



WINTERVILLE

A slice of the good life!

MAYOR AND TOWN COUNCIL

DOUG JACKSON, MAYOR

RONALD COOPER, SR.

TONY

JOHNNY MOYE

VERONICA R

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



TOWN COUNCIL AGENDA

November 9, 2015

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. RECOGNITION**
- VII. INTRODUCTION OF NEW EMPLOYEES**
- VIII. PRESENTATIONS –**
 - 1. Winterville Youth Council Presentation (**pg. 1**)
 - 2. Annual Law Enforcement and Civilian Awards (**pg. 2**)
 - 3. Community Day (**pg. 3**)

IX. PUBLIC COMMENT:

The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included on 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.

No public comment may be made to the Council during the meeting, except during the Public Comment period of the 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 future consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Council Public Comment Policy are available in the rear of the Assembly Room.

X. CONSENT AGENDA:

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

1. Approval of Budget Amendment 2015-2016-02 (pgs. 4-5)
2. Approve the Release and Refund of the Taxes (pgs. 6-8)
3. Approval of October 19, 2015 Regular Meeting Minutes (pgs. 9-53)

XI. ITEMS REMOVED FROM THE CONSENT AGENDA

XII. OLD BUSINESS:

1. Update on Mill, Ange, and Boyd Street Sidewalks (pg. 54)
2. Update on Cemetery Signage Project (pgs. 55-58)
3. Update on Grant Award for Nobel Canal Drainage Watershed Drainage Study (pgs. 59-61)
4. Update on Traffic Calming Study – Canterbury, Clewewood and Railroad Street (pg. 62)

XIII. NEW BUSINESS:

1. Town Hall Parking Lot (pg. 63)

XIV. OTHER AGENDA ITEMS

XV. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS

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

XVII. REPORTS FROM THE MAYOR AND TOWN COUNCIL

XVIII. ANNOUNCEMENTS

1. Veteran's Day Celebration~ Wednesday, Nov. 11th at 2 pm –Front of Town Hall/Community Room
2. Special Meeting – Thursday, November 19th at 6pm
 - a) Fire/Rescue/EMS Master Plan Phase 1
3. **Town Hall Offices Closed –**
 - a) Wednesday, November 11th for Veteran's Day
 - b) Thursday & Friday, November 26th & 27th for Thanksgiving

XIX. CLOSED SESSION - possible cemetery expansion – McLawhorn Property. § 143-318.11(5)(a)

To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by the public body in negotiating (i) the price and other material terms of a contract or proposed acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

XX. AD JOURN



Town of Winterville Town Council Agenda

Item Section: Pr

Meeting Date: November 9, 2015

Presenter: Jayla Wooten, WYC President

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

ABSTRACT ROUTING:

TC 10/12/2015-JJS

FD _____

TM tlp – 11/5/2015

Final

Supporting Documentation

The Winterville Youth Council President Jayla Wooten will give an update on Youth Council events, goals, and service projects.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Pr

Meeting Date: November 9, 2015

Presenter: Chief Ryan Willhite, Chief of Police

Item to be Considered

Subject: Annual Law Enforcement and Civilian Awards presentation

Action Requested: N/A

Attachments: N/A

Prepared By: Ryan C. Willhite, Chief of Police

Date: 10/2

ABSTRACT ROUTING:

TC 11/5/2015 JJS

FD _____

TM 11/5/2015

Final

Supporting Documentation

Throughout the year, officers and citizens conduct themselves with distinction, bravery, and ex
unselfishness. These individuals are nominated by their peers, other officers, or by supervisor
for recognition. This award ceremony is the first annual ceremony of its kind and will be held i
meeting annually.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Pr

Meeting Date: November 9, 2015

Presenter: Chief Ryan Willhite, Chief of Police

Item to be Considered

Subject: Community Day Update

Action Requested: N/A

Attachments: N/A

Prepared By: Ryan C. Willhite, Chief of Police

Date: 10/2

ABSTRACT ROUTING:

TC 11/5/2015 JJS

FD _____

TM 11/5/2015

Final

Supporting Documentation

Report will cover updates of Community Day events.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Co

Meeting Date: November 9, 2015

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Budget Amendment 2015-2016-02

Action Requested: Approve the budget amendment

Attachments: Budget Amendment 15-16-02

Prepared By: Anthony Bowers, Finance Director

Date: 11/9

ABSTRACT ROUTING:

TC 11/5/2015 jjs

FD _____

TM 11/5/2015

Final

Supporting Documentation

This is the second budget amendment for the 2015-2016 Fiscal Year.

The first item addresses the funds for construction of signs at the Town's cemeteries. The cost budgeted at \$20,000. Funds will be pulled from Fund Balance to pay for the project.

The second item addresses funds needed for the first round of homes to be worked on with Urban Program Funds. The original budget was \$20,000. This will increase the current year to \$35,000.

The final item is related the grant received from the State of NC for the Nobel Canal project. The grant in the amount of \$35,000. The Town will contribute \$35,000 for a total appropriation of \$70,000.

BUDGET ORDINANCE AMENDMENT 15-16-02

BE IT ORDAINED by the Governing Board of the Town of Winterville, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2016:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION			Fund	Increase
General Fund Fund Balance	10		3831 General Fund	\$ 20,
Urgent Repair Fund Balance	20		3831 Fund Balance	\$ 15,
Misc Grant Revenue	63		3420 Stormwater Fund	\$ 35,
Fund Balance	63		3831 Stormwater Fund	\$ 35,
Total				\$ 105,

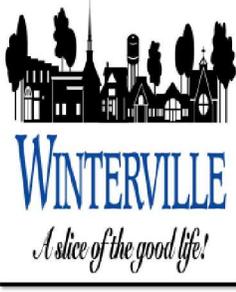
SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION		Department	Fund	Increase
Capital Outlay	1042426002	7150	Grounds and Lawn Maint General	\$ 20,000
Contracted Services	2049451000	4233	Urgent Repair	\$ 15,000
Grant Funded Study	6374742000	6103	Stormwater	\$ 70,000
Total				\$ 105,000

Adopted the 8th day of September 2016.

Mayor

Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Co

Meeting Date: November 9, 2015

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Release and Refund of Taxes

Action Requested: Approve the release and refund of the taxes

Attachments: Listing of owners due release and refunds

Prepared By: Anthony Bowers, Finance Director

Date: 11/5

ABSTRACT ROUTING:

TC jjs 11/5/2015

FD _____

TM 11/5/2015

Final

Supporting Documentation

In general, tax refunds do not have a budgetary impact on the Town due to the fact that payments received twice for the same property. The total refunds are in the amount of \$1,028.95 and the releases are \$576.36

The Town Council has approved a resolution authorizing the Finance Officer to be able to approve releases and refunds in amounts less than \$100.00 dollars.

Please see the attached information as submitted by the Tax collector.

Town of Winterville
Tax Refunds and Releases
9/30/2015

Real Property Tax Refunds

Name	Year	Parcel	Amt.	Date
NOLAN COMMERCIAL CONTRACTORS	2015		79209 400.64	9/30/15
Kassapian, Sharon	2014		66644 128.65	9/30/15
Kassapian, Sharon	2013		66644 128.65	9/30/15
Kassapian, Sharon	2012		66644 128.65	9/30/15
Kassapian, Sharon	2011		66644 122.97	9/30/15
Kassapian, Sharon	2010		66644 119.39	9/30/15

Personal Property Refunds

Name	Year	Account	Refund	Date
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Real Property Releases

Name	Year	Parcel	Release	Date
Clark, Sherdina	2015		54094 \$383.48	8/27/15

Personal Property Releases

Name	Year	Account	Release	Date
Coastal Generator Service In	2015	000000916755	192.88	9/30/15

Total Refunds	27		\$1,028.95	
Total Releases	3		\$576.36	

The Release (G.S. 105-381 or 382), Corrections (G.S. 105-325), or Refunds (G.S. 105-381 or 382) of tax bills outlined above are approved by The Town of Winterville Council.

Douglas Jackson, Mayor

Date Approved

Reason

Over payment by attorney's office.

Per Pitt County Corrected Square Footage of home.

Reason

Reason

Per Pitt County Customer qualified for OAE

Reason

Business is no longer located in Winterville.



Winterville Town Council
October 19, 2015 Regular Meeting Minutes

The Winterville Town Council met in a regular meeting on the above date at 7:00 PM in the Town Council Room, with Mayor Douglas A. Jackson presiding. The meeting was called to order, followed by the playing of the Winterville Anthem by Mayor Pro-Tem Mark Smith, 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: Town Manager Terri L. Parker requested the removal of the closure of the Winterville Youth Council presentation (requested by the Town Clerk); and the addition of the Veteran's Day Ceremony. A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moye to approve the agenda with changes. Motion carried unanimously.

WELCOME: Mayor Jackson welcomed the public.

PRESENTATIONS:

1. Winterville Youth Council Update: This presentation was removed from the agenda.
2. Stormwater Infrastructure: Assistant Town Manager Ben Williams presented the information that this presentation provides an informational update on the Town's current stormwater infrastructure and issues associated with the utility. Items to be discussed include Asset Quantities, Condition of Infrastructure, Future Needs, Infrastructure Maintenance, and Financing. The Stormwater System Maintenance presentation is attached and included in the minutes.

PUBLIC HEARINGS:

Hazard Mitigation Plan. Having a Hazard Mitigation Plan is an eligibility requirement for many types of disaster aid and assistance. Mayor Jackson declared the public hearing open. Mayor Jackson asked if anyone spoke in opposition. Mayor Jackson asked if anyone spoke in support during the hearing none. Mayor Jackson declared the Public Hearing closed. **A motion was made by Councilman Moore and seconded by Mayor Pro-Tem Smith to approve the Resolution of the Neuse River Basin Regional Hazard Mitigation Plan. Motion carried unanimously.**

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

1. Elaine Seeman– Ms. Seeman of 2666 Academy Street, Winterville North Carolina; a resident of the Town Council concerning a request to have a Solar Electric Policy established or codified in the 2010 Draft; and requested that the Town use net metering instead of buy all/sell all in the 2010 Draft Policy. She further stated that she knows of others that are using Solar Electric and she would like to have the same opportunity because there are some tax credits available and they will expire at the end of the year. Mayor Jackson stated that this is something the Town should look into and Town Manager Terri L. Parker agreed that staff would look into it.
2. Jay Saunders- Mr. Jay Saunders announced that he is running for District Court Judge and he has worked for the state since 2008. No action was taken by the Town Council.

CONSENT AGENDA:

1. Approval of Meeting Minutes from August 10, 2015 Regular Meeting and the September 14, 2015 Regular Meeting: Councilwoman Roberson requested add the words "between Tys Street on Railroad Street" when referring to the Speed Bumps and Traffic Measure in the August 10, 2015 and September 14, 2015 minutes. **A motion was made by Councilman Moore and seconded by Councilwoman Roberson to approve the Consent Agenda with the requested changes. Motion carried unanimously.**

OLD BUSINESS:

1. 2015 Municipal Elections: Town Clerk Jasman J. Smith presented the item. She stated that the 2015 municipal election will be held on Tuesday, November 3, 2015. At the June 1, 2015 Meeting, the Town Council approved a one-stop voting location in Winterville at the Fire Station, located at 2593 Railroad Street for early voting from Tuesday, October 27, 2015 to Saturday, October 31st, with the hours being 11:00 a.m. – 7:00 p.m. Tuesday – Friday and 11:00 a.m. – 12:00 p.m. on Saturday at the cost of \$2,506.09. No action was taken by Council.
2. Appointment to the Volunteer Boards-Board of Adjustment: Planning Director Alan presented the item. He stated that The Board of Adjustment is made up of five (5) members and two (2) alternate members. Members serve a three (3) year term. The current members expired June 30, 2015. The existing members are as follows: Mattson 146 Lismore Dr; Edward Reynolds 2202 Wolf Trap Cir; Helen Rollins 3399 Alfred P. Phillips 2406 Chapman St; Valerie Tyson (alternate) 2501 B Railroad St; J. 5016 Reedy Branch Rd; Vacant position– out-of-town Alternate. **A motion was made**

3. Appointment to the Volunteer Boards -Stormwater Board: Public Works Travis Welborn presented the item. He stated that the Stormwater Advisory Committee began meeting again this year. Mr. Michael Weimar and Mr. Tucker Moore have both submitted requests for appointment to Town advisory boards. Unfortunately there is only one open position on the Stormwater Advisory Committee. Staff requested that Council recommend and approve one of the requests requested for appointment. Questions from the Council were addressed about whether the committee could have an alternate member. Town Attorney Lassiter suggested that if the Town wanted to add an alternate member to the Stormwater Committee just in case if someone was unable to attend the meeting. He further suggested that that Council can vote to add an alternate member to the Stormwater Committee. **A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moyer to amend the Stormwater Committee with the addition of an alternate member position. Motion carried unanimously. A motion was made by Councilman Moyer and seconded by Mayor Pro-Tem Smith to appoint Mr. Tucker Moore as the regular member and Mr. Michael Weimar as the alternate member to the Stormwater Committee. Motion carried unanimously.**

NEW BUSINESS:

1. Approval of Amendment for the Wooten Co. Engineering Services Agreement for the New Regional Sanitary Sewer Pump Station: Assistant Town Manager presented the item. Councilman Moyer asked if this item was advertised for bidding. Councilman Moyer and Councilwoman Moore questioned whether or not the services could be rendered at a lower price through competitive bidding for the services. Assistant Town Manager Ben Williams commented that he and Public Works Director Travis Welborn are qualified in this area. Town Manager Terri L. Parker responded that the Town has been diverse in this area by using various firms. Assistant Town Manager Ben Williams also stated that it was against the law for an engineer to receive price based on a bid. **A motion was made by Councilman Moore and seconded by Councilwoman Moyer to approve the New Regional Sanitary Sewer Pump Station. Motion carried unanimously.**
2. Final Plat for Copper Creek Subdivision: Planning Director Alan Lilley presented the item. He stated that 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 (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 in the 12.5 District. The Planning and Zoning Board considered the plat at their September meeting and voted to recommend approval of the plat to the Town Council. **A motion was made by Councilman Moore and seconded by Councilman Cooper to approve the Final Plat for Copper Creek Subdivision. Motion carried unanimously.**
3. Final Plat for Coopers Pointe, Section 8: Planning Director Alan Lilley presented the item. He stated Cooper's Pointe is located on the east side of Ange Street across from the A campus, Winterville Recreation Park, and Barefoot Landing. Section 8 contains 11.5 acres being subdivided into 23 lots for single-family homes. The subject property is zoned in the 12.5 District. The developer is in the process of constructing the required improvement. The developer intends to complete the required improvements before seeking approval.

4. Final Plat for Summer Winds, Section II, Phase I: Planning Director Alan Lilley presented the item. He stated that Summer Winds is located on the west side of Reedy Branch Road on the north side of Magnolia Ridge Subdivision. Section II, Phase I contains 4.69 acres and is being subdivided into 12 lots for single-family homes. The subject property is zoned R-1 in the 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. Councilman Moore stated that the neighborhood was going to have a private Park. Planning Director Alan Lilley stated that the plat is for the Cleveewood Subdivision. **A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Cooper to approve the Final Plat for Coopers Pointe. Motion carried unanimously.**

5. Veteran's Day Ceremony: Councilman Moore presented the item. Councilman Moore stated that the Police Department block off Railroad Street and Main Street at 1:30 pm for the Veteran's Day Ceremony at 2 pm on Wednesday, November 11, 2015; and for the streets to open afterwards. **A motion was made by Mayor Pro-Tem Smith and seconded by Councilwoman Roberson to approve the request of blocking off Railroad Street and Main Street at 1:30 pm for the Veteran's Day Ceremony at 2 pm on Wednesday, November 11, 2015; and for the streets to immediately open afterwards. Motion carried unanimously.**

ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS

- Fire/Rescue/EMS Work Session-Town Manager Terri L. Parker requested that the Town Council call a special meeting to discuss the Fire/Rescue/EMS Master Plan. The Town Council agreed on a special meeting for Thursday, November 19th, 2015 at 6 pm. Fire Chief David Moore will serve as the consultant is available to meet on that date.

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

- Parks and Recreation Director Evan Johnston spoke about the Parks and Recreation events
 - Riley's Army (Pediatric Cancer support group) event, which consisted of about 242 children
 - Trail of Terror with the DH Conley Students from 7 pm to 10 pm.
 - Open House For Comprehensive Plan, October 27th from 4:30 -7:30 pm
 - Community Unity Event-,Sunday Oct 25 From 1 pm To 6pm
- Town Clerk Jasman Smith announced the Employee Luncheon from 12 pm to 2 pm on Thursday, November 19th.
- Town Attorney Lassiter stated that he is working with Publics Work Director Travis Welborn on easements.
- Councilman Moore thanked the Council for allowing him to be able to attend the NCLM Conference. He learned a lot of information. Also that Wake County has grown 47 %.
- Councilwoman Roberson thanked the Winterville Police Department for their response. She thanked the Town for allowing her to attend the NCLM Conference in Winston Salem, NC. It was quite an investment. Councilwoman Roberson also replied that she achieved mentor status and was elected as the President of the NCLM Women in Municipal Government.
- Councilman Moye thanked the Council for allowing him to attend the NCLM Conference.
- Councilman Cooper announced the upcoming ribbon cutting ceremony for the Nulook Roundabout.

ADJOURN

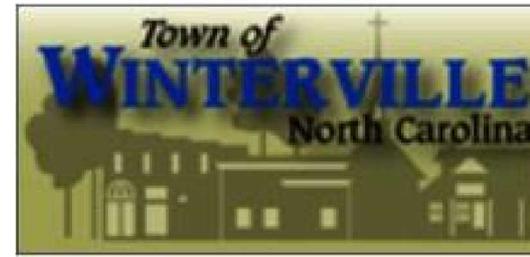
Having no further business to come before the Council the meeting adjourned. A motion was made by Councilman Moye and seconded by Councilman Cooper to adjourn at 8:28 pm. Motion carried unanimously.

Adopted this the 9th day of November, 2015

Douglas A. Jackson, Mayor

ATTEST:

Jasman J. Smith, CMC, NCCMC
Town Clerk



STORMWATER INFRASTRUCTURE

October 19, 2015

- History
- Stormwater Utility Fee
- Stormwater System Components
- Maintenance
- Improvements

History / Overview of Stormwat

- Drainage District – Primarily Agriculture
- Piping of Ditches
- Quantity vs. Quality
- Riparian Buffers (1997)
- Phase II Rules (2007)
- Daylighting vs. Piping

Town of Winterville

Stormwater Utility Fee

- Residential - \$2.00 per mo. or \$24.00 Per Cust
- FY 2015-2016 Stormwater Fund (Operations and Outlay) Budgeted Amount = \$175,400
- Nearly $\frac{1}{4}$ is transferred to General Fund for Services Rendered

Uses for the Stormwater Utility F

- Public Outreach and Education
- Stormwater Treatment
- Maintenance of Stormwater Infrastructure
- Drainage Improvements
- Allow focused effort on drainage related needs within the Town

Stormwater Utility Fee (Resident

City of Greenville, NC

Tier	Monthly Fee	Imperviou
I	\$4.35	200 -
II	\$8.70 (2 x base)	2001 -
III	\$13.05 (3 x base)	4001 -
IV	\$17.40 (4 x base)	600

Stormwater Utility Fee (Non-Residential)

City of Greenville, NC

Non-Residential Customers

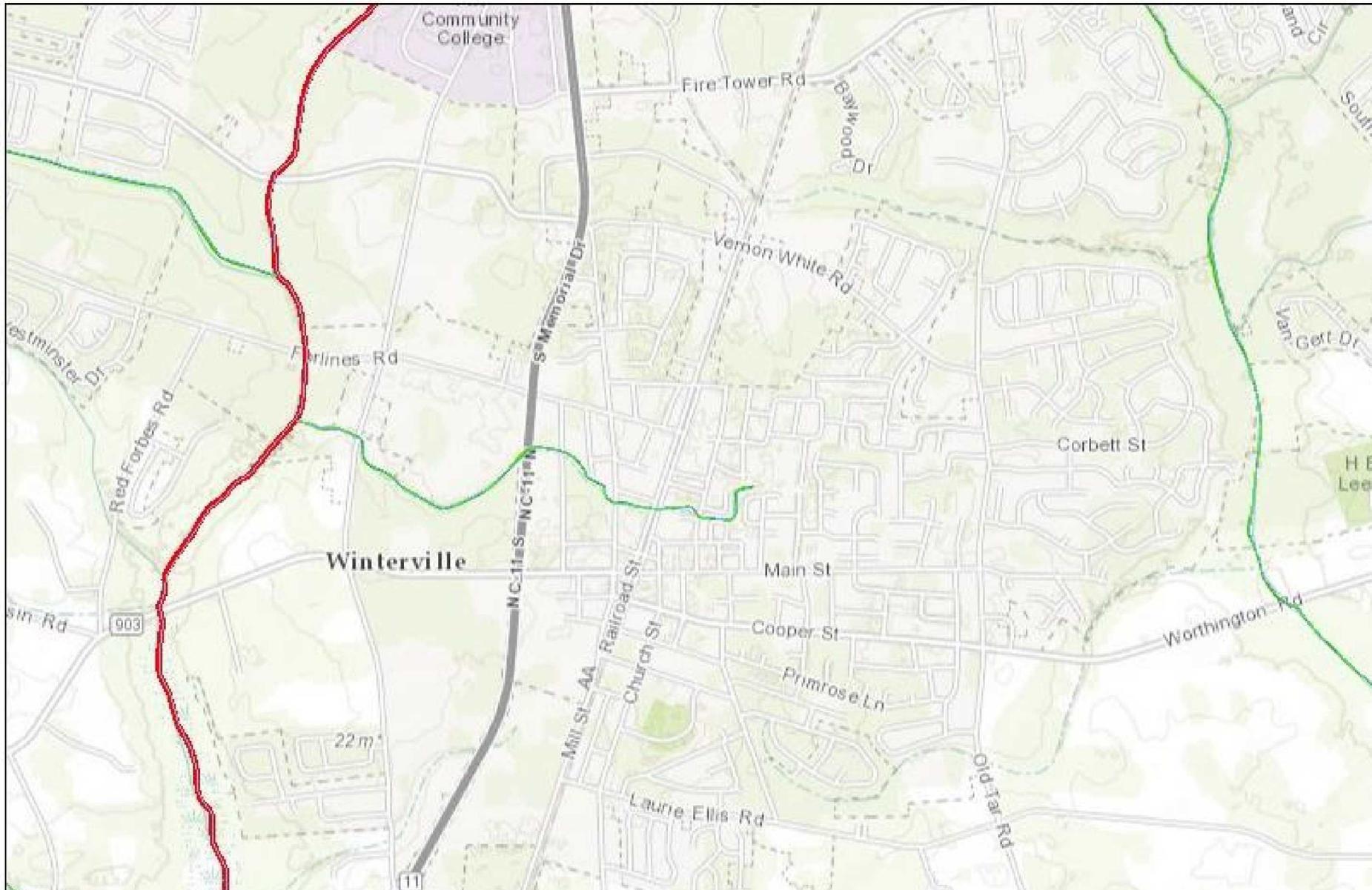
“All non-residential customers will be charged \$4.35 per square foot of impervious cover existing on their property per month. Non-residential properties are all properties other than single-family and duplexes.”

Example:

$100,000 \text{ sf} / 2,000 \text{ sf} = 50 \text{ ERU}$

$50 \text{ ERU} \times \$4.35 \text{ per month} = \217.50 per month

Area Surface Water

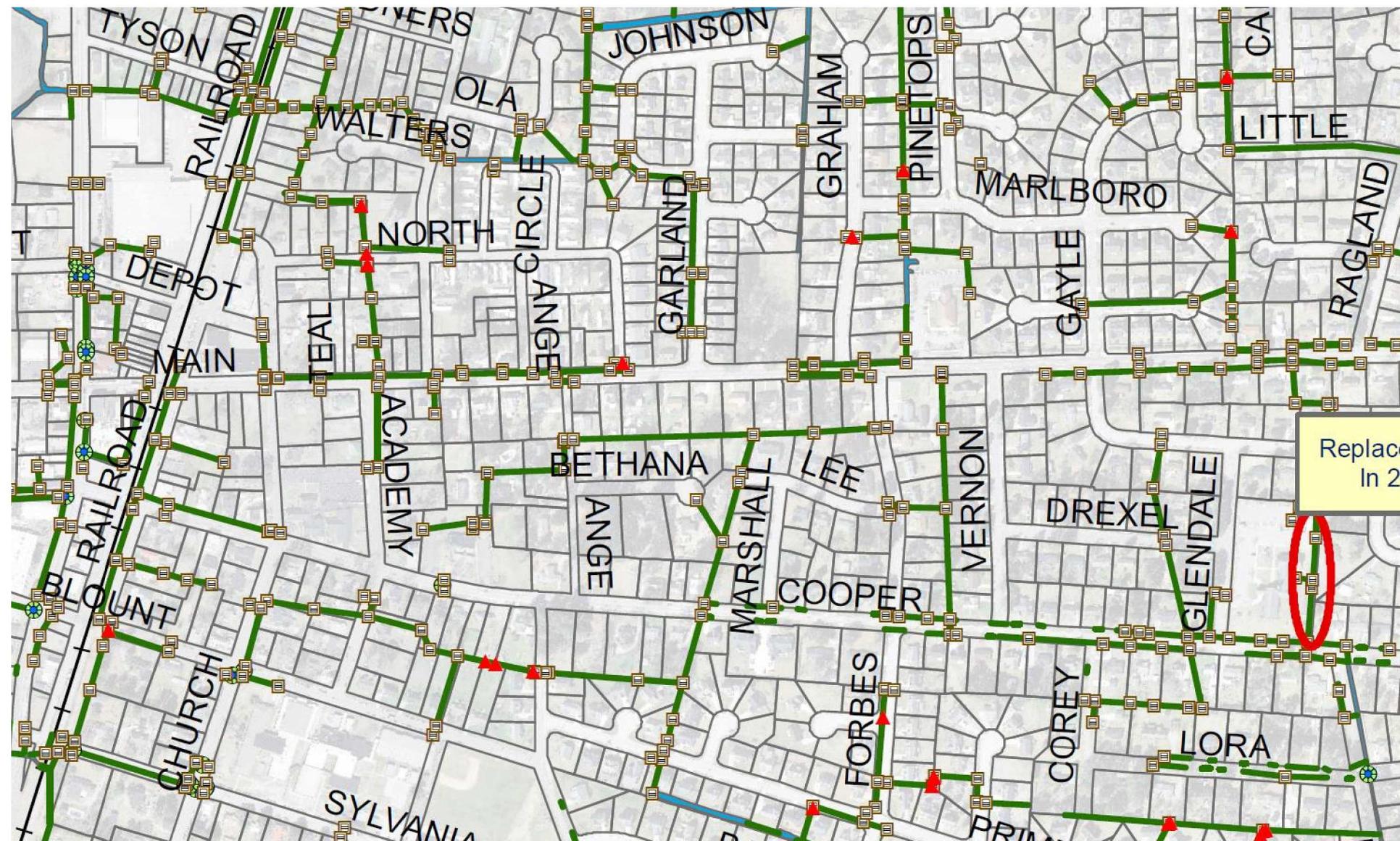


Town of Winterville's Stormwater System

- Miles of Channels and Creeks* 27.15 m
- Miles of Storm Sewer Pipe 37.10 m
- Number of Inlets in Street Gutters 1,197
- Number of Drop Inlets 890
- Culverts 267 (2.3

* Pitt Co. Drainage District maintains some of this area.

Town of Winterville - Stormwater S



Stormwater System Maintenance

- Street Sweeping
- Cleaning of Pipes and Inlets
- Sedimentation Removal from Channels
- Sinkholes

Stormwater System Maintenance

Cleaning of Pipes and Inlets

Example - Examined and cleaned pipes (625 LF) and (4) in need of sediment removal. Performed action 4-day period. (5 men, VacCon Truck, and Camera Truck approximately 20 hours.)

Vacuum Truck - \$200/hr. \$4,000

Camera Truck - \$200/hr. \$4,000

Labor Rate - \$30/man/hr \$3,000

Stormwater System Maintenance

Sinkholes

Over **100** sinkholes have been repaired by Town staff in the 24 months.

Typical repair for a sinkhole **not** located within a street requires 3 men, mini-excavator, and 4-6 hours (12-18 man-hours).

Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



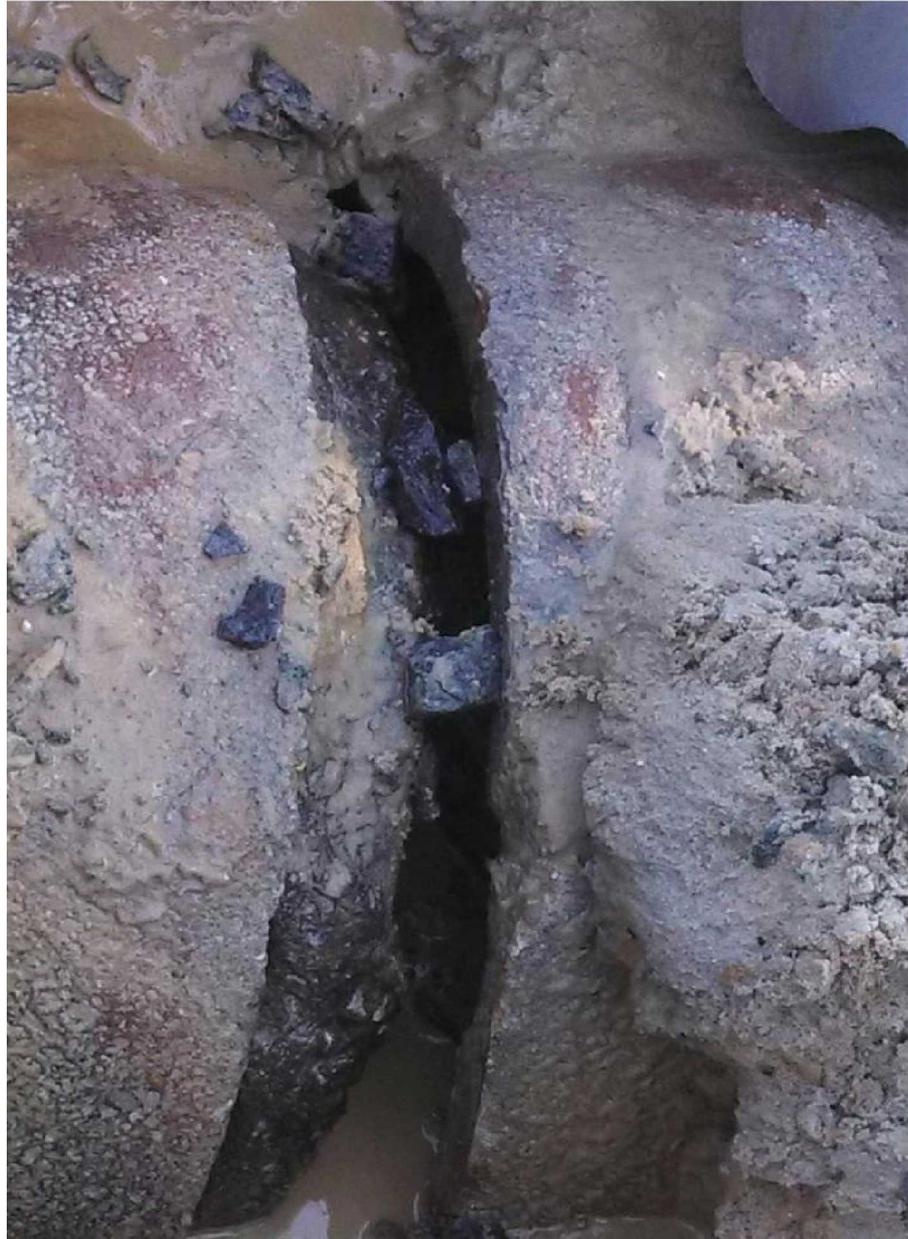
Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



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Stormwater System Maintenance



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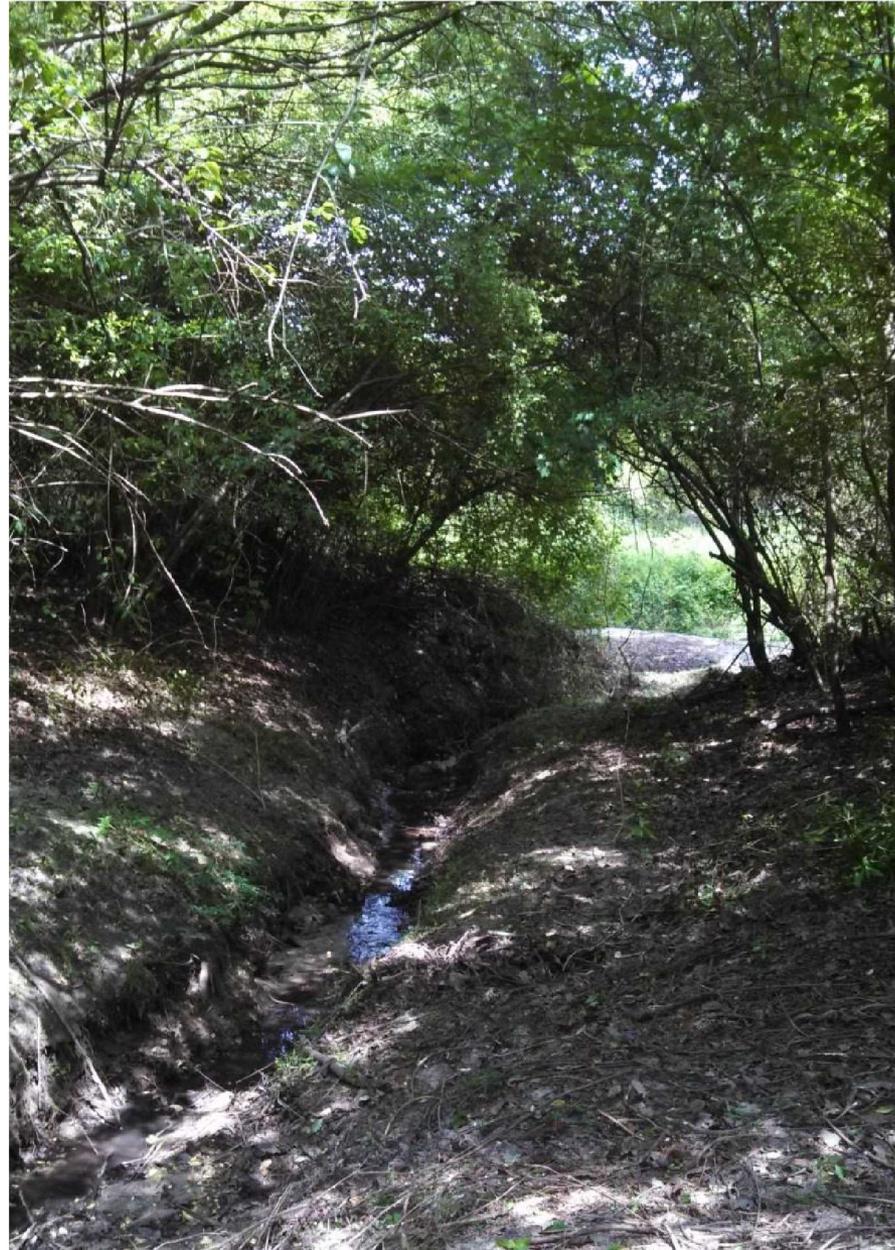
Stormwater System Maintenance



Stormwater System Maintenance



Stormwater System Maintenance



Inspection and Enforcement

- Illicit Discharges to Stormwater System
- Improper Construction/Installation

Erosion Control for Construction Projects



Capital Improvement Projects

- Channels
- Culverts (Private, Town, NCDOT)
- Curb and Gutter
- Storm Drains
- Outfalls

Basin studies/plans identify, prioritize, and estimate costs for projects.

Capital Improvement Projects - Financing

- Utility Fee
- Grants and Loans
- Bond Referendum / Taxes



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: 01

Meeting Date: November 9, 2015

Presenter: Travis Welborn, Public Works
Director

Item to be Considered

Subject: Update on Sidewalk Projects

Action Requested: N/A

Attachments: N/A

Prepared By: Travis Welborn, Public Works Director

Date: 11/5/2015

ABSTRACT ROUTING:

TC JJS-11/5/2015

FD _____

TM tlp – 11/5/2015

Final

Supporting Documentation

Update on sidewalks including Ange St., Mill St., Boyd St., and downtown sidewalks.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: 01

Meeting Date: November 9, 2015

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: Update on Cemetery Sign Project

Action Requested: Approval of Low Bid for Completion of Project

Attachments: Final Bid Tab

Prepared By: Ben Williams, Assistant Town Manager

Date: 11/4

ABSTRACT ROUTING:

TC 11/5/2015 jjs

FD _____

TM 11/5/2015

Final

Supporting Documentation

The Town of Winterville is proposing to construct signs at the entrances of both cemeteries ma
Town.

An engineer and designer were contracted to develop construction plans for contractors to pro
construction costs. A separate company has already performed a ground-penetrating radar (G
the proposed sign location for the North Winterville Cemetery. The purpose of this evaluation
potential conflicts with any unknown grave sites. No conflicts were detected.

Potential contractors were provided with construction plans and quotes were received on Octo

Staff has reviewed quotes from contractors for the construction of signs at both cemeteries. T
received from Design Co Construction, Inc. in the amount of \$19,711.58.

DESCRIPTION			
920 A Woodridge Park Rd. Greenville, NC 27858	\$19,711.58	PO Box 2082 Winterville, NC 28590	\$26,514.00
1747 Briley Rd. Greenville, NC 27834	No Quote		

TOTAL BID: \$19,711.58 \$26,514.00 #VALUE!

TOWN OF WINTERVILLE - CEMETERY SIGNS PROJECT

SEPTEMBER 2015

BASE BID

<u>Item</u>	<u>Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
1	1	EA North Winterville (Firetower Rd.) Cemetery Entrance Sign (Double-Sided) with Planter Box	\$ <u>6446.31</u>	\$ <u>6446.31</u>
2	1	EA Pillar at North Winterville Cemetery	\$ <u>1370.31</u>	\$ <u>1370.31</u>
3	2	EA Winterville Cemetery (Reedy Branch Rd.) Entrance Sign (Single-Sided)	\$ <u>5137.32</u>	\$ <u>10274.64</u>
4	1	EA Pillar at Winterville Cemetery	\$ <u>5137.32</u>	\$ <u>5137.32</u>
5	1	LS Seeding & Mulching	\$ <u>1370.31</u>	\$ <u>1370.31</u>
Total Base Bid			\$ <u>250.00</u>	\$ <u>250.00</u>

Contractor Name & License #:

DESIGNLO CONSTRUCTION INC
73384
[Signature]

Notes:

1. There will be a total of three (3) signs and two (2) pillars constructed for this project.
2. Contractor to provide four (4) appropriately sized solid slab of either juniper or cypress to F Community College Building Construction Technology for cutting and lettering of plaques.
3. Contractor will be responsible for existing tree and vegetation protection.
4. All excavation and backfilling is the responsibility of the Contractor. Contractor to dispose excavated material off site.
5. Contractor will not be allowed to perform work during funeral services.
6. Contractor will provide materials specified by Owner or an approved alternative.
7. Contractor will be responsible for obtaining all necessary permits.
8. Contractor to warranty all work for 12 months.

Design Co., Inc.
920 A Woodridge Park
Greenville, NC 27858

TOWN OF WINTERVILLE - CEMETERY SIGNS PROJECT

SEPTEMBER 2015

BASE BID

<u>Item</u>	<u>Qty.</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
1	1	EA North Winterville (Firetower Rd.) Cemetery Entrance Sign (Double-Sided) with Planter Box	\$ 7888.00	\$ 7888.00
2	1	EA Pillar at North Winterville Cemetery	\$ 3200.00	\$ 3200.00
3	2	EA Winterville Cemetery (Reedy Branch Rd.) Entrance Sign (Single-Sided)	\$ 5813.00	\$ 11626.00
4	1	EA Pillar at Winterville Cemetery	\$ 5813.00	\$ 5813.00
5	1	LS Seeding & Mulching	\$ 3200.00	\$ 3200.00
Total Base Bid			\$ 6000.00	\$ 26000.00

Contractor Name & License #:

Pinnacle Construction Enterprises, Inc.
PO Box 2082 Winterville NC 28590
Lic # 56210

Notes:

1. There will be a total of three (3) signs and two (2) pillars constructed for this project.
2. Contractor to provide four (4) appropriately sized solid slab of either juniper or cypress to P Community College Building Construction Technology for cutting and lettering of plaques.
3. Contractor will be responsible for existing tree and vegetation protection.
4. All excavation and backfilling is the responsibility of the Contractor. Contractor to dispose excavated material off site.
5. Contractor will not be allowed to perform work during funeral services.
6. Contractor will provide materials specified by Owner or an approved alternative.
7. Contractor will be responsible for obtaining all necessary permits.
8. Contractor to warranty all work for 12 months.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: 01

Meeting Date: November 9, 2015

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: Nobel Canal Watershed Drainage Study

Action Requested: Acceptance of Grant

Attachments: Award Letter; Letters of Support

Prepared By: Ben Williams, Assistant Town Manager

Date: 11/4

ABSTRACT ROUTING:

TC 11/9/2015 jjs

FD _____

TM 11//5/2015

Final

Supporting Documentation

On June 8th, Council authorized the filing of a funding application through the NCDENR – Division of Water Resources – Water Resource Project Development Program. The Town received notification and approval of the funding request.

The study will evaluate the approximately 300-acre Nobel Canal Watershed, inventory existing conditions, develop recommendations, preliminary design and cost estimates for improvement projects. The total cost of the study is \$70,000. The Town will be responsible for providing a 50% match of the total cost.

If Council decides to accept the grant offer, staff will begin to prepare a Request for Proposals and distribute it to potential consultants.



STATE OF NORTH CAROLINA
OFFICE OF THE GOVERNOR

PAT McCrory
GOVERNOR

October 28, 2015

The Honorable Douglas A. Jackson, Mayor
Town of Winterville
2571 Railroad Street
Post Office Box 1459
Winterville, North Carolina 28590

Dear Mayor Jackson,

I am pleased to announce that \$35,000 in financial assistance for a project located in your town has been approved by the State of North Carolina.

I congratulate the Town of Winterville on its sponsorship of the Nobel Canal watershed study. This grant will provide financial assistance to the Town of Winterville for a drainage study of the Nobel Canal watershed east of NC Highway 11. Your efforts to reduce flooding in your town are to be commended.

The Division of Water Resources of the Department of Environmental Quality will be working with the town manager concerning the administrative requirements for the use of state funds on this project.

Sincerely,

A handwritten signature in black ink that reads "Pat McCrory".



North Carolina General Assembly
Senate

SENATOR DONALD G. DAVIS
5TH DISTRICT

OFFICE ADDRESS: 300 N. SALISBURY STREET
519 LEGISLATIVE OFFICE BUILDING
RALEIGH, NC 27603-5925

TELEPHONE: (919) 715-8363
FAX: (919) 754-3159
EMAIL: DON.DAVIS@NCLEG.NET
COUNTIES: PITT, WAYNE, LENOIR, AND GREENE

COMM
APPROPRIATIONS BASE BUDGET
APPROPRIATIONS ON DEPARTMENT
EDUCATION/HIGHER EDUCATION
HEALTH CARE
STATE AND LOCAL GOVERNMENT
WORKFORCE & ECONOMIC DEVEL.

October 29, 2015

The Honorable Douglas A. Jackson, Mayor
Town of Winterville
2571 Railroad St.
P.O. Box 1459
Winterville, NC 28590

Dear Mayor Jackson,

I would like to congratulate the Town of Winterville for being awarded \$5 million to finance the Nobel Canal watershed drainage study. This study will serve as a great example of reducing floods in the Town of Winterville and surrounding areas. I hope this award will be a reminder to the citizens of Winterville that it is truly a remarkable and growing community that will continue to develop and flourish. Furthermore, I hope the knowledge and experience gained from this study will be an asset to the state. Again, congratulations on the award from the Governor of North Carolina, and thank you for your service to the citizens of Winterville.

Sincerely,

Donald G. Davis



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: OI

Meeting Date: November 9, 2015

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: Update on Traffic Calming Study – Canterbury, Clevewood and Railroad Street

Action Requested: N/A

Attachments: Copy of Survey posted on Website and sent to Applicable Residents will be handed out at the next Town Meeting with Results to Date

Prepared By: Terri L. Parker, Town Manager

Date: 11/6/2015

ABSTRACT ROUTING:

TC 11/6/2015jjs

FD _____

TM 11/6/2015

Final

Supporting Documentation

Staff will give Council an update (at the 60 day timeframe) on the status of this study.



Town of Winterville Town Council Agenda

Item Section: Ne

Meeting Date: November 9, 2015

Presenter: Councilman Tony Moore

Item to be Considered

Subject: Painting of Line in Town Hall Parking Lot

Action Requested: Council Direction if Applicable

Attachments: N/A

Prepared By: Jasman J. Smith, CMC, NCCMC

Date: 11/5

ABSTRACT ROUTING:

TC 11/5/2015-JJS

FD _____

TM tlp – 11/5/2015

Final

Supporting Documentation

Councilman Tony Moore requested this item to be placed on the agenda concerning having painted in the Town Hall's parking lot.