the motion was to only rescind the Canterbury section. Councilman Moore stated that the motion was to rescind the entire motion from the August meeting concerning the Traffic measures.

A motion was made by Councilman Cooper and seconded by Councilman Moye to move forward with the traffic measures suggested on Tyson and Railroad Street after notifying citizens by public hearing and door hangers. Motion carried unanimously.

Reverend Turnage from the audience asked about the rescinding motion, since no one spoke up for Tyson or Railroad street .

Public Works Director Travis stated that it was an economic decision and only notified the Canterbury residents.

CONSENT AGENDA:

1. Approval of Minutes from:
 - a. June 8, 2015 Regular Meeting
 - b. June 15, 2015 Special Meeting
 - c. June 17, 2015 Special Meeting
 - d. June 30, 2015 Special Meeting
 - e. July 30, 2015 Special Meeting
 - f. August 25, 2015 Special Meeting
2. Approval of Budget Amendment
3. Approval of Amendment and Acceptance of the Records Retention and Disposition Schedule Updated January 5, 2015
4. Approval of Proclamation in Honor of Fire Prevention Week

5. Award of Contract to Hills Machinery Company for the Mid-sized Excavator
6. Approval of Updated Water and Sewer Capital Improvement Plan

A motion was made by Councilwoman Roberson and seconded by Councilman Moore to approve the Consent Agenda items. Motion carried unanimously.

ITEMS REMOVED FROM THE CONSENT AGENDA- None.

OLD BUSINESS:

1. Mill St. and Ange St. Sidewalks - Moved to Sept.: **A motion was made by Councilman Moore and seconded by Mayor Pro-Tem Smith to continue working on Ange Street and Mill Street and explore possibilities and notify citizens along the street. Members of the Council voting in favor of the motion were Moore, Smith, Roberson, and Cooper. Member of the Council voting in opposition of the motion was Moye. Motion carried. (4,1)**

A motion was made by Councilman Moye and seconded by Councilwoman Roberson research the cost estimates for Boyd Street repairs, install sidewalk, and curb and gutters. Members of the Council voting in favor of the motion were Moye, Roberson, and Cooper. Members of the Council voting in opposition of the motion was Moore and Smith. Motion carried. (3,2)

2. Update on the Minimum Housing Properties. Assistant Town Manager Ben Williams presented the item. No Action taken from the Council.
3. Appointment to the Recreation Advisory Board. Parks and Recreation Director Evan Johnston presented the item. **A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moore to appoint Mr. Brock Letchworth to fill resident position and Mr. Michael Guglielmelli to fill alternate position on the Recreation Advisory Board. Motion carried unanimously.**

NEW BUSINESS:

1. Discussion of the Parking Situation on Main Street from Mill Street to Railroad Street: **A motion was made by Councilman Moore and seconded by Councilwoman Roberson to not take any action on the parking situation on Main Street from Mill Street to Railroad Street. Motion carried unanimously.**
2. Update on the Winterville Watermelon Festival: Police Chief Ryan Willhite presented on the festival. No Action was taken by the Council.

3. Villa Grande Preliminary Plat: **A motion was made by Councilman Moore and seconded by Councilman Cooper to approve the Villa Grande Preliminary Plat. Motion carried unanimously.**
4. Update on 2nd Annual Youth Day/Back to School Bash: Town Clerk Jasman Smith and Parks and Recreation Director Evan Johnston gave an updated on the Back to School Bash.No Action was taken by the Council.
5. Withdrawal of Street Acceptance Request for Ange Plaza: **A motion was made by Councilman Moore and seconded by Councilman Moye to approve the Withdrawal of Street Acceptance Request for Ange Plaza. Motion carried unanimously.**

OTHER AGENDA ITEMS: None

ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS

Councilwoman Roberson requested a future work session on Utility Billing, Resources

REPORTS FROM TOWN ATTORNEY, TOWN MANAGER, DEPARTMENT HEADS, MAYOR, AND TOWN COUNCIL:

- Public Hearing on Pole situation. Motion made by Councilman Moore and seconded by Councilman Cooper and to advertise in the newspapers and surrounding property owners. Motion carried unanimously.
- Motion made by Councilman Moore and seconded by Mayor Pro-Tem Smith to appoint Councilman Moye as the voting member and Councilwoman Roberson as the alternate voting member at the NCLM Delegates Meeting at the 2015 NCLM Conference. Motion carried unanimously.
- Councilwoman Roberson requested for the Applications for the Winterville Housing Program to be in the foyer for the citizens. Town Manager Terri L. Parker replied that the applications can be placed in the foyer for the citizens. She further discussed an update on home repair program and the Town Website.
- Mayor Jackson commented on the Watermelon Festival. He further stated that the Town of Winterville did not receive any gifts from NTE. The only thing that the Town received was a pen and shovel.

ANNOUNCEMENTS: None

ADJOURN

Having no further business to come before the Council the meeting adjourned. A motion was made by Councilman Moye and seconded by Councilman Moore to adjourn at 8:56 pm. Motion carried unanimously

Adopted this the 19th day of October, 2015

Douglas A. Jackson, Mayor



**Town of Winterville
Town Council
Agenda**

Item Section: Old Business

Meeting Date: October 19, 2015

Presenter: Jasman J. Smith, CMC, NCCMC

Item to be Considered

Subject: Election Voting Places

Action Requested: Receive Report

Attachments: One-Stop Voting Flyer

Prepared By: Jasman J. Smith, CMC, NCCMC

Date: 9/4/2015

ABSTRACT ROUTING:

TC JJS-10/13/2015

FD

TM tlp 10/14/2015

Final tlp 10/14/2015

Supporting Documentation

The 2015 municipal election will be held on Tuesday, November 3, 2015. At the June 15, 2015 Special Meeting, the Town Council approved a one-stop voting location in Winterville at the Winterville Fire Station, located at 2593 Railroad Street for early voting from Tuesday, October 27th to Saturday, October 31st, with the hours being 11:00 a.m. – 7:00 p.m. Tuesday – Friday and 8:00 a.m. – 12:00 p.m. on Saturday at the cost of \$2,506.09.

Attached is the Pitt County Board of Elections 2015 Municipal Elections Flyer.

Budgetary Impact: An allocation of \$2,506.09 was included in the FY 2015-2016 Budget.

Recommendation: Receive report.



1717 W. 5th St.
 Greenville, NC 27834
 Phone: 252-902-3300
 Fax: 252-830-1157
 pittelections@pittcountync.gov

2015 MUNICIPAL ELECTION

ONE-STOP EARLY VOTING

**Center at Alice F. Keene Park
 Conference Room
 4561 County Home Rd.**



Main Site Hours of Operation

Thursday – Friday
 October 22 – 23
 Hours: 9:00 am – 6:00 pm

Monday – Friday
 October 26 – 30
 Hours: 9:00 am – 6:00 pm

Saturday
 October 31
 Hours: 9:00 am – 1:00 pm

Are you registered?
 Scan here to find out:



Or, visit the State Board of
 Elections website:

www.ncsbe.gov

Must be registered by October 9th.

ADDITIONAL SITES



Hours of Operation

Tuesday – Friday
 October 27 – 30
 Hours: 9:00 am – 6:00 pm

Saturday
 October 31
 Hours: 9:00 am – 1:00 pm

**Pitt County Agricultural Center
 Conference Room
 403 Government Cir.**



**County Office Building
 PATS Conference Room
 1717 W. 5th St.**



**ECU, Willis Building
 Auditorium
 300 E. 1st St.**



**Winterville Fire Station
 Community Room
 2593 Railroad St.**





Town of Winterville Town Council Agenda Abstract

Item Section: Old Business

Meeting Date: October 19, 2015

Presenter: Alan Lilley, Planning Director

Item to be Considered

Subject: Consideration of Appointment of Board of Adjustment Members

Action Requested: Appointment of Board of Adjustment members

Attachments: N/A

Prepared By: Alan Lilley, Planning Director

Date: 10/14/2015

ABSTRACT ROUTING:

TC JJS-10/14/2015

FD

TM tlp – 10/14/2015

Final tlp – 10/14/2015

Supporting Documentation

The Board of Adjustment is made up of five (5) regular members and two (2) alternate members. Members serve a three (3) year term. The terms of the current members expired June 30, 2015. The existing members are as follows:

Robert Mattson 146 Lismore Dr;

Edward Reynolds 2202 Wolf Trap Cir;

Helen Rollins 339 Main St;

Alfred P. Phillips 2406 Chapman St;

Valerie Tyson (alternate) 2501 B Railroad St;

Jeffrey Briley 5016 Reedy Branch Rd;

Vacant position– out-of-town Alternate

Mr. Michael Weimar and Mr. Tucker Moore have both submitted requests for appointments to Town advisory boards. Staff requests that Council make all applicable appointments to the Board of Adjustment.

Budgetary Impact: N/A

Recommendation: Appointment of the members to three (3) year terms.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 2 Board of Adjustment
- 1 Recreation and Parks Advisory Board
- Mid-East Commission
- Planning and Zoning Board
- 4 Tree Board
- 3 Stormwater Advisory Committee

MP Weimar@gmail.com

Name: Michael Weimar Home Phone Number: 252-689-2206

Address: 671 GRASMERE ST Business Phone Number: 252-378-5461

Employed By: Sherwin-Williams Occupation: Sales

Name of High School Attended: Spencerport High School

College or University Attended: S.U.N.Y. Brockport

How long have you been a resident of Winterville? 1 year

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held: None

Past membership in organizations and offices held: None

State why you feel you would be an asset to this board/commission.

I would like to participate in my community in a role that serves others.

Signature: Michael Weimar Date: 6/5/15

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Ethnic Group:	Sex:
<input type="checkbox"/> African American	<input type="checkbox"/> Female <input checked="" type="checkbox"/> Male
<input type="checkbox"/> American Indian	U.S. Citizenship: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Asian or Pacific Islander	Birth Date: 8/16/75
<input checked="" type="checkbox"/> Caucasian	
<input type="checkbox"/> Hispanic	

Received 6/5/15 JJS

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 6 Board of Adjustment
5 Planning and Zoning Board
4 Recreation and Parks Advisory Board
1 Tree Board
3 Mid-East Commission
2 Stormwater Advisory Committee

Name: Tucker Moore Home Phone Number: 252-341-8223

Address: 4695 Old Tar Road Business Phone Number: 321-6700

Employed By: N C Priving School Occupation: Fleet Manager

Name of High School Attended: DH Conant

College or University Attended: East Carolina University

How long have you been a resident of Winterville? 35 years

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held:

- Winterville Puritans
Winterville Chamber of Commerce

Past membership in organizations and offices held:

State why you feel you would be an asset to this board/commission.

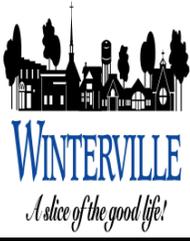
I have lived in Winterville for 35 years. I have no special qualifications except being willing to serve the people of Winterville.

Signature: Tucker Moore Date: 7-6-2015

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: October 19, 2015

Presenter: Travis Welborn, Public Works Director

Item to be Considered

Subject: Appointment of Member to Stormwater Advisory Committee

Action Requested: Recommend and appoint final member to Stormwater Advisory Committee

Attachments: Request for Appointments (Michael Weimar & Tucker Moore)

Prepared By: Travis Welborn, Public Works Director

Date: 9/30/2015

ABSTRACT ROUTING:

TC JJS-10/13/2015

FD _____

TM tlp - 10/14/2015

Final tlp - 10/14/2015

Supporting Documentation

The Stormwater Advisory Committee began meeting again earlier this year. Mr. Michael Weimar and Mr. Tucker Moore have both submitted requests for appointments to Town advisory boards. Unfortunately there is only one open position on the Stormwater Advisory Committee. Staff requests that Council recommend and approve one of these requests for appointment.

Budgetary Impact: N/A

Recommendation: Recommendation and approval of appointment.

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 2 Board of Adjustment
- 1 Recreation and Parks Advisory Board
- Mid-East Commission
- Planning and Zoning Board
- 4 Tree Board
- 3 Stormwater Advisory Committee

MP Weimar@gmail.com

Name: Michael Weimar Home Phone Number: 252-689-2206

Address: 671 Grasmore St Business Phone Number: 252-378-5461

Employed By: Sherwin-Williams Occupation: Sales

Name of High School Attended: Spencerport High School

College or University Attended: S.U.N.Y. Brockport

How long have you been a resident of Winterville? 1 year

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held: None

Past membership in organizations and offices held: None

State why you feel you would be an asset to this board/commission.

I would like to participate in my community in a role that serves others.

Signature: Michael Weimar Date: 6/5/15

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Ethnic Group:	Sex:
<input type="checkbox"/> African American	<input type="checkbox"/> Female <input checked="" type="checkbox"/> Male
<input type="checkbox"/> American Indian	U.S. Citizenship: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Asian or Pacific Islander	Birth Date: 8/16/75
<input checked="" type="checkbox"/> Caucasian	
<input type="checkbox"/> Hispanic	

Received 6/5/15 JJS

TOWN OF WINTERVILLE

Request for Appointments to Boards, Commissions and Committees of the Town of Winterville

Please indicate which board you are interested in serving on. If you are interested in more than one board, please list them by preference by using numbers (1, 2, 3, etc.)

- 6 Board of Adjustment
5 Planning and Zoning Board
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2 Stormwater Advisory Committee

Name: Tucker Moore Home Phone Number: 252-341-8223

Address: 4695 Old Tar Road Business Phone Number: 321-6700

Employed By: N C Privy School Occupation: Fleet Manager

Name of High School Attended: DH Connel

College or University Attended: East Carolina University

How long have you been a resident of Winterville? 35 years

Have you served on a board/commission of the town? () Yes (X) No

If yes, please indicate which one(s):

Current membership in organization and offices held:

- Winterville Puritans
Winterville Chamber of Commerce

Past membership in organizations and offices held:

State why you feel you would be an asset to this board/commission.

I have lived in Winterville for 35 years. I have no special qualifications except being willing to serve the people of Winterville.

Signature: Tucker Moore Date: 7-6-2015

Please Return To: Town of Winterville Town Clerk's Office P.O. Box 1459 Winterville, NC 28590

This information requested below is optional.

Form with fields for Ethnic Group, Sex, U.S. Citizenship, and Birth Date.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: October 19, 2015

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: New Regional Sanitary Sewer Pump Station

Action Requested: Approval

Attachments: Wooten Co. Engineering Services Agreement - Amendment No. 1 to Task Order No. 15

Prepared By: Ben Williams, Assistant Town Manager

Date: 10/7/2015

ABSTRACT ROUTING:

TC 10/13/2015 jjs

FD

TM 10/14/2015

Final 10/14/2015

Supporting Documentation

The Town was awarded a 20-year low-interest loan from the NCDENR – Division of Water Infrastructure – Clean Water State Revolving Fund (CWSRF) program for the construction of a new regional sanitary sewer pump station. The proposed pump station is to be located near the new Christ Covenant School and will be large enough to replace the existing problematic Craft Winds pump station.

The original cost for previously approved engineering services provided to date is \$22,500. The \$22,500 included CWSRF application preparation, Engineering Report and Environmental Information Document preparation and submittal.

This amendment to the Engineering Services Agreement (Task Order No. 15) will allow Wooten Company to perform the engineering survey, design, construction administration, construction inspection, geotechnical services, easement surveying/mapping, and CWSRF loan administration. The additional fee associated with this amendment will be \$261,000, bringing the total cost for engineering services to \$283,500.

A Capital Project Ordinance for this project has been previously approved by Council.

Budgetary Impact: The original cost for previously approved engineering services provided to date is \$22,500. The additional fee associated with this amendment will be \$261,000, bringing the total cost for engineering services to \$283,500.

Recommendation: Staff recommends Council approval of the subject engineering contract amendment.

This is **EXHIBIT K**, consisting of 3 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated **September 10, 2012.**

Amendment No. 1 to Task Order No. 15 – Town of Winterville, NC

1. Background Data:

- a. Effective Date of Task Order Agreement: March 3, 2015
 - b. Owner: Town of Winterville, NC
 - c. Engineer: L.E. Wooten and Company dba The Wooten Company
 - d. Specific Project: CWSRF New Regional Pump Station & Collection System (2853-X)
-

2. Description of Modifications

- a. Engineer shall perform the following Additional Services: **Engineering Survey, Design, Construction Administration, RPR Services, Geotechnical Services, Easement Survey and Mapping and CWSRF Loan Administration.**
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows: **None.**
- c. The responsibilities of Owner with respect to the Task Order are modified as follows: **None.**
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:

<i>Category of Services</i>	<i>Amendment 1 Estimate of Compensation for Services</i>
Engineering Survey	\$ 11,500.00
Engineering Design	\$ 96,000.00
Construction Administration*	\$ 31,500.00
Resident Project Representative Services*	\$108,000.00
Geotechnical Services*	\$ 2,500.00
Easement Survey & Mapping*	\$ 9,000.00
CWSRF Loan Administration*	\$ 2,500.00

*** Hourly rate ceiling fees will not be exceeded without prior written consent of the Owner.**

- e. The schedule for rendering services under this Task Order is modified as follows:

<i>Category of Services</i>	<i>Milestone Completion Date</i>
Engineering Survey	April 1, 2016
Engineering Design	April 1, 2016
Construction Administration	8 mos. after NTP
Resident Project Representative Services	8 mos. after NTP
Geotechnical Services	April 1, 2016
Easement Survey & Mapping	April 1, 2016
CWSRF Loan Administration	10 mos. after NTP

- f. Other portions of the Task Order (including previous amendments, if any) are modified as follows: **None.**

3. Task Order Summary (Reference only)

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Original Estimate of Compensation for Services</i>	<i>Amendment 1 Estimate of Compensation for Services</i>
CWSRF App. / Engineering Report / Environmental Information Document	<i>Lump Sum</i>	\$ 22,500.00	\$ 22,500.00
Engineering Survey	<i>Lump Sum</i>	\$ 0.00	\$ 11,500.00
Engineering Design	<i>Lump Sum</i>	\$0.00	\$ 96,000.00
Construction Administration	<i>Hourly Rate w/Ceiling Fee</i>	\$ 0.00	\$ 31,500.00
Resident Project Representative Services	<i>Hourly Rate w/Ceiling Fee</i>	\$ 0.00	\$108,000.00
Geotechnical Services	<i>Hourly Rate w/Ceiling Fee</i>	\$ 0.00	\$ 2,500.00
Easement Survey & Mapping	<i>Hourly Rate w/Ceiling Fee</i>	\$0.00	\$ 9,000.00
CWSRF Loan Administration	<i>Hourly Rate w/ Ceiling Fee</i>	<u>\$0.00</u>	<u>\$ 2,500.00</u>
TOTAL		\$ 22,500.00	\$ 283,500.00

a. Original Task Order amount:	\$ 22,500.00
b. Net change for prior amendments:	\$ -0-
c. This amendment amount:	<u>\$ 261,000.00</u>
d. Adjusted Task Order amount:	<u>\$ 283,500.00</u>

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is **September 2, 2015**.

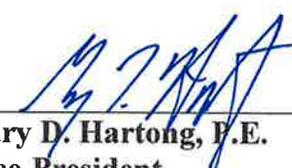
OWNER:

ENGINEER:

Name: Town of Winterville

Name: L.E. Wooten and Company dba
The Wooten Company

By (Signature): _____

By (Signature):  _____

Title: Douglas A. Jackson
Mayor

Title: Gary D. Hartong, P.E.
Vice-President

Date Signed: _____

Date Signed: 9/2/2015

PRE-AUDITED STATEMENT

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

Finance Officer: Anthony Bowers

By (Signature): _____

Date: _____

EXHIBIT "A"
 SCHEDULE OF FEES
 ENGINEERING COST BREAKDOWN
 HOURLY RATES FOR WAGE CATEGORIES

Wage Category	Hourly Billing Rate
Engineer IV	\$ 172
Engineer III	\$ 125
Engineer II	\$ 95
Engineer I	\$ 84
Designer IV	\$ 121
Designer III	\$ 97
Designer II	\$ 75
Designer I	\$ 63
Inspector III	\$ 85
Inspector II	\$ 75
Inspector I	\$ 67
Surveyor Project Manager	\$ 135
Project Surveyor	\$ 93
Survey Field Supervisor	\$ 72
Survey Technician	\$ 52
GIS Analyst III	\$ 97
GIS Analyst II	\$ 70
Construction Admin III	\$ 172
Construction Admin II	\$ 125
Architect II	\$ 121
Planner IV	\$ 174
Planner III	\$ 147
Planner II	\$ 125
Planner I	\$ 93
Community Development Planner I	\$ 114
Project Coordinator	\$ 93
Planning / Community Development Specialist II	\$ 81
Planning / Community Development Specialist I	\$ 70
Project Assistant	\$ 65

Reimbursables: Mileage will be billed at the current IRS Standard Mileage Rate, Subcontracted Services and other expenses at cost plus 10%.

The Wooten Company makes annual adjustments on July 1st. The above hourly rates reflect current rates for the period through June 30, 2016. Hourly billing rates (per diem rates) will change effective July 1, 2016 to reflect Direct Payroll Costs (salaries) being paid at that time.



Town of Winterville Town Council Agenda Abstract

Item Section: New Business

Meeting Date: October 19, 2015

Presenter: Alan Lilley, Planning Director

Item to be Considered

Subject: Final Plat for Cooper Creek Subdivision

Action Requested: Approval of Final Plat

Attachments: Planning & Zoning Board Report for September 21, 2015

Prepared By: Alan Lilley, Planning Director

Date: 10/14/2015

ABSTRACT ROUTING:

TC JJS-10/14/2015

FD

TM tlp - 10/14/2015

Final tlp - 10/14/2015

Supporting Documentation

Cooper Creek Subdivision is currently under construction on the west side of Reedy Branch Road north of the intersection of Reedy Branch Road and Winterville Parkway (NC Hwy 11). The section of Cooper Creek under consideration contains 13.49 acres that is being subdivided into 35 lots for single-family homes. The property under consideration is zoned R-12.5 District. The Planning and Zoning Board considered the plat at their September 21, 2015 meeting and voted to recommend approval of the plat to the Town Council (see attached Planning Board Report).

Budgetary Impact: Annexation of the subdivision will increase tax base and population.

Recommendation: The Planning & Zoning Board recommends approval.

September 20, 2015

To: Mayor & Town Council

From: Alan Lilley, Planning Director / Secretary Planning & Zoning Board

Subject: Report for September 20, 2015 Planning & Zoning Board Meeting

As recorded in the minutes of the September 20, 2015 meeting, the Winterville Planning & Zoning Board took the following actions and/or made the following actions:

Final Plat for Copper Creek Subdivision

Following discussion, a motion to recommend approval to the Town Council was made by Peggy Cliborne, and seconded by Douglas Kilian. The motion was carried unanimously.

Final Plat for Summer Winds, Section II, Phase I

Following discussion, a motion to recommend approval of the plat to the Town Council was made by Peggy Cliborne, and seconded by Joe Shambley. The motion was carried unanimously.

End of Report



Town of Winterville Town Council Agenda Abstract

Item Section: New Business

Meeting Date: October 14, 2015

Presenter: Alan Lilley, Planning Director

Item to be Considered

Subject: Final Plat for Cooper's Ponte, Section 8

Action Requested: Approval of Final Plat

Attachments: N/A

Prepared By: Alan Lilley, Planning Director

Date: 10/14/2015

ABSTRACT ROUTING:

TC JJS-10/14/2015

FD

TM tlp - 10/14/2015

Final tlp - 10/14/2015

Supporting Documentation

Cooper's Pointe is located on the east side of Ange Street across from the A G Cox School campus, Winterville Recreation Park, and Barefoot Landing. Section 8 contains 11.1666 acres being subdivided into 23 lots for single-family homes. The subject property is zoned R-15 District. The developer is in the process of constructing the required improvements. The developer intends to complete the required improvements before seeking recordation of the final plat. The Planning and Zoning Board voted to recommend approval of the plat to the Town Council at their September 21, 2015 meeting.

Budgetary Impact: The property has been annexed. Development will increase tax base and population.

Recommendation: Approval of the final plat to be recorded at such time as the required improvements have been complete, inspected by the Town of Winterville, and accepted by the Town Council after recommendation of acceptance by Town Staff.



Town of Winterville Town Council Agenda Abstract

Item Section: New Business

Meeting Date: October 19, 2015

Presenter: Alan Lilley, Planning Director

Item to be Considered

Subject: Final Plat for Summer Winds, Section II, Phase I

Action Requested: Approval of Final Plat

Attachments: Planning Board Report for September 20, 2015

Prepared By: Alan Lilley, Planning Director

Date: 10/14/2015

ABSTRACT ROUTING:

TC JJS-10/14/2015

FD

TM tlp - 10/14/2015

Final tlp - 10/14/2015

Supporting Documentation

Summer Winds is located on the west side of Reedy Branch Road adjoining the north side of Magnolia Ridge Subdivision. Section II, Phase I contains 4.69 acres that is being subdivided into 12 lots for single-family homes. The subject property is zoned R-12.5 District. The Planning & Zoning Board considered the plat at their September 20, 2015 meeting and voted to recommend approval of the plat to the Town Council (see attached Planning Board Report).

Budgetary Impact: The subject property has already been annexed. Development of this section will increase tax base and population.

Recommendation: The Planning & Zoning Board recommends approval.

September 20, 2015

To: Mayor & Town Council

From: Alan Lilley, Planning Director / Secretary Planning & Zoning Board

Subject: Report for September 20, 2015 Planning & Zoning Board Meeting

As recorded in the minutes of the September 20, 2015 meeting, the Winterville Planning & Zoning Board took the following actions and/or made the following actions:

Final Plat for Summer Winds, Section II, Phase I

Following discussion, a motion to recommend approval of the plat to the Town Council was made by Peggy Cliborne, and seconded by Joe Shambley. The motion was carried unanimously.

End of Report