



TOWN COUNCIL AGENDA

July 10, 2017 - 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 OF EMPLOYEES:** Ron Mills, Electric Lineman, Second Class and Randall Rouse, Electric Lineman, Second Class – NCAMES Competition.
- VII. **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.*
- VIII. **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. Cooper Island Development, LLC. Rezoning – Set a Public Hearing Date – 9/11/2017.
 2. Laurie Meadows Rezoning – Set a Public Hearing Date – 9-11-2017.
 3. Watermelon Festival Parade Permit – August 27, 2017 – 10 am.
 4. Approval of 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 Traffic Patterns from August 24th-26th, 2017 in support of the 2017 Watermelon Festival.
 3. Approval of Request from the Watermelon Festival Committee to Suspend the Winterville Park Hours Limitation for August 24th-26th, 2017.
 4. Approval of Request from the Watermelon Festival Committee to Grant an exemption from the Noise Ordinance application and restrictions the ordinance may entail for Festival concerts or other associated festival events to include any Administration Fee associated with associated permit application.
 5. Approval of Request from the Winterville Watermelon Festival Committee for the Placement of Signs and Banners on Town Property and Public Right-of-Ways.
 6. Approval of Request from the Winterville Watermelon Festival Committee for the usage of the Parks and Recreation Bathroom facilities from August 24, 2017 to August 26, 2017.

7. Reinstatement of Part-Time Fire Coverage from 12 hours a day/five (5) days a week to 24 hours a day/seven (7) days a week.
8. Budget Amendment 2017-2018-01.
9. Schedule Public Hearing Dates for two (2) Minimum Housing Cases for September 11, 2017.

IX. OLD BUSINESS:

1. Discussion of Proposed Ordinance Amendment Allowing Backyard Chicken and Honey Bees.
2. Award of Janitorial Contract to A&B Cleaning.
3. Sewer Regional Lift Station and Collection System Rehabilitation – Contract Award to Ralph Hodge Construction Company.
4. Water – Asset Inventory and Assessment – Resolution Accepting Grant Offer.

X. NEW BUSINESS:

1. Brookfield Subdivision, Section 3 Final Plat.
2. Jack T. Brock Recombination Plat.
3. Jack T. Brock, Gary J. & Ellen R. Brock Final Plat.
4. Gary J. & Ellen R. Brock Annexation.
5. 2017 Street Improvements Project Engineering Contract Amendment No. 1.
6. Fees for Street Signs and Stops Signs in New Developments.

XI. OTHER AGENDA ITEMS.

XII. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS.

XIII. REPORTS FROM DEPARTMENT HEADS:

Update on Projects Currently Underway:	Regional Sewer Pump Station Project Nobel Canal Drainage Basin Study Water Tank Rehabilitation Project NTE Plant Construction Project Minimum Housing/Code Enforcement Junk Car Enforcement Project Urgent Repair Program
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XIV. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.

XV. CLOSED SESSION: Pursuant to NCGS §143-318.11 (a)(5): To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the 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. (McLawhorn Property).

XVI. ANNOUNCEMENTS:

1. Parks and Recreation Glow Party – July 14, 2017 at 8 pm – Winterville Recreation Park Amphitheatre.
2. Planning Board Meeting – July 17, 2017 at 7 pm - Town Hall Assembly Room.
3. Board of Adjustment Meeting – July 18, 2017 at 7 pm - Town Hall Assembly Room.
4. Youth Council Meeting – July 27, 2017 - Town Hall Assembly Room.
5. Back to School Bash/National Night Out – August 1, 2017 at 6 pm – Winterville Recreation Park.
6. NO AUGUST REGULAR COUNCIL MEETING.
7. Planning Board Meeting – August 21, 2017 at 7 pm – Town Hall Assembly Room.
8. Board of Adjustment Meeting – August 22, 2017 at 7 pm – Town Hall Assembly Room.

9. Winterville Watermelon Festival – August 24-26, 2017 – Winterville Recreation Park.
10. Youth Council Meeting – August 24, 2017 – Location TBA.
11. Market on the Square – Every Thursday – 4 pm to 8 pm – Corner of Main and Church Streets.

XVIII. **ADJOURN.**

SPECIAL NOTICE: *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Acting Town Clerk, Amy Barrow at 215-2342 at least forty-eight (48) hours prior to the meeting. (Americans with Disabilities Act (ADA) 1991.)*



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Recognition

Meeting Date: July 10, 2017

Presenter: Robert Sutton, Electric Director

Item to be Considered

Subject: Ron Mills and Randall Rouse NCAMES Competition.

Action Requested: Recognition of Employees and Presentation of Plaques.

Attachments: N/A.

Prepared By: Robert Sutton, Electric Director

Date: 7/3/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM tlp - 7/6/2017

Final tlp - 7/6/2017

Supporting Documentation

The Town of Winterville is a member of the North Carolina Association of Municipal Electric Systems (NCAMES). The purpose of the organization is to train and educate staff, develop safety standards and expose innovative technologies and methodologies to its members. The organization also conducts an annual convention that includes training seminars and a Lineman's Rodeo competition. This year's event was held in New Bern, NC.

Two Town employees, Ron Mills and Randall Rouse, both Electric Linemen, Second Class, competed in the four events of the Lineman's Rodeo against representatives from other municipal electric systems. This was the first time in many years the Town of Winterville fielded a team for the event. Ron and Randall formed a very effective and competitive team while representing our Town in an admirable and professional manner.

Ron and Randall trained several months for the events. The two employees constructed a small training area complete with poles, wire, transformers, etc., near the Church Street substation. All equipment in the training area is non-energized. The training area allows staff an environment to develop skill sets required for safe and effective power line maintenance and construction. It also affords employees an area to work on the competitive components that they will be judged on during the Rodeo.

Budgetary Impact: N/A.

Recommendation: N/A.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Cooper Island Development Rezoning.

Action Requested: Schedule Public Hearing for September Council Meeting.

Attachments: Rezoning Map, Rezoning Application and Conditional Use District Details.

Prepared By: Stephen Penn, Economic Development Planner

Date: 6/28/2017

ABSTRACT ROUTING:

TC

FD

TM 7/7/2017

Final 7/7/2017

Supporting Documentation

Cooper Island Development Rezoning:

Location: Parcel #25766; Located on the north-west corner of Old Tar Road and Laurie Ellis Road.

Current Zoning: Agricultural-Residential.

Size: 23.865 acres.

Proposed Zoning: R-10 Conditional Use District (R-10 CUD). (To align with the Brookfield Subdivision to the northern boundary). R-10 CUD:

The Conditional Use will Require: (2 requirements).

1. All homes shall have a minimum of 1,525 sq. ft. of heated space;
2. All homes shall have combination brick and vinyl fronts.

All other zoning regulations will be in accordance to an R-10 Zoning District.

* P&Z recommended approval of the rezoning at their June Meeting.

*Letters were mailed to all adjacent property owners and owners within 100' of the property for the P&Z meeting. Letters and notice will occur for the Public Hearing. This letter and records are held at the Winterville Town Hall Planning Office.

Budgetary Impact: TBD.

Recommendation: Schedule a Public Hearing for September.



**REZONING APPLICATION
TOWN OF WINTERVILLE**

2571 Railroad Steet
P O Box 1459
Winterville, NC 28590
Phone: (252) 756-2221

Staff Use Only
Appl. # _____

OWNERSHIP INFORMATION:

Applicant: Baldwin Design Consultants, PA

Address: 1700-D East Arlington Blvd, Greenville, NC 27858

Phone #: 252-756-1390

Owner: Kenneth G. Harris III and Wanda Harris Spong

Address: 4498 Rolling Meadows, Ellicott City, MC 21043

Phone #: 252-756-1119

PROPERTY INFORMATION

Parcel #: 25766 Area (square feet or acres): 23.865 acres

Current Land Use: Vacant

Location of Property: Off northwestern intersection of NCSR 1713 (Laurie Ellis Road) and NCSR 1700 (Old Tar Rd)

ZONING REQUEST

Existing Zoning: AR Requested Zoning: R-10 CUD

Reason for zoning change: Proposed zoning change would allow property to be developed in harmony with surrounding uses such as the residential uses to the north.

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, Michael W. Baldwin, being the Owner or Agent (if Agent, complete section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for 07 / 17 / 17.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance may result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

[Signature] 6/6/17
Signature Date

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

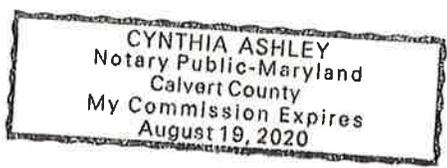
I, Kenneth G. Harris III and Wanda H. Spong, being the Owner of the property described herein, do hereby authorize Michael W. Baldwin as agent for the purpose of this application.

Kenneth G. Harris III 6/6/17
Signature Date

Sworn to and subscribed before me, this 7 day of June, 2017.

Cynthia Ashley
Notary Public

My Commission Expires:
8-19-20



OWNER/AGENT STATEMENT

I, Michael W. Baldwin, being the Owner or Agent (if Agent, complete section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for 07 / 17 / 17.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance may result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

[Signature] 6/6/17
Signature Date

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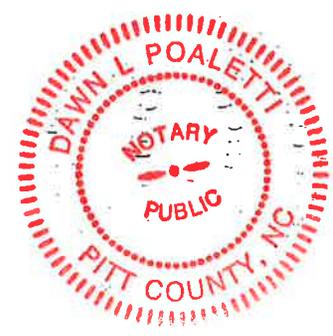
I, Kenneth G. Harris III and Wanda H. Spong, being the Owner of the property described herein, do hereby authorize Michael W. Baldwin as agent for the purpose of this application.

[Signature: Wanda H. Spong] ~~SIGN~~ 6/7/17
Signature Date

Sworn to and subscribed before me, this 7 day of June, 2017.

[Signature: Dawn L. Poalatti]
Notary Public

My Commission Expires:
03/28/2019



**TOWN OF WINTERVILLE
APPLICATION FOR A CONDITIONAL USE DISTRICT
CONDITIONAL USE PERMIT**

Date Submitted: 6/5/17

To The Mayor and Board of Aldermen:

The undersigned respectfully requests that the Board of Aldermen, pursuant to Section 13.7 of the Zoning Ordinance, authorize the issuance of a Conditional Use Permit for the following use(s) subject to the following conditions:

USE(S):

Single Family Residential

CONDITION(S):

- Heated area of houses will be 1525 sf or greater. Houses will have a combination of brick and vinyl fronts.

The property is located at NCSR 1700 (Old Tar Road) and NCSR 1713 (Laurie Ellis Road). It is further described as Pitt County Tax Parcel No. 25766

The property is owned by Kenneth G. Harris, III and Wanda Harris Spong as shown on the attached map.

An application has been duly filed requesting that the property involved in this application be rezoned from AR to R-10 CUD. It is understood and acknowledged that if the property is rezoned as requested and the Conditional Use Permit authorized, the property involved in this request will be perpetually bound to the use(s) authorized and subject to such condition(s) as imposed, unless subsequently changed or amended as provided for in the Zoning Ordinance. It is further understood and acknowledged that final plans for any development to be made pursuant to such Conditional Use Permit so authorized shall be submitted to the Town for review in the same manner as other Development Plans now required to be approved by the Town.

Kenneth Harris III

Signature of Property Owner

Wanda Harris Spong

Signature of Property Owner

4498 Rolling Meadows, Ellicott City, MD 21043
Address

252-756-1119
Telephone #

Application No. _____

Staff Use Only

Appl. #: _____ Fee Amount _____ Date Paid _____

Planning Board Recommendation: APPROVED Meeting Date: _____
DENIED

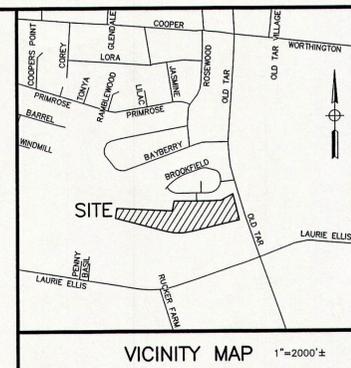
Conditions/Comments: _____

Board of Aldermen Decision: APPROVED Meeting Date: _____
DENIED

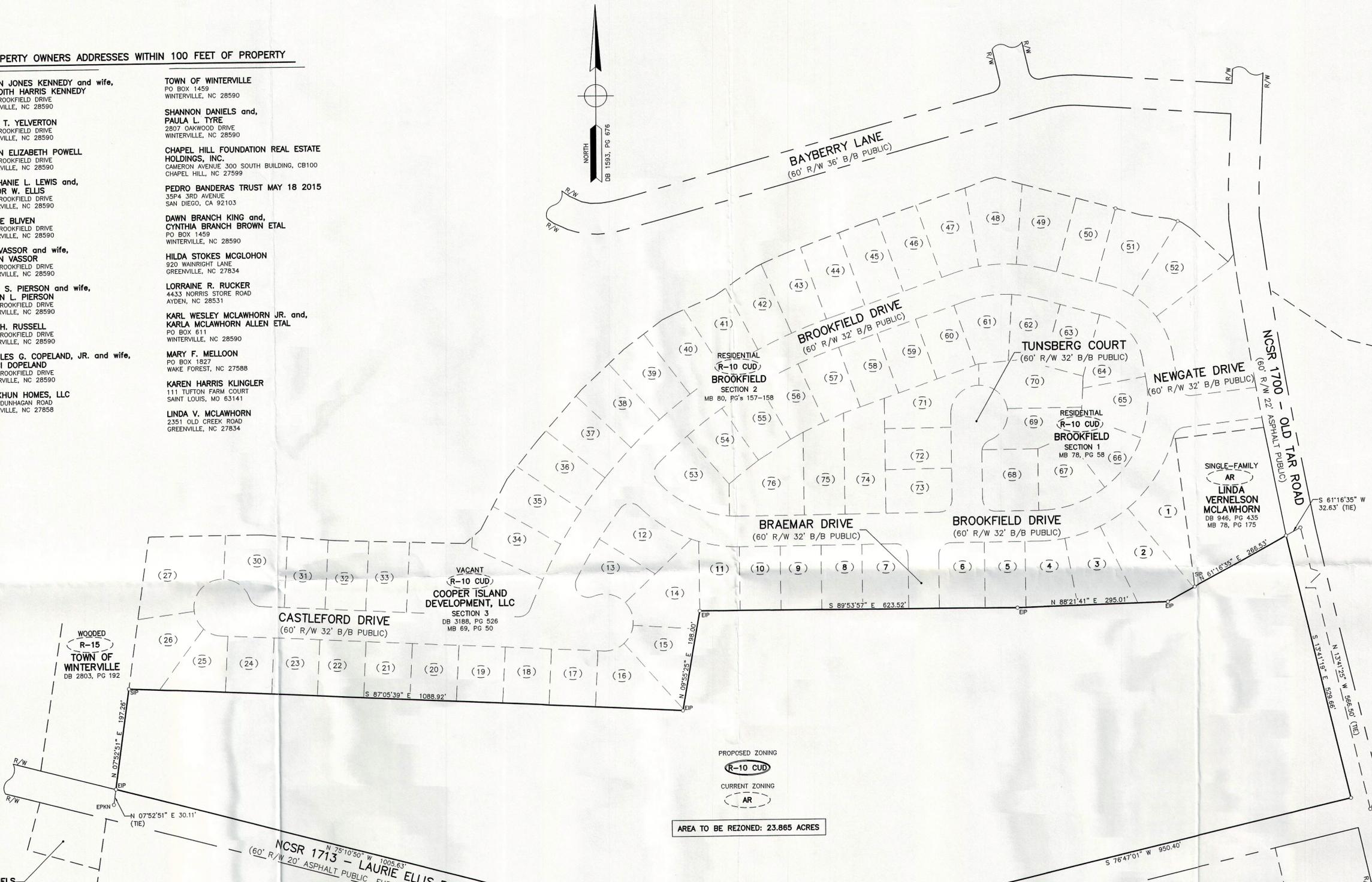
Conditions/Comments: _____

PROPERTY OWNERS ADDRESSES WITHIN 100 FEET OF PROPERTY

- (1) JUSTIN JONES KENNEDY and wife, MEREDITH HARRIS KENNEDY
639 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (2) TAKIA T. YELVERTON
645 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (3) MEGAN ELIZABETH POWELL
651 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (4) STEPHANIE L. LEWIS and, TAYLOR W. ELLIS
639 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (5) LAURIE BLIVEN
661 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (6) JOE VASSOR and wife, KAREN VASSOR
920 WAINRIGHT LANE
WINTERVILLE, NC 28590
 - (7) CORY S. PIERSON and wife, MEGAN L. PIERSON
683 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (8) SUE H. RUSSELL
689 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (9) CHARLES G. COPELAND, JR. and wife, MARCI DOPELAND
695 BROOKFIELD DRIVE
WINTERVILLE, NC 28590
 - (10) (11) WILKHUN HOMES, LLC
4226 DUNHAM ROAD
GREENVILLE, NC 27858
- TOWN OF WINTERVILLE
PO BOX 1459
WINTERVILLE, NC 28590
 - SHANNON DANIELS and, PAULA L. TYRE
2807 OAKWOOD DRIVE
WINTERVILLE, NC 28590
 - CHAPEL HILL FOUNDATION REAL ESTATE HOLDINGS, INC.
CAMERON AVENUE 300 SOUTH BUILDING, CB100
CHAPEL HILL, NC 27599
 - PEDRO BANDERAS TRUST MAY 18 2015
35P4 3RD AVENUE
SAN DIEGO, CA 92103
 - DAWN BRANCH KING and, CYNTHIA BRANCH BROWN ETAL
PO BOX 1459
WINTERVILLE, NC 28590
 - HILDA STOKES MCGLOHON
920 WAINRIGHT LANE
GREENVILLE, NC 27834
 - LORRAINE R. RUCKER
4433 NORRIS STORE ROAD
AYDEN, NC 28531
 - KARL WESLEY MCLAWHORN JR. and, KARLA MCLAWHORN ALLEN ETAL
PO BOX 611
WINTERVILLE, NC 28590
 - MARY F. MELLOON
PO BOX 1827
WAKE FOREST, NC 27588
 - KAREN HARRIS KLINGLER
111 TUFTON FARM COURT
SAINT LOUIS, MO 63141
 - LINDA V. MCLAWHORN
2351 OLD CREEK ROAD
GREENVILLE, NC 27834



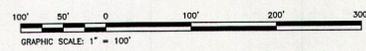
- LEGEND**
- R/W = RIGHT-OF-WAY
 - EIP = EXISTING IRON PIPE
 - EIS = EXISTING IRON STAKE
 - SIP = SET IRON PIPE
 - ECM = EXISTING CONCRETE MONUMENT
 - C/L = CENTERLINE
 - DB = DEED BOOK
 - NPS = NO POINT SET
 - EPKN = EXISTING PARKER KALON NAIL
 - - - = NOT TO SCALE
- NOTES**
1. ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
 2. REFERENCE: MAP BOOK 1593, PAGE 676 OF THE PITT COUNTY REGISTER OF DEEDS.



PROPOSED ZONING
(R-10 CUD)
CURRENT ZONING
(AR)
AREA TO BE REZONED: 23.865 ACRES

COURSE	BEARING	DISTANCE
L1	S 77°22'50" W	49.45'
L2	S 78°39'10" W	48.98'
L3	S 81°21'39" W	48.49'
L4	S 84°19'25" W	48.41'
L5	S 87°18'38" W	48.45'
L6	N 89°45'12" W	48.44'
L7	N 86°51'11" W	48.35'
L8	N 83°37'20" W	48.28'
L9	N 80°21'59" W	48.39'
L10	N 77°27'14" W	48.84'
L11	N 76°03'57" W	49.35'

SINGLE-FAMILY AR
KARL WESLEY MCLAWHORN JR. and, KARLA MCLAWHORN ALLEN ETAL
ESTATE FILE 2003, PG 691



SHEET 1 OF 1
REZONING MAP
PARCEL #25766
TAX MAP #4674-97-7236

COOPER ISLAND DEVELOPMENT, LLC

REFERENCE: DEED BOOK 3536, PAGE 13 OF THE PITT COUNTY REGISTER OF DEEDS
WINTERVILLE TOWNSHIP, PITT COUNTY, N.C.
OWNER: KENNETH G. HARRIS, III and WANDA HARRIS SPONG
ADDRESS: 4498 ROLLING MEADOWS ELLICOTT CITY, MD 21043
PHONE: (252) 756-1119



CLOSURE CHECK BOUNDARY		Baldwin Design Consultants, PA ENGINEERING - LAND PLANNING - SURVEYING 708-D CROMWELL DRIVE GREENVILLE, NC 27858 252.756.1390	SURVEYED: N/A	APPROVED: MWB
CHECKED: MAH	DATE: 05/18/2017		DRAWN: MAH	DATE: 05/22/2017
			CHECKED: MWB	SCALE: 1" = 100'

Y:\DRAWINGS\07-067 BROOKFIELD\SECTION 4\SHEETS\REZONING MAP.dwg Tue, Jun 06, 2017 11:19:00 AM MHERREICION



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Laurie Meadows Rezoning.

Action Requested: Schedule Public Hearing for September Council Meeting.

Attachments: Rezoning Map, Rezoning Application and Conditional Use District Details.

Prepared By: Stephen Penn, Economic Development Planner

Date: 6/28/2017

ABSTRACT ROUTING:

TC

FD

TM 7/7/2017

Final 7/7/2017

Supporting Documentation

Laurie Meadows (Parcel Number 36357) Rezoning:

Location: Parcel #36357; Located in the rear portion of Laurie Meadows. Between Laurie Meadows and Mellon Downs.

Current Zoning: R-12.5. Size: 1.48 acres.

Proposed Zoning: R-10 Conditional Use District (R-10 CUD). (To align with the rest of the Laurie Meadows Subdivision) Rezoning is required for the upcoming Final Plat of Laurie meadows. .

Laurie Meadows R-10 CUD is attached (the original CUD was issued in 2006) . The following items will be subject to the new rezoned parcel:

1. The minimum lot size within the subject property shall be 12,500 square feet;
2. A minimum of thirty percent (30%) of the residences to be constructed shall be not less than 1,500 sq. ft. heated space; a minimum of thirty percent (30%) of the residences to be constructed shall be not less than 1,600 sq. ft. heated space; a minimum of thirty percent (30%) of the residences to be constructed shall be not less than 1,700 sq. ft. heated space;

All other zoning regulations will be in accordance to an R-10 Zoning District.

* P&Z will review the proposal at their July meeting. Their decision will be presented for the Public Hearing.

Budgetary Impact: TBD.

Recommendation: Schedule Public Hearing for September.

**Town of Winterville
Conditional Use District
Conditional Use Permit CUD-02-031003**

This permit is issued under the terms of Article XIII, Section 13.7 and all other applicable provisions of the Zoning Ordinance of the Town of Winterville.

This Permit was authorized by Ordinance No. 03-0-06 adopted by the Winterville Board of Aldermen on March 10, 2003.

Applicant: Karl W. McLawhorn

Zoning Classification: R-10 Conditional Use District

Property Description:

All of that parcel of land lying and being in Winterville Township, Pitt County, North Carolina and being further located as follows:

Commencing at a tie point, an NCGS monument referenced as "Winterville" and having coordinates of N = 653,551.7047 and E = 2,473,782.2440; thence South 21 degrees 33 minutes 03 seconds East, 6,701.58 feet to a P.K. Nail set in the centerline of NCSR 1713-Laurie Ellis Road; thence South 01 degrees 01 minutes 04 seconds West, 30.08 feet to a Re-bar set in the southern right of way of NCSR 1713-Laurie Ellis Road, being the Point of Beginning and being a corner of Karl W. McLawhorn property and the northeast corner of Linwood E. Wetherington property as recorded in deed book 860, page 816; thence continuing along the southern right of way of NCSR 1713-Laurie Ellis Road with a curve of having a radius of 1,078.39 feet, a chord bearing of South 86 degrees 51 minutes 30 seconds East, a chord distance of 74.28 feet and an arc length of 74.29 feet to a Re-bar set in the southern right of way of NCSR 1713-Laurie Ellis Road; thence continuing along the southern right of way of NCSR 1713-Laurie Ellis Road South 88 degrees 49 minutes 55 seconds East, 445.02 feet to a Re-bar set in the southern right of way of NCSR 1713-Laurie Ellis Road; thence continuing along the southern right of way of NCSR 1713-Laurie Ellis Road with a curve of having a radius of 2,970.06 feet, a chord bearing of South 85 degrees 36 minutes 31 seconds East, a chord distance of 334.01 feet and an arc length of 334.18 feet to a Re-bar set in the southern right of way of NCSR 1713-Laurie Ellis Road, being the corner of Karl W. McLawhorn property and northwest corner of Pearlle W. Rogerson property as recorded in deed book B-38, page 237; thence leaving the southern right of way of NCSR 1713-Laurie Ellis Road and continuing with Pearlle W. Rogerson property line South 01 degrees 10 minutes 58 seconds West, 212.78 feet to a Re-bar set, being the corner of Karl W. McLawhorn property and southwest corner of Pearlle W. Rogerson property; thence continuing with Pearlle W. Rogerson property line South 88 degrees 44 minutes 02 seconds East, 100.00 feet to a Re-bar set, being the corner of Karl W. McLawhorn property and southeast corner of Pearlle W. Rogerson property and a corner of the James D. Mellon, Jr. ET. AL. property as recorded in deed book 1048, page 478; thence continuing with the James D. Mellon, Jr. ET. AL. property line South 01 degrees 10 minutes 58 seconds West, 1,502.76 feet to an existing iron pipe, being the corner of Karl W. McLawhorn property and the southwest corner of the James D. Mellon, Jr. ET. AL. property and a corner of the Roy C. Mills

property as recorded in deed book M-37, page 440; thence continuing with the Roy C. Mills property line North 89 degrees 58 minutes 33 seconds West, 1,012.63 feet to an existing concrete monument, being the corner of Karl W. McLawhorn property and the northwest corner of the Roy C. Mills property and a corner of the Theradline H. Forbes property as recorded in will book 99E, page 121; thence continuing with the Theradline H. Forbes property line, then the Patricia H. White property line, and then the Earl W. McLawhorn property line North 01 degrees 02 minutes 52 seconds East, 451.17 feet to an existing iron pipe, being the corner of Karl W. McLawhorn property and the northeast corner of Earl W. McLawhorn property as recorded in deed book 550, page 195 and the southeast corner of the R.T. Development property as recorded in map book 58, page 67; thence continuing with the R.T. Development property line North 00 degrees 46 minutes 36 seconds East, 590.00 feet to a Re-bar set, being a corner of Karl W. McLawhorn property and R.T. Development property; thence continuing with the R.T. Development property line North 89 degrees 28 minutes 33 seconds West, 33.00 feet to a Re-bar set, being a corner of Karl W. McLawhorn property and R.T. Development property; thence continuing with the R.T. Development property line and then the Williams & Hill Builders, LLC property line North 01 degrees 01 minutes 04 seconds East, 527.93 feet to a Re-bar set, being a corner of Karl W. McLawhorn property, the Williams & Hill Builders, LLC property as recorded in deed book 1410, page 804 and the Linwood E. Wetherington southwest corner; thence continuing with the Linwood E. Wetherington property line South 88 degrees 58 minutes 56 seconds East, 100.00 feet to a Re-bar set, being a corner of Karl W. McLawhorn property and the Linwood E. Wetherington southeast corner; thence continuing with the Linwood E. Wetherington property line North 01 degrees 01 minutes 04 seconds East, 188.28 feet to the Point of Beginning, containing 40.23 acres more or less, all as being shown on map by H.C. Harris, Jr. Engineering & Surveying, P.A., Project Number 02076, dated January 24, 2003.

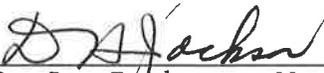
The USES authorized under this permit are as follows:

Single Family Residential

The CONDITIONS to which this permit is subject are as follows:

- a) The minimum lot size within the subject property shall be 12,500 square feet;
- b) A minimum of thirty percent (30%) of the residences to be constructed shall be not less than 1,500 sq. ft. heated space; a minimum of thirty percent (30%) of the residences to be constructed shall be not less than 1,600 sq. ft. heated space; and a minimum of thirty percent (30%) of the residences to be constructed shall be not less than 1,700 sq. ft. heated space;
- c) Final development shall be in basic compliance with the preliminary site plan submitted with the application, however, the subdivision plan shall be revised such that no lot is less than 12,500 square feet in area and a street connector shall be provided for connection to the adjoining property to the west of the subject property;
- d) A buffer berm shall be installed between the subject property and the road frontage of Laurie Ellis Road and the adjoining Pearlle W. Rogerson Property and the adjoining Linwood E. Wetherington Property; The berm shall be

constructed in accordance with the minimum standards set out in the Zoning Ordinance.



D. A. Jackson, Mayor

ATTEST:



Tangi Williams, Town Clerk

Permit No. CUD-02-031003



THOMAS ENGINEERING, PA *est 1983*
civil engineering • land development • project management

Emailed

June 30, 2017

To: Town of Winterville
2571 Railroad Street
PO Box 1459
Winterville, NC 28590-1459

Attn: Stephen Penn
Planning Director

Re: Rezoning Application
Parcel 36357
Laurel Meadows Phase 3 Section B
Winterville, NC

Dear Stephen,

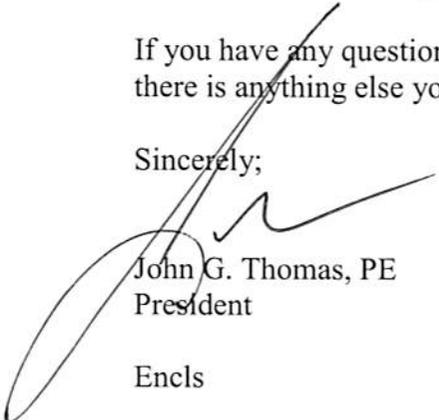
Attached is the complete "Rezoning Application" for the referenced tract, including the map (Exhibit "A"), the legal description (Exhibit "B"), and the list of names and addresses of owners and adjacent property owners (Exhibit C).

I am today placing in the mail the filling fee in the amount of \$424.00.

This is being submitted for consideration at the regularly scheduled meeting of the Town of Winterville Planning Board on July 17, 2017.

If you have any questions or comments, please do not hesitate to call. Let me know if there is anything else you need.

Sincerely;



John G. Thomas, PE
President

Encls



REZONING APPLICATION
TOWN OF WINTERVILLE
2571 Railroad Steet
P O Box 1459
Winterville, NC 28590
Phone: (252) 756-2221

Staff Use Only
Appl. # _____

OWNERSHIP INFORMATION:

Applicant: NSD Company, Inc.

Address: P. O. Box 7227, Jacksonville, NC 28541

Phone #: 910-219-4770

Owner: A. Sydes Construction, Inc.

Address: P. O. Box 7122, Jacksonville, NC 28540

Phone #: 910-219-4770

PROPERTY INFORMATION

Parcel #: 36357 Area (square feet or acres): 1.48 acres

Current Land Use: Currently being developed as a single family residential subdivision (Laurie Meadows Phase 3B)

Location of Property: Located east of and at the end of the proposed Verbena Way extension

ZONING REQUEST

Existing Zoning: R-12.5 Requested Zoning: R-10 CUD

Reason for zoning change: This tract was transferred from the Mellon Downs Subdivision into the Laurie Meadows Phase Three Subdivision. The Laurie Meadows Subdivision is zoned and has been approved under the R-10 CUD zoning. This change is being requested to bring this parcel into conformity with the Laurie Meadows zoning.

This application shall be accompanied by the following items:

- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property;
- A list of the names and addresses of all owners of property involved in the map change and all adjoining property owners as shown on County tax records;
- A filing fee according to a regularly adopted Fee Schedule of the Town.

OWNER/AGENT STATEMENT

I, Nolan W. Sydes, being the Owner or Agent (if Agent, complete section below) request that the attached rezoning request be placed on the agenda of the Planning and Zoning Board meeting scheduled for July 17, 2017.

I understand that failure to address any item in the zoning amendment application requirements of the zoning ordinance may result in the rezoning request not meeting the minimum submission requirements and will be returned to me for revision and resubmission at the next regular review cycle.

Nolan W. Sydes Signature 06/30/2017 Date

NOTE: AGENTS ACTING ON BEHALF OF THE PROPERTY OWNER MUST HAVE A NOTARIZED STATEMENT FROM THE PROPERTY OWNER GIVING THEM THE AUTHORITY TO ACT ON THE OWNER'S BEHALF.

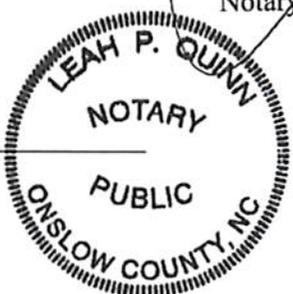
I, Anthony W. Sydes, being the Owner of the property described herein, do hereby authorize Nolan W. Sydes as agent for the purpose of this application.

Anthony W. Sydes Signature 06/30/2017 Date

Sworn to and subscribed before me, this 30th day of June, 2017.

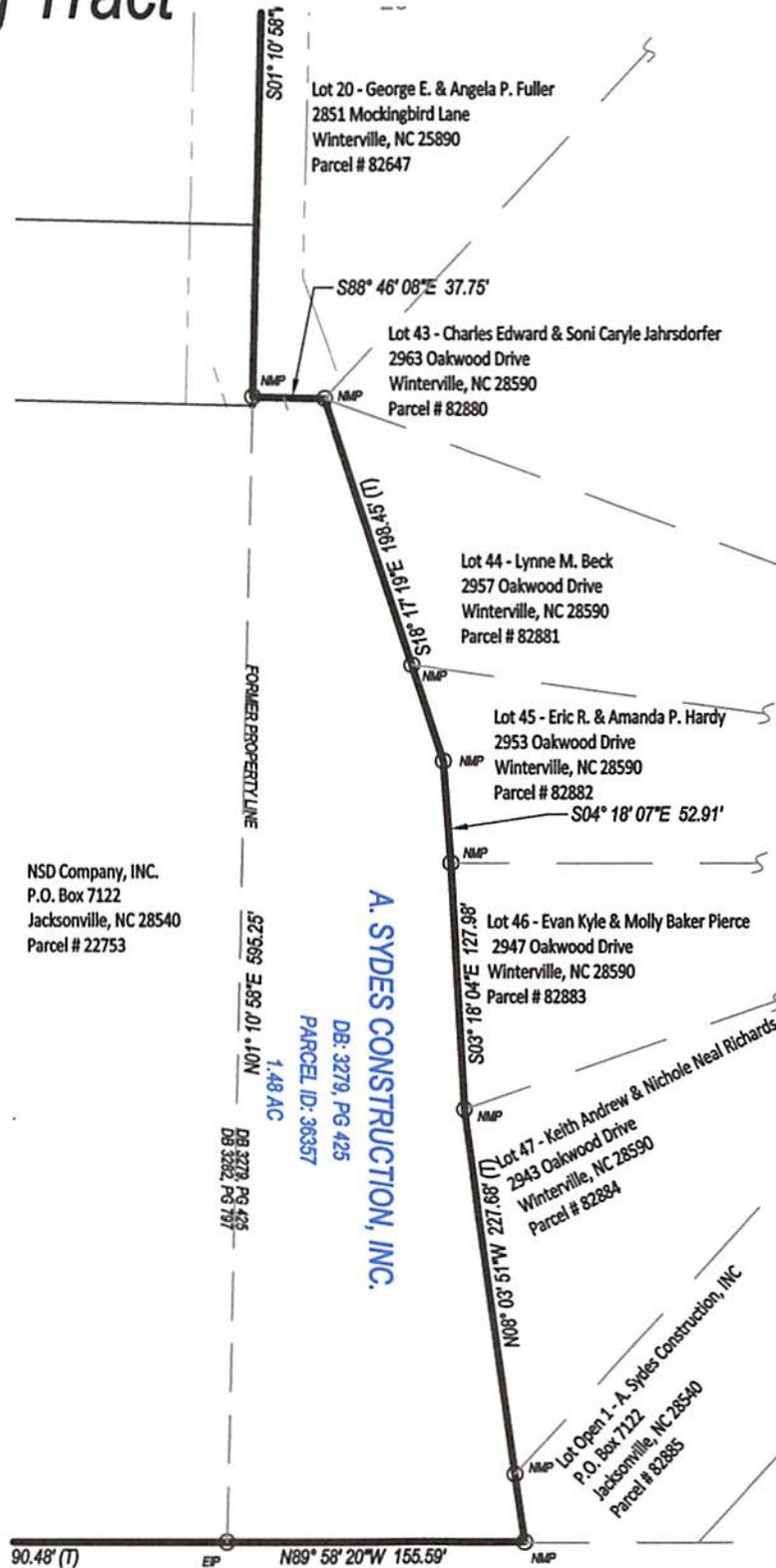
Leah P Quinn Notary Public Leah P Quinn

My Commission Expires: 12/14/2018



Laurie Meadows 3B Rezoning Tract

Exhibit "A"



PRELIMINARY PLAT
 Not for Recordation, Conveyances
 or Sales

Chapel Hill Foundation Real Estates Holding, Inc.
 300 South Building CN1000
 Chapel Hill, NC 27599
 Parcel # 15006

SCALE: 1" : 100'

GRAPHIC SCALE

NOTE: THIS SCALE APPLIES FOR
8.5" X 11" SHEETS ONLY.

EXHIBIT B

**Legal Description
Pitt County, North Carolina**

All that certain tract or parcel of land lying and being situate in Winterville Township, Pitt County, North Carolina, identified as Parcel Identification Number 36357; and being more particularly described as follows:

Beginning at a Point, said Point being located South 89 degrees 58 minutes 33 seconds East for a distance of 290.48 feet from the southeastern most corner of Lot 76 as shown on that certain plat entitled "Laurie Meadows Subdivision Phase 3A" as recorded in Book 81, Page 52 in the Pitt County Register of Deeds;

Thence, from said Point of Beginning, North 01 degrees 10 minutes 58 seconds East for a distance of 595.25 feet to a point;

Thence, South 88 degrees 46 minutes 08 seconds East for a distance of 37.75 feet to a point;

Thence, South 18 degrees 17 minutes 19 seconds East for a distance of 198.45 feet to a point;

Thence, South 04 degrees 18 minutes 07 seconds East for a distance of 52.91 feet to a point;

Thence, South 03 degrees 18 minutes 04 seconds East for a distance of 127.98 feet to a point;

Thence, South 08 degrees 03 minutes 51 seconds East for a distance of 227.68 feet to a point;

Thence, North 89 degrees 58 minutes 20 seconds West for a distance of 155.59 feet to a point;

Containing 1.48 acres, more or less.

Together with and subject to covenants, easements, and restrictions of record.

End of Legal Description

June 29, 2017

Exhibit C

Adjacent Properties (Tract 36357)

NSD Company, INC. P.O. Box 7122
Jacksonville, NC 28540
Parcel # 22753

Lot 20 - George E. & Angela P. Fuller - 2851 Mockingbird Lane
Winterville, NC 28590
Parcel # 82647

Lot 43 - Charles Edward & Soni Caryle Jahrsdorfer - 2963 Oakwood Drive
Winterville, NC 28590
Parcel # 82880

Lot 44 - Lynne M. Beck - 2957 Oakwood Drive
Winterville, NC 28590
Parcel # 82881

Lot 45 - Eric R. & Amanda P. Hardy - 2953 Oakwood Drive
Winterville, NC 28590
Parcel # 82882

Lot 46 - Evan Kyle & Molly Baker Pierce - 2947 Oakwood Drive
Winterville, NC 28590
Parcel # 82883

Lot 47 – Keith Andrew & Nichole Neal Richards - 2943 Oakwood Drive
Winterville, NC 28590
Parcel # 82884

Lot Open 1 – A. Sydes Construction, INC – P.O. Box 7122
Jacksonville, NC 28540
Parcel # 82885

Chapel Hill Foundation Real Estates Holding, INC. – 300 South Building CN1000
Chapel Hill, NC 27599
Parcel # 15006



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Ryan Willhite, Police Chief

Item to be Considered

Subject: The Town of Winterville Code of Ordinance section 96.04 requires person(s) wishing to engage in activities regulated by this ordinance to acquire a specific permit approved by the Chief of Police, or his designee. A permit granted under this section requires an administration fee of fifteen dollars (\$15.00). The Winterville Watermelon Festival Committee is requesting exemption from this fee.

Action Requested: Approval of Request.

Attachments: Parade Route Map.

Prepared By: Ryan C. Willhite, Chief of Police

Date: 6/26/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

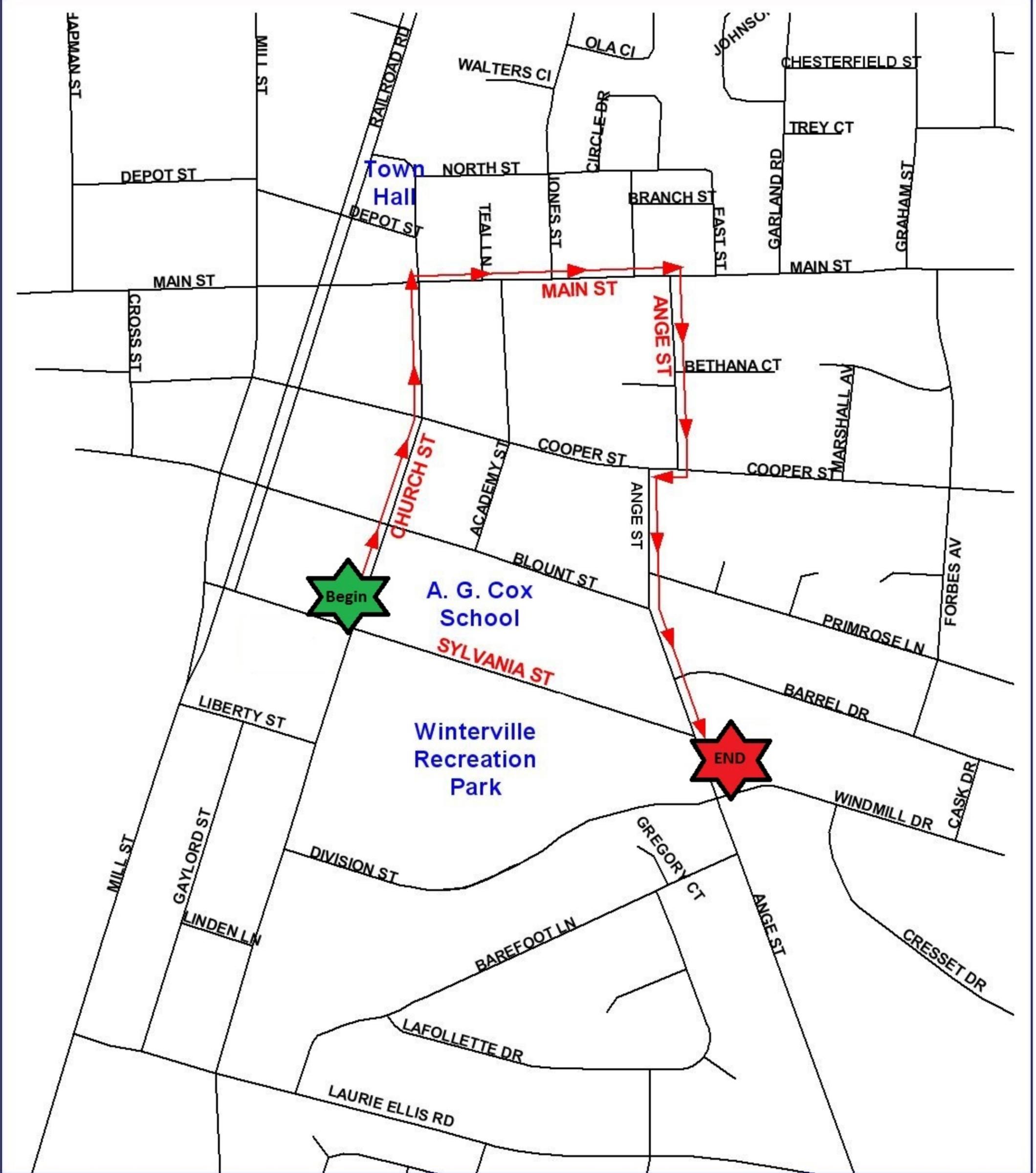
Final 7-6-2017

Supporting Documentation

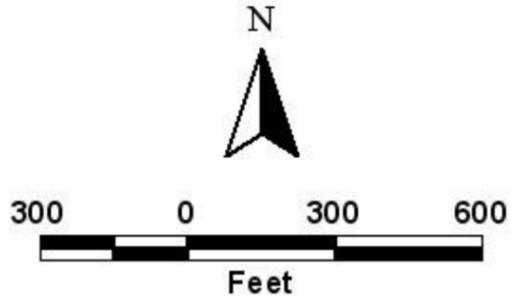
The code of ordinance requires all organizations that wish to hold a parade submit information describing the route, responsible persons and their contact numbers. The Town Council must approve the issuance of the permit based on this and any other information they request. The Winterville Watermelon Festival committee is expected to submit a parade application in the immediate future to the Chief of Police. The Organization's president is Alton Wadford. The parade contact person is Michelle Whaley. The organization's address and contact telephone numbers are on file at the Police Department, along with any other additional information that may be required to notify responsible parties. The date of the parade is August 27th, 2016 at 10am. The lineup will begin at 9:00am and will end at approximately 11:00am. The parade route is attached.

Budgetary Impact: N/A.

Recommendation: Approval.



Watermelon Festival Parade Route





**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Ryan Willhite, Chief of Police

Item to be Considered

Subject: Approval of 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 Traffic Patterns from August 24th-26th, 2017 in support of the 2017 Watermelon Festival.

Action Requested: Approval of Request.

Prepared By: Ryan C. Willhite, Chief of Police

Date: 6/26/2017

ABSTRACT ROUTING:

TC

FD

TM 7/06/2017

Final 7/6/2017

Supporting Documentation

The Winterville Watermelon Festival Committee request that the parking lot located at the Winterville Recreation Park be utilized for parking during the festival for the following: Handicapped, VIP, Employee, Bands, Vendors, Emergency Services, and other Festival staff. Additionally the Winterville Watermelon Festival Committee and the Chief of Police request a change in the following traffic patterns to help ensure public safety:

Sylvania Street- West bound vehicular traffic only from Ange Street to Church Street, and East bound pedestrian traffic only from Church Street to Ange Street.

- Thursday, August 24th 4:00pm until 12:00am.
- Friday, August 25th 4:00pm until 12:00am.
- Saturday, August 26th 3:00pm until 12:00am.

Division Street- From Church Street to Park entrance.

- Closed Thursday, August 24th at 4:00pm until 12:00am.
- Closed Friday, August 25th at 4:00pm until 12:00am.
- Closed Saturday, August 26th at 8:00am until 12:00am.

Barrel Street – From Ange Street to Forbes Street.

- No parking on south side of street during festival hours.
- No parking on south side of street during festival hours.

Windmill Street – From Ange Street to Forbes Street.

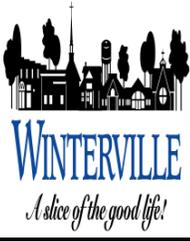
- No parking on south side of street during festival hours.

No parking on west side of Ange street from Blount street to Sylvania street.

** Note: Access to private residences on closed streets available by permits.*

In order to promote optimum traffic flow and public safety, changes to the Watermelon Festival Committee's request may be altered to accommodate Festival requirements.

Recommendation: Approval.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Ryan Willhite, Chief of Police

Item to be Considered

Subject: Approval of Request from the Watermelon Festival Committee to Suspend the Winterville Park Hours Limitation for August 24th-26th, 2017.

Action Requested: Approval of Request.

Attachments: N/A.

Prepared By: Ryan C. Willhite, Chief of Police

Date: 6/26/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

The Town of Winterville's policy states that the Winterville Recreation Park may not be used after the hours of 10:30pm. The Winterville Watermelon Festival Committee requests that his policy be suspended for the 2017 Winterville Watermelon Festival to be held August 24th-26th, 2017.

Budgetary Impact: N/A.

Recommendation: Approval.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Ryan Willhite, Chief of Police

Item to be Considered

Subject: Approval of Request from the Watermelon Festival Committee to Grant an exemption from the Noise Ordinance application and restrictions the ordinance may entail for Festival concerts or other associated festival events to include any Administration Fee associated with associated permit application.

Action Requested: Approval of Request.

Attachments: N/A.

Prepared By: Ryan C. Willhite, Chief of Police

Date: 6/26/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

The Town of Winterville Code of Ordinance section 96.04 requires person(s) wishing to engage in activities regulated by this ordinance to acquire a specific permit approved by the Chief of Police, or his designee. A permit granted under this section requires an administration fee of fifteen dollars (\$15.00). The Winterville Watermelon Festival Committee is requesting exemption from this fee as well as an exemption from the constraints of this ordinance for the 2017 Watermelon Festival.

Budgetary Impact: N/A.

Recommendation: Approval.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Ryan Willhite, Chief of Police

Item to be Considered

Subject: Approval of Request from the Winterville Watermelon Festival Committee for the Placement of Signs and Banners on Town Property and Public Right-of-Ways.

Action Requested: Approval of Request.

Attachments: N/A.

Prepared By: Ryan C. Willhite, Chief of Police

Date: 6/26/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

The Winterville Watermelon Festival Committee request approval for the placement of signs and Banners on town property and along public right-of-ways announcing the location and times for the upcoming 2017 Watermelon Festival. The signs will begin being erected on or about August 10th, 2017.

Budgetary Impact: N/A.

Recommendation: Approval.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Evan Johnston, Director of Parks & Recreation

Item to be Considered

Subject: Approval of Request from the Winterville Watermelon Festival Committee for the usage of the Parks and Recreation Bathroom facilities from August 24, 2017 to August 26, 2017.

Action Requested: Approve Request.

Attachments: N/A.

Prepared By: Evan Johnston, Director of Parks & Recreation

Date: 7/3/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

The Winterville Watermelon Festival Committee has requested the use of all bathrooms, two (2) men's and two (2) women's, at the Winterville Recreation Park during the Watermelon Festival. The scheduled request is as follows:

8/24/2017 – 5 pm to 11 pm

8/25/2017 – 5 pm to 11 pm

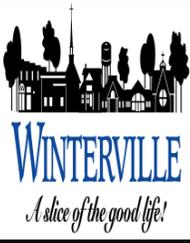
8/26/2017 – 9 am to 11 pm

The Festival Committee will provide all paper products and they will hire and provide janitorial services to keep the bathrooms clean during these times.

Recreation Staff has discussed this issue with the Watermelon Festival Committee. Staff requests approval of the Committee's Request.

Budgetary Impact: Cost of water and electricity used during the Festival Period.

Recommendation: Approve Request.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Terri L. Parker, Town Manager

Item to be Considered

Subject: Reinstatement of Part-Time Fire Coverage from 12 hours a day/five (5) days a week to 24 hours a day/seven (7) days a week.

Action Requested: Approval of Request.

Prepared By: Terri L. Parker Town Manager

Date: 7/3/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

As you will recall, approximately one-half way through the 2016-2017 Budget Year – Council appropriated some unspent salary money to take the part-time fire coverage from 12 hours Monday through Friday to 24 hours a day, seven (7) days a week. The cost for this was approximately \$50,000. To remind everyone how this is done – the Town has a handful of part-time engineers who work a schedule between their full time jobs and between all of them, one part-time person (who can drive a truck) was at the station 24 hours a day, seven (7) days a week.

The 24/7 coverage reverted to 12/5 coverage when FY 16-17 ended and the additional funding was not included in the Fire Department budget for FY 17-18.

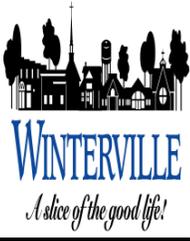
Since the Council passed the FY 17-18 budget on June 12, 2017, I have had an occasion to study this issue further and have some straightforward conversation with Chief Moore on the subject. In studying membership numbers and the qualifications of new members, it is apparent that though membership is not an issue, qualified drivers remains an issue. Ensuring that the Town has qualified firefighters and truck drivers to respond to all calls is of the utmost importance. Chief

Therefore, after much soul searching and consideration of what is truly best for the citizens of the Town, I am recommending the following:

The Town collected approximately \$100,000 more in ad valorem taxes than what we budgeted for FY 2016-2017. I hereby recommend that we reinstate the funding for part-time fire coverage to 24 hours a day, seven (7) days a week. The amount that will be included in the budget amendment in the Agenda packet to cover this item is \$99,907 for the 2017-2018 Fiscal Year. This funding will keep qualified drivers at the station to get a truck out to every first line call the Fire Department receives.

Budgetary Impact: This additional coverage will cost \$99,907 for FY 2017-2018. The addition of these moneys is found in the Budget Amendment, which is presented to you in the next Consent Item.

Recommendation: Approval of Request.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Anthony Bowers, Finance Director

Item to be Considered

Subject: Budget Amendment 2017-2018-01

Action Requested: Approve the budget amendment.

Attachments: Budget Amendment 17-18-01.

Prepared By: Anthony Bowers, Finance Director

Date: 7/3/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

This is the first budget amendment for the 2016-2017 Fiscal Year.

This amendment addresses the annual roll of open Purchase Orders from the prior year. Our process carries over only necessary open PO's into the next fiscal year. Once we have adopted the annual budget we then bring forward the items that were started in the prior year. The total across all funds is \$355,393.

This also includes Salaries and FICA for continuing 24 hour coverage for the Fire Department. The additional cost are \$99,907.

The final item addresses the budget for the AIA Asset Inventory grant. This grant has a total budget of \$180,000. \$150,000 of the funds are grant funds and \$30,000 are the required match from the Town.

Budgetary Impact: The total budget amendment is \$635,301.

Recommendation: Approve the Budget Amendment.

BUDGET ORDINANCE AMENDMENT 17-18-01

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, 2018:

SECTION 1. Revenues are to be changed as follows:

LINE ITEM DESCRIPTION		Fund	Increase	Decrease
Contribution from Fund Balance	10	3831 General	\$ 255,786	
Contribution from Fund Balance	15	3831 Recreation	\$ 12,325	
Contribution from Fund Balance	16	3831 Powell Bill	\$ 15,341	
Contribution from Fund Balance	60	3831 Electric	\$ 12,381	
Contribution from Fund Balance	61	3831 Water	\$ 30,000	
Misc. Grant Revenue	61	3415 Water	\$ 150,000	
Connection Fees	62	3922 Sewer	\$ 159,468	
Total			\$ 635,301	\$ -

SECTION 2. Appropriations are to be changed as follows:

LINE ITEM DESCRIPTION		Department	Fund	Increase	Decrease
Contracted Services	1041412002	4233 Admin	General	\$ 4,836	
Contracted Services	1041412004	4233 Finance	General	\$ 60,881	
CSX RR Crossing	1041950000	5126 Non Departmental	General	\$ 16,340	
Economic Development	1041950000	5135	General	\$ 12,742	
Maint and Repair of Equipment	1043432000	4225 Fire	General	\$ 500	
Maint and Repair of Vehicles	1043432000	4226 Fire	General	\$ 500	
Dues and Subscription	1043432000	4234 Fire	General	\$ 960	
Departmental Improvements	1043432000	4260 Fire	General	\$ 1,715	
New Equipment	1043432000	4274 Fire	General	\$ 57,404	
Salaries	1043432000	4120 Fire	General	\$ 92,722	
FICA	1043432000	4126 Fire	General	\$ 7,186	
Football	1560601000	4280 Recreation	Recreation	\$ 1,875	
Capital Outlay	1560601000	7150 Recreation	Recreation	\$ 10,450	
Engineering	1645451000	4232 Powell Bill	Powell Bill	\$ 15,341	
Supplies and Materials	6071711000	4230 Electric	Electric	\$ 6,096	
Capital Outlay	6080801000	7150 Electric	Electric	\$ 6,285	
Contracted Services	6273732020	4232 Sewer	Sewer	\$ 4,800	
AIA Grant	6273732020	6101 Sewer	Sewer	\$ 149,379	
Capital Outlay	6280801000	7150 Sewer	Sewer	\$ 5,289	
AIA Grant	6172721000	6101 Water	Water	\$ 180,000	
Total			\$ 635,301	\$ -	

Total

Adopted the 10th day of July 2017.

Mayor

Town Clerk



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: Schedule Public Hearing for Demolition of Dwellings Located at 97 Cooper Street and 2627 Academy Street

Action Requested: Schedule Public Hearing for September 11, 2017.

Attachments: N/A.

Prepared By: Ben Williams, Assistant Town Manager

Date: 7/7/2017

BSTRACT ROUTING:

TC _____

FD _____

TM 7/7/2017

Final 7/7/2017

Supporting Documentation

97 Cooper Street – On April 21, 2017, a hearing was held but the owner, any owner representative or any lien holder did not show for the hearing. A Finding of Facts and Order letter was sent to all involved parties associated with this property. The owner had until May 26, 2017 to repair or demolish the structure. The owner did not meet the required deadline.

2627 Academy Street – A hearing was held on April 21, 2017 to discuss the finding of facts with the owner and decide what needed to be done to satisfy the minimum housing code. A Finding of Facts and Order letter was sent to all involved parties associated with this property. The owner had until July 5, 2017 to repair or demolish the structure. The owner did not meet the required deadline.

The next step in the Minimum Housing process is to schedule a public hearing for the adoption of a Demolition Ordinance.

Budgetary Impact: TBD.

Recommendation: Schedule Public Hearing



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: July 10, 2017

Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Discussion of Proposed Ordinance Amendment Allowing Backyard Chickens & Honey Bees.

Action Requested: Council Direction if Applicable.

Prepared By: Stephen Penn, Economic Development Planner

Date: 7/3/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

Backyard Chicken Ordinance Proposal (If the Council desires to allow chickens):

- No more than 6 female chickens may be kept on a single lot or tract within the city so long as the chickens do not, by reason of noise, odor, or attraction of flies, mice or other pests, become a nuisance or health hazard.
 - (If we allow chickens I suggest we allow between 4 & 6 chickens.- SDP).
- Roosters are prohibited.
- All chicken coops/runs/enclosures must be fully enclosed and well ventilated as well as being constructed of materials conducive to regular cleaning.
- The enclosure shall have a minimum of ten square feet (10 sq. ft) for each chicken.
- All enclosures must be located in the rear yard and located at least fifteen feet (15') from all adjoining property lines. No chickens may be raised or used for a business/commercial use.
- At no time shall it be legal for the owner or keeper of chickens to permit an animal to be or run at large within the city or their property.
- Chickens shall only be permitted in single family or two family dwelling residential zoning districts.
- Chickens must be located on private property with the owner's consent.
- All enclosures must be maintained and hourly cleaned of all manure and other wastes at least twice each week. All waste material removed from the site shall be hauled off of the site or disposed of on-site in such a way that it does not cause odor or attract flies.

Backyard Beekeeping:

- Fence: 6' high fence. (This forces the bee flights paths to go above people-according to articles.)
- Must provide adequate water for bees on-site.
- Shall only be permitted in single family or two family dwelling residential zoning districts.
- Hives must be located in the rear yard at least twenty-five feet (25') from all adjoining property lines.
- If colony/race of bees is found to be inclined to sting, it should be destroyed or requeened with gentle stock.
- Maximum density is 3 colonies per ¼ acre.
- The keeping of wasps, hornets, Africanized bees and any other noxious insect is prohibited.
- Hives not being actively maintained shall be removed.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: July 3, 2017

Presenter: Robert Sutton, Electric Director

Item to be Considered

Subject: Award of Janitorial Contract to A & B Cleaning.

Action Requested: Directive for Awarding Contract.

Attachments: Two (2) Janitorial Contract Bids.

Prepared By: Robert Sutton, Electric Utility Director

Date: 7/3/2017

ABSTRACT ROUTING:

TC

FD

TM tlp – 7/6/2017

Final tlp – 7/6/2017

Supporting Documentation

The Town of Winterville initially advertised for its custodial contract in May of 2017. Staff also contacted via phone, email and site visits area contractors who provided this service. Only two bid packets were received after the advertisements, one from the current contractor A & B Janitorial and the other from McFarlin Landscaping and Contractors. Since the required three bids were not received, the bids were not opened and the contract was re-advertised.

Only two bids were received after the second round of advertising, again one each from A & B and McFarlin. A & B submitted the apparent low and responsible bid of \$4,075.12 per month or \$48,902.52 per year. McFarlin Contractor submitted a bid for \$38,294.00 per month.

Budgetary Impact: The FY 17-18 Budget allocated funding totaling \$42,000 for the Janitorial Contract. Staff believes the current budget is sufficient to cover the \$6,902.52 overage.

Recommendation: Awarding of the Janitorial Contract to A & B Cleaning.

JANITORIAL SERVICES BID SCHEDULE

#	Description	Location Per Month	Non-Scheduled Services per man-hour
1	Town Hall Building	\$ 1388. ¹⁰	\$ 8. ⁰⁰
2	Winterville Recreation Park	\$ 250. ⁰¹	\$ 8. ⁰⁰
3	Hillcrest	\$ 199. ⁵⁰	\$ 8. ⁰⁰
4	Library	\$ 502. ³⁴	\$ 8. ⁰⁰
5	Police/Fire/Rescue Station	\$ 800. ⁰¹	\$ 8. ⁰⁰
6	Public Works Facilities	\$ 200. ¹²	\$ 8. ⁰⁰
7	Electric Department Facilities	\$ 210. ⁰¹	\$ 8. ⁰⁰
8	Operations Center	\$ 525. ¹²	\$ 8. ⁰⁰
	Total Per Month	\$ 4,075. ¹²	
	Total Per Year	\$ 48,902. ⁵²	

Vendor Name: A & B Cleaning Service INC
 Address: 610 B Lynsdale Ct
 City: Greenville State: NC Zip Code: 27858
 Phone Number: 252-752-7222 Cell Number: 252-258-4649

Signature: Mani McKesson Date: 6-6-17

JANITORIAL SERVICES BID SCHEDULE

#	Description	Location Per Month	Non-Scheduled Services per man-hour
1	Town Hall Building	\$ 14,326.00	\$ 4,775.33
2	Winterville Recreation Park	\$ 6,000.00	\$ 2,000.00
3	Hillcrest	\$ 15,000.00	\$ 560.00
4	Library	\$ 6,000.00	\$ 2,000.00
5	Police/Fire/Rescue Station	\$ 36,716.00	\$ 12,238.67
6	Public Works Facilities	\$ 2,434.00	\$ 811.33
7	Electric Department Facilities	\$ 3,362.00	\$ 1,681.00
8	Operations Center	\$ 6,250.00	\$ 2,083.33
	Total Per Month	\$ 38,294.00	\$ 26,089.66
	Total Per Year	\$ 79,588.00	\$ 52,179.32

Vendor Name: Leroy McFarlin Jr.

Address: 2302 Old Courthouse Rd.

City: Greenville State: NC Zip Code: 27858

Phone Number: 252-320-2327 Cell Number: 252-320-2327

Signature: Leroy McFarlin Jr. Date: 6-6-17



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: July 10, 2017

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: Sewer Regional Lift Station and Collection System Rehabilitation – Contract Award.

Action Requested: Approve Award of Contract.

Attachments: Award Recommendation Letter from Engineer.

Prepared By: Ben Williams, Assistant Town Manager

Date: 7/3/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

The subject project includes but is not limited to the following: Replacement of 65 service laterals, 17 manhole replacements, abandon 10 manholes, 8 new manholes, replacement of approximately 5,000 linear feet of 8, 10, 12, and 15-inch gravity sewer line, abandon Craft Winds pump station, construction of new regional sewer lift station with duplex 350 gpm pumps, generator, SCADA, 5,820 linear feet of sewer force main.

Construction bids for the subject project were received on Thursday May 18, 2017. Two (2) bids were received with the low bidder being Ralph Hodge Construction Company in the amount of \$1,957,952.20. In order to realize project expenditure savings, a bid modification has been negotiated and will be necessary to outline adjustments to the contract and project total. The Wooten Company is recommending the award of the construction contract to Ralph Hodge Construction Company in the amount of \$1,902,692.20, contingent upon approval of the funding agency (NCDEQ – Division of Water Infrastructure – Clean Water State Revolving Fund).

Budgetary Impact: CWSRF Loan - \$1,901,692.20 Construction Contract paid from Sewer Fund Capital Project.

Recommendation: Conditional Award of Construction Contract to Ralph Hodge Construction Company.



June 6, 2017

Mr. Ben Williams
2571 Railroad Street
Winterville, NC 28590

RE: Recommendation for Construction Contract Award
New Regional Pump Station and Collection System Rehabilitation
Town of Winterville
TWC No. 2853-X

Mr. Williams:

Construction bids for the above-referenced project were received on Thursday, May 18, 2017. Two (2) bids were received. One from Ralph Hodge Construction Company in the amount of \$1,957,952.20 and one from ELJ, Inc. in the amount of \$2,420,920.00. In order to realize project expenditure savings, a Bid Modification will need to be executed. Attached to this letter is a Bid Modification form outlining adjustments to the project and the revised construction total. We are recommending award of the construction contract to Ralph Hodge Construction Company (Wilson, NC) based upon the acceptance of the Bid Modification in the amount of One Million Nine hundred and One Thousand, Six Hundred Ninety Two Dollars and Twenty Cents (\$1,901,692.20) and contingent upon concurrence from the Town Council and associated funding agency. The contractor meets the obligation of being the lowest responsive, responsible bidder.

A copy of the Certified Bid Tabulation, Unit Price Bid Summary, Bid Modification and Memorandum of Negotiation are enclosed for your reference.

If the Town of Winterville is in agreement with our recommendation, please sign and date all five (5) copies of the enclosed Notice of Award to Ralph Hodge Construction Company, and return all copies to our office at your earliest convenience.

If you have any questions, please contact our office.

Best Regards,

THE WOOTEN COMPANY

By: 
William A. Larsen, P. E.

WAL/gac

Enc: Bid Modification
Notice of Award
Certified Bid Tabulation
Unit Price Summary

Via: Email/Mail

Cc: TWC File

301 West 14th Street
Greenville, NC 27834

252.757.1096
Fax 252.757.3221



Notice of Award

Project: New Regional Pump Station and Collection System Rehabilitation	Date: June 6, 2017
Owner: Town of Winterville	Owner's Contract No.: N/A
Contract: 1	Engineer's Project No.: 2853-X
Bidder: Ralph Hodge Construction Company	
Bidder's Address: (send Certified Mail, Return Receipt Requested) 2101-F Miller Road	
Wilson, NC 27893	

You are notified that your Bid dated May 18, 2017 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for the following:

New Regional Pump Station and Collection System Rehabilitation

The Contract Price of your Contract is One Million Nine Hundred and One Thousand Six Hundred Ninety Two Dollars and Twenty Cents (\$1,901,692.20).

4 copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

4 sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within 10 days of the date you receive this Notice of Award.

1. Deliver to the Owner 4 fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract Bonds as specified in the Instructions to Bidders, General Conditions Paragraph 5.01, and Supplementary Conditions Paragraph SC-5.01.
3. Other conditions precedent:

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Town of Winterville
Owner
By: _____
Authorized Signature

Mayor
Title

Copy to Engineer

Acceptance of Notice By Contractor

Receipt of the above Notice of Award is hereby acknowledged by _____

this the _____ day of _____, 20__.

By: _____

Title: _____

Signature: _____

Town of Winterville
 New Regional Pump Station and Collection System Rehabilitation
 TWC Project No. 2853-X

BID DATE AND TIME: May 18, 2017 @ 2:00 p.m.

	CONTRACTORS	LIC. NO.	CLASS	BID BOND	DBE Aff. A or B	ADD No. 1	ADD No. 2	ADD No. 3	ADD No. 4	BASE BID PRICE	ADD ALT. A PRICE	SUB ALT. B PRICE	REMARKS
1	ELJ, Inc 133 Barring Cage Trail Jacksonville, NC 28540	47340	U/Bldg/PU	5%	A	✓	✓	✓	✓	\$2,420,920.00	\$32,600.00	\$43,500.00	
2	Ralph Hodge Construction Co. 2101-F Miller Road Wilson, NC 27894	6271	U/U	5%	A	✓	✓	✓	✓	\$1,957,952.20	\$52,275.00	\$68,730.00	Apparent Low Bidder

This is to certify that the bids received herein were publicly opened and read at 2:00 p.m. on 5/18/2017, in the Executive Conference Room located at 2571 Railroad Street, Winterville, NC and that all said bids were accompanied by either a certified check or bidder's bond except as otherwise noted.



THE WOOTEN COMPANY

301 Wood 14th Street, Commerce, NC 27824
 703.657.1006 Fax: 703.657.1021

License No. P-0115



William A. Larsen, P.E.

5/18/17 @ 2:00 P.M.

Item No.	Description	Est. Quantity	Unit	Ralph Hodge Construction Co.			ELJ, Inc.			Average of All Bids			Average of Three Low Bidders		
				Unit Price	Total Extended Price	Unit Price	Total Extended Price	Unit Price	Total Extended Price	Unit Price	Total Extended Price	Unit Price	Total Extended Price		
1	New (15) inch PVC Sanitary Sewer (16)-(18) ft	LF	55	\$119.00	\$6,545.00	\$200.00	\$11,000.00	\$159.50	\$8,772.50	\$159.50	\$8,772.50	\$159.50	\$8,772.50		
2	New (15) inch PVC Sanitary Sewer (14)-(16) ft	LF	165	\$107.00	\$17,655.00	\$250.00	\$41,250.00	\$178.50	\$29,452.50	\$178.50	\$29,452.50	\$178.50	\$29,452.50		
3	(10) inch DIP Sanitary Sewer s/ (20) inch Steel Encasement by Dry Bore & Jack (Carrier Pipe) (12)-(14) ft	LF	65	\$402.00	\$26,130.00	\$300.00	\$19,500.00	\$351.00	\$22,815.00	\$351.00	\$22,815.00	\$351.00	\$22,815.00		
4	New (10) inch DIP Sanitary Sewer (14)-(16) ft	LF	15	\$163.00	\$2,445.00	\$250.00	\$3,750.00	\$206.50	\$3,097.50	\$206.50	\$3,097.50	\$206.50	\$3,097.50		
5	New (10) inch PVC Sanitary Sewer (14)-(16) ft	LF	175	\$97.60	\$17,080.00	\$200.00	\$35,000.00	\$148.80	\$26,040.00	\$148.80	\$26,040.00	\$148.80	\$26,040.00		
6	New (10) inch PVC Sanitary Sewer (12)-(14) ft	LF	840	\$80.40	\$67,464.00	\$180.00	\$151,200.00	\$130.20	\$109,368.00	\$130.20	\$109,368.00	\$130.20	\$109,368.00		
7	New (10) inch PVC Sanitary Sewer (10)-(12) ft	LF	435	\$65.40	\$28,449.00	\$170.00	\$73,950.00	\$117.70	\$51,199.50	\$117.70	\$51,199.50	\$117.70	\$51,199.50		
8	New (10) inch DIP Sanitary Sewer (0)-(6) ft	LF	36	\$85.70	\$3,085.20	\$70.00	\$2,520.00	\$77.85	\$2,802.60	\$77.85	\$2,802.60	\$77.85	\$2,802.60		
9	New (10) inch PVC Sanitary Sewer (0)-(6) ft	LF	375	\$42.10	\$15,787.50	\$60.00	\$22,500.00	\$51.05	\$19,143.75	\$51.05	\$19,143.75	\$51.05	\$19,143.75		
10	(12) inch VCP Replacement (16)-(18) ft. w. New (12) inch DIP Sanitary Sewer	LF	10	\$222.00	\$2,220.00	\$280.00	\$2,800.00	\$251.00	\$2,510.00	\$251.00	\$2,510.00	\$251.00	\$2,510.00		
11	(12) inch VCP Replacement (16)-(18) ft. w. New (12) inch PVC Sanitary Sewer	LF	220	\$124.00	\$27,280.00	\$270.00	\$59,400.00	\$197.00	\$43,340.00	\$197.00	\$43,340.00	\$197.00	\$43,340.00		
12	(9) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (16)-(18) ft	LF	75	\$119.00	\$8,925.00	\$270.00	\$20,250.00	\$194.50	\$14,587.50	\$194.50	\$14,587.50	\$194.50	\$14,587.50		
13	(9) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (14)-(16) ft	LF	320	\$97.60	\$31,232.00	\$260.00	\$83,200.00	\$178.80	\$57,216.00	\$178.80	\$57,216.00	\$178.80	\$57,216.00		
14	(8) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (12)-(14) ft	LF	240	\$87.90	\$21,096.00	\$250.00	\$60,000.00	\$168.95	\$40,548.00	\$168.95	\$40,548.00	\$168.95	\$40,548.00		
15	(8) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (10)-(12) ft	LF	1170	\$74.40	\$87,048.00	\$240.00	\$280,800.00	\$157.20	\$183,924.00	\$157.20	\$183,924.00	\$157.20	\$183,924.00		
16	(8) inch VCP Replacement w/ New (8) inch PVC Sanitary Sewer (8)-(10) ft	LF	785	\$60.90	\$47,806.50	\$200.00	\$157,000.00	\$130.45	\$102,403.25	\$130.45	\$102,403.25	\$130.45	\$102,403.25		
17	(8) inch VCP Replacement w/ New (8) inch DIP Sanitary Sewer (6)-(8) ft	LF	20	\$93.30	\$1,866.00	\$220.00	\$4,400.00	\$156.65	\$3,133.00	\$156.65	\$3,133.00	\$156.65	\$3,133.00		
18	(8) inch VCP Replacement w/ New (8) inch PVC Sanitary Sewer (6)-(8) ft	LF	270	\$54.60	\$14,742.00	\$180.00	\$48,600.00	\$117.30	\$31,671.00	\$117.30	\$31,671.00	\$117.30	\$31,671.00		
19	(8) inch VCP Replacement w/ New (8) inch DIP Sanitary Sewer (0)-(6) ft	LF	130	\$81.90	\$10,647.00	\$170.00	\$22,100.00	\$125.95	\$16,373.50	\$125.95	\$16,373.50	\$125.95	\$16,373.50		
20	(8) inch VCP Replacement w/ New (8) inch PVC Sanitary Sewer (0)-(6) ft	LF	195	\$49.60	\$9,672.00	\$150.00	\$29,250.00	\$99.80	\$19,461.00	\$99.80	\$19,461.00	\$99.80	\$19,461.00		
21	(8) inch DIP Force Main by Bore and Jack w/ 16" Steel Encasement (0)-(6) ft	LF	111	\$341.00	\$37,851.00	\$240.00	\$26,640.00	\$290.50	\$32,245.50	\$290.50	\$32,245.50	\$290.50	\$32,245.50		
22	(8) inch Fusible PVC Sanitary Sewer by Directional Bore	LF	350	\$69.20	\$24,220.00	\$80.00	\$28,000.00	\$74.60	\$26,110.00	\$74.60	\$26,110.00	\$74.60	\$26,110.00		
23	(8) inch Fusible Force Main w/ 50 LF of Existing 12" Steel Encasement	LF	80	\$112.00	\$8,960.00	\$200.00	\$16,000.00	\$156.00	\$12,480.00	\$156.00	\$12,480.00	\$156.00	\$12,480.00		
24	(8) inch DIP Force Main	LF	65	\$79.00	\$5,135.00	\$30.00	\$1,950.00	\$54.50	\$3,542.50	\$54.50	\$3,542.50	\$54.50	\$3,542.50		
25	(8) inch PVC Force Main	LF	5215	\$28.90	\$150,713.50	\$20.00	\$104,300.00	\$24.45	\$127,506.75	\$24.45	\$127,506.75	\$24.45	\$127,506.75		
26	(6) inch DIP Force Main	LF	15	\$95.90	\$1,438.50	\$28.00	\$420.00	\$61.95	\$929.25	\$61.95	\$929.25	\$61.95	\$929.25		
27	Replace Existing Manhole w/ (16)-(18) ft. (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$12,710.00	\$12,710.00	\$20,000.00	\$20,000.00	\$16,355.00	\$16,355.00	\$16,355.00	\$16,355.00	\$16,355.00			
28	Replace Existing Manhole w/ (12)-(14) ft. (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$11,900.00	\$11,900.00	\$18,000.00	\$18,000.00	\$14,950.00	\$14,950.00	\$14,950.00	\$14,950.00	\$14,950.00			
29	Replace Existing Manhole w/ (10)-(12) ft. (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$11,040.00	\$11,040.00	\$15,000.00	\$15,000.00	\$13,020.00	\$13,020.00	\$13,020.00	\$13,020.00	\$13,020.00			
30	Replace (6)-(8) ft. (4') Diameter Manhole	EA	1	\$4,100.00	\$4,100.00	\$7,000.00	\$7,000.00	\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00	\$5,550.00			
31	Replace (0)-(6) ft. (4') Diameter Manhole	EA	3	\$3,460.00	\$10,380.00	\$6,000.00	\$18,000.00	\$4,730.00	\$14,190.00	\$4,730.00	\$14,190.00	\$4,730.00	\$14,190.00		
32	New (10)-(12) ft. (5') Outside Drop Manhole	EA	1	\$10,430.00	\$10,430.00	\$12,000.00	\$12,000.00	\$11,215.00	\$11,215.00	\$11,215.00	\$11,215.00	\$11,215.00			
33	New (16)-(18) ft. (4') Diameter Manhole w/ Ext. Base	EA	3	\$6,750.00	\$20,250.00	\$14,000.00	\$42,000.00	\$10,375.00	\$31,125.00	\$10,375.00	\$31,125.00	\$10,375.00	\$31,125.00		
34	New (14)-(16) ft. (4') Diameter Manhole w/ Ext. Base	EA	4	\$6,340.00	\$25,360.00	\$13,000.00	\$52,000.00	\$9,670.00	\$38,680.00	\$9,670.00	\$38,680.00	\$9,670.00	\$38,680.00		
35	New (12)-(14) ft. (4') Diameter Manhole w/ Ext. Base	EA	1	\$5,620.00	\$5,620.00	\$8,000.00	\$8,000.00	\$6,810.00	\$6,810.00	\$6,810.00	\$6,810.00	\$6,810.00			
36	New (10)-(12) ft. (4') Diameter Manhole	EA	4	\$4,460.00	\$17,840.00	\$7,000.00	\$28,000.00	\$5,790.00	\$22,920.00	\$5,790.00	\$22,920.00	\$5,790.00	\$22,920.00		
37	New (8)-(10) ft. (4') Diameter Manhole	EA	1	\$3,690.00	\$3,690.00	\$6,000.00	\$6,000.00	\$4,845.00	\$4,845.00	\$4,845.00	\$4,845.00	\$4,845.00			
38	New (6)-(8) ft. (4') Diameter Manhole	EA	1	\$3,110.00	\$3,110.00	\$5,000.00	\$5,000.00	\$4,055.00	\$4,055.00	\$4,055.00	\$4,055.00	\$4,055.00			
39	New (0)-(6) ft. (4') Diameter Manhole	EA	3	\$2,750.00	\$8,250.00	\$4,000.00	\$12,000.00	\$3,375.00	\$10,125.00	\$3,375.00	\$10,125.00	\$3,375.00	\$10,125.00		

5/18/17 @ 2:00 P.M.															
Item No.	Description	Est. Quantity	Unit	Ralph Hodge Construction Co.			ELJ, Inc.			Average of All Bids			Average of Three Low Bidders		
				Unit Price	Total Extended Price	Unit Price	Total Extended Price	Unit Price	Total Extended Price	Unit Price	Total Extended Price	Unit Price	Total Extended Price		
77	Gravel for New Pump Station	SY	625	\$10.30	\$6,437.50	\$20.00	\$12,500.00	\$15.15	\$9,468.75	\$15.15	\$9,468.75	\$15.15	\$9,468.75		
78	SCADA Allowance	LS	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00		
79	Geotechnical Allowance	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
	TOTAL				\$1,957,952.20		\$2,420,920.00		\$2,189,436.10		\$2,189,436.10		\$2,189,436.10		
ALT A BID ITEM															
1	Replace Existing Manhole w/ (14)-(16) ft (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$12,990.00	\$12,990.00	\$20,000.00	\$20,000.00	\$16,495.00	\$16,495.00	\$16,495.00	\$16,495.00	\$16,495.00	\$16,495.00		
2	NCDOT Pavement Patch & Overlay	SY	450	\$87.30	\$39,285.00	\$28.00	\$12,600.00	\$57.65	\$25,942.50	\$57.65	\$25,942.50	\$57.65	\$25,942.50		
	TOTAL				\$52,275.00		\$32,600.00								
SUB B BID ITEM															
1	4 inch Sanitary Sewer Service (on opposite side of road as main) (from main to right-of-way) Alternative B (Detail 9.C.4.2)	EA	29	\$2,370.00	\$68,730.00	\$1,500.00	\$43,500.00	\$1,935.00	\$56,115.00	\$1,935.00	\$56,115.00	\$1,935.00	\$56,115.00		
	TOTAL				\$68,730.00		\$43,500.00								

MEMORANDUM OF NEGOTIATION – CONSTRUCTION
CONTRACT – (attach to executed contract)
(for proposed contract award less than bid amount)

OWNER Town of Winterville

CONTRACTOR: Ralph Hodge Construction Company

CONSULTANT The Wooten Company PROJECT ENGR./ARCH.: The Wooten Company

CONTRACT # 1 BID AMOUNT \$ 1,957,952.00 AGREEMENT DATE: 6/15/17

BRIEF DESCRIPTION OF CONTRACT AS BID: Project includes

Wastewater System

- (1) Sewer Replacement and Construction: Cooper Street & Alma Drive
 - (a) Replacement of approximately 61 (4)-inch sewer service laterals to the road right-of-ways with the installation of new cleanouts;
 - (b) 15 manhole replacements;
 - (c) Abandonment of 10 manholes;
 - (d) Replacement of approximately 230 LF of 12-inch gravity sewer line;
 - (e) Replacement of approximately 1,530 LF of 8-inch gravity sewer line with 10-inch gravity sewer line;
 - (f) Replacement of approximately 1,400 LF of 8-inch gravity sewer line;
 - (g) New 410 LF of 8-inch gravity sewer line;
 - (h) Miscellaneous appurtenances, asphalt, and concrete replacement.
- (2) Sewer Replacement and Construction: Bayberry Lane & Old Tar Road
 - (a) Replacement of approximately 5 (4)-inch sewer service laterals to the road right-of-ways with the installation of new cleanouts;
 - (b) 2 manhole replacements;
 - (c) 1 wetwell removal;
 - (d) 8 new manholes;
 - (e) Replacement of approximately 275 LF of 8-inch gravity sewer line with 10-inch gravity sewer line;
 - (f) 1,265 LF of new 10-inch gravity sewer main;
 - (g) 220 LF of new 15-inch gravity sewer main;
 - (h) Miscellaneous appurtenances, asphalt, and concrete replacement.
- (3) Pump Station Improvements
 - (a) Craft Winds Pump Station
 - (b) Remove existing dry-pit pump station;
 - (c) Laurie Ellis Road Pump Station
 - (d) New 350 GPM duplex submersible pumps, controls, rails, telemetry, wiring, generator, wet well, flow meter, site gravel, SCADA and piping.
 - (e) 5,820 LF of 8-inch sewer force main.
 - (f) Miscellaneous appurtenances, asphalt, and concrete replacement

The Owner and Contractor acknowledge and agree that the bid(s) received on the above project have resulted in the project budget being exceeded and that a contract(s) cannot be awarded based on the amount of the bid(s) received. This memorandum documents that both parties to the contract entered into and completed negotiations in order to arrive at a mutually acceptable amount on which the construction contract(s) is to be awarded. It is hereby agreed that the terms and conditions as stated in this document shall be binding on all parties and it shall become a part of the terms and conditions of the contract, subject only to the owner being successful in obtaining any needed additional funding resulting from this memorandum.

The following changes in the contractor's bid and the following changes in the terms / provisions of the contract are hereby incorporated into the proposed contract award.
(Refer to attached Section 00540: Bid Modification #1 dated June 6, 2017)

(attach supplemental sheet(s) and drawings / specifications as necessary)

PROPOSED NEGOTIATED CONTRACT AWARD AMOUNT: \$1,901,692.20

It is further understood and agreed by all parties that should additional funds become available within the contract time or extension thereof, the Owner shall have the right to add back to the project any items deleted above or to otherwise revise the contract as originally bid based on the same prices for deletions / revisions as noted above, subject only to any additional costs to which the contractor is entitled to per the terms of the contract.

This memorandum shall be valid and binding up to and inclusive of: 6/30/2017 (date).

We agree to the terms and conditions of this document:

OWNER	date	CONTRACTOR	date
 ENGINEER	<u>6.6.2017</u> date	NC DEQ	date

NEW REGIONAL PUMP STATION AND COLLECTION SYSTEM REHABILITATION

TOWN OF WINTERVILLE, NORTH CAROLINA

SUBJECT: BID MODIFICATION

JUNE 6, 2017

To the Plans and Specifications for:
 New Regional Pump Station and Collection System Rehabilitation
 Winterville, North Carolina

To: RALPH HODGE CONSTRUCTION COMPANY

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

A. Bidding Requirements

1. Section 00410, Bid Form

a. Replace Addendum No. 3: Bid Form Article 5, Section 5.01 dated 05/16/2017 with Bid Form D.1 below;

B. Change to Bid Price

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

Item No.	Description	Unit	Estimated Quantity	Unit Price	Total Estimated Price
<i>Sanitary Sewer Work Items</i>					
1	New (15) inch PVC Sanitary Sewer (16)-(18) ft	LF	55	\$119.00	\$6,545.00
2	New (15) inch PVC Sanitary Sewer (14)-(16) ft	LF	165	\$107.00	\$17,655.00
3	(10) inch DIP Sanitary Sewer s/ (20) inch Steel Encasement by Dry Bore & Jack (Carrier Pipe) (12)-(14) ft	LF	65	\$402.00	\$26,130.00
4	New (10) inch DIP Sanitary Sewer (14)-(16) ft	LF	15	\$163.00	\$2,445.00
5	New (10) inch PVC Sanitary Sewer (14)-(16) ft	LF	175	\$97.60	\$17,080.00
6	New (10) inch PVC Sanitary Sewer (12)-(14) ft	LF	640	\$80.40	\$51,456.00
7	New (10) inch PVC Sanitary Sewer (10)-(12) ft	LF	435	\$65.40	\$28,449.00
8	New (10) inch DIP Sanitary Sewer (0)-(6) ft	LF	36	\$85.70	\$3,085.20
9	New (10) inch PVC Sanitary Sewer (0)-(6) ft	LF	375	\$42.10	\$15,787.50
10	(12) inch VCP Replacement (16)-(18) ft. w. New (12) inch DIP Sanitary Sewer	LF	10	\$222.00	\$2,220.00
11	(12) inch VCP Replacement (16)-(18) ft. w. New (12) inch PVC Sanitary Sewer	LF	220	\$124.00	\$27,280.00
12	(9) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (16)-(18) ft	LF	75	\$119.00	\$8,925.00
13	(8) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (14)-(16) ft	LF	320	\$97.60	\$31,232.00
14	(8) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (12)-(14) ft	LF	240	\$87.90	\$21,096.00
15	(8) inch VCP Replacement w/ New (10) inch PVC Sanitary Sewer (10)-(12) ft	LF	1170	\$74.40	\$87,048.00
16	(8) inch VCP Replacement w/ New (8) inch PVC Sanitary Sewer (8)-(10) ft	LF	785	\$60.90	\$47,806.50

17	(8) inch VCP Replacement w/ New (8) inch DIP Sanitary Sewer (6)-(8) ft	LF	20	\$93.30	\$1,866.00
18	(8) inch VCP Replacement w/ New (8) inch PVC Sanitary Sewer (6)-(8) ft	LF	270	\$54.60	\$14,742.00
19	(8) inch VCP Replacement w/ New (8) inch DIP Sanitary Sewer (0)-(6) ft	LF	130	\$81.90	\$10,647.00
20	(8) inch VCP Replacement w/ New (8) inch PVC Sanitary Sewer (0)-(6) ft	LF	195	\$49.60	\$9,672.00
21	(8) inch DIP Force Main by Bore and Jack w/ 16" Steel Encasement (0)-(6) ft	LF	111	\$341.00	\$37,851.00
22	(8) inch Fusible PVC Sanitary Sewer by Directional Bore	LF	350	\$69.20	\$24,220.00
23	(8) inch Fusible Force Main w/ 50 LF of Existing 12" Steel Encasement	LF	80	\$112.00	\$8,960.00
24	(8) inch DIP Force Main	LF	65	\$79.00	\$5,135.00
25	(8) inch PVC Force Main	LF	5215	\$28.90	\$150,713.50
26	(6) inch DIP Force Main	LF	15	\$95.90	\$1,438.50
27	Replace Existing Manhole w/ (16)-(18) ft. (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$12,710.00	\$12,710.00
28	Replace Existing Manhole w/ (12)-(14) ft. (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$11,900.00	\$11,900.00
29	Replace Existing Manhole w/ (10)-(12) ft. (5') Outside Drop Manhole w/ Ext. Base	EA	1	\$11,040.00	\$11,040.00
30	Replace (6)-(8) ft (4') Diameter Manhole	EA	1	\$4,100.00	\$4,100.00
31	Replace (0)-(6) ft (4') Diameter Manhole	EA	3	\$3,460.00	\$10,380.00
32	New (10)-(12) ft (5') Outside Drop Manhole	EA	1	\$10,430.00	\$10,430.00
33	New (16)-(18) ft (4') Diameter Manhole w/ Ext. Base	EA	3	\$6,750.00	\$20,250.00
34	New (14)-(16) ft (4') Diameter Manhole w/ Ext. Base	EA	4	\$6,340.00	\$25,360.00
35	New (12)-(14) ft (4') Diameter Manhole w/ Ext. Base	EA	1	\$5,620.00	\$5,620.00
36	New (10)-(12) ft (4') Diameter Manhole	EA	4	\$4,460.00	\$17,840.00
37	New (8)-(10) ft (4') Diameter Manhole	EA	1	\$3,690.00	\$3,690.00
38	New (6)-(8) ft (4') Diameter Manhole	EA	1	\$3,110.00	\$3,110.00
39	New (0)-(6) ft. 94' Diameter Manhole	EA	3	\$2,750.00	\$8,250.00
40	Abandon Existing Manhole	EA	10	\$1,100.00	\$11,000.00
41	Remove Existing Manhole	EA	1	\$574.00	\$574.00
42	4 inch Sanitary Sewer Service (on opposite side of road as main) (from main to right-of-way)	EA	37	\$1,010.00	\$37,370.00
43	4 inch Sanitary Sewer Service (on opposite side of road as main) (from main to right-of-way) Alternative B (Detail 9:C.4.2)	EA	29	\$2,370.00	\$68,730.00
44	Remove and Replace Ex. Storm Drainage System	LS	1	\$12,770.00	\$12,770.00
45	Remove 2 Existing (6) inch PS Suction Sewer Lines	EA	2	\$861.00	\$1,722.00
46	Air Release Valve and Manhole	EA	4	\$6,030.00	\$24,120.00
47	(8) inch Plug Valve and Box	EA	4	\$3,420.00	\$13,680.00
48	Force Main Connection Box Vault w/ Valves and Fittings	EA	1	\$27,340.00	\$27,340.00

C. Justification

1. The price was modified for the following reasons:

Item Number	Change
1	No Change
2	No Change
3	No Change
4	No Change
5	No Change
6	No Change
7	No Change
8	No Change
9	No Change
10	No Change
11	No Change
12	No Change
13	No Change
14	No Change
15	No Change
16	No Change
17	No Change
18	No Change
19	No Change
20	No Change
21	No Change
22	No Change
23	No Change
24	No Change
25	No Change
26	No Change
27	No Change
28	No Change
29	No Change
30	No Change
31	No Change
32	No Change
33	No Change
34	No Change
35	No Change
36	No Change
37	No Change
38	No Change
39	No Change
40	No Change
41	No Change
42	No Change
43	Town elects to utilize option on Substitution Alternate B as included in the Bid Form.
44	No Change
45	No Change
46	No Change
47	No Change
48	No Change

49	No Change
50	No Change
51	No Change
52	No Change
53	No Change
54	No Change
55	No Change
56	No Change
57	No Change
58	No Change
59	No Change
60	No Change
61	No Change
62	No Change
63	No Change
64	No Change
65	No Change
66	No Change
67	No Change
68	No Change
69	No Change
70	No Change
71	No Change
72	No Change
73	No Change
74	No Change
75	No Change
76	No Change
77	No Change
78	No Change
79	No Change

The foregoing changes shall be incorporated in the Contract Documents.

END OF DOCUMENT



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Old Business

Meeting Date: July 10, 2017

Presenter: Ben Williams, Assistant Town
Manager

Item to be Considered

Subject: Water – Asset Inventory and Assessment.

Action Requested: Adoption of Resolution Accepting Grant Offer.

Attachments: Grant Offer from NCDEQ-DWI and Resolution of Acceptance.

Prepared By: Ben Williams, Assistant Town Manager

Date: 7/3/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

In Fall of 2016, the Town applied for funding assistance for the development of a Drinking Water Distribution System Asset Inventory and Assessment. The NC Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) reviewed the funding application and approved the Town of Winterville for grant assistance in the amount of \$150,000. The Town is committed to providing a 20% local match (\$30,000).

Budgetary Impact: Local match of \$30,000.

Recommendation: Adopt Resolution Accepting Grant Offer.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects, and

WHEREAS, the North Carolina Department of Environment and Natural Resources has offered a Grant in the amount of \$150,000 for a Drinking Water Distribution System Asset Inventory and Assessment, and

WHEREAS, the Town of Winterville intends to conduct said project in accordance with the project scope,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WINTERVILLE:

That the Town of Winterville does hereby accept the Grant offer of \$150,000.

That the Town of Winterville does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the grant offer, Section II - Assurances will be adhered to.

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

That the Town of Winterville has substantially complied or will substantially comply with all Federal, State and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 10th day of July, 2017 at Winterville, North Carolina.

(Signature of Chief Executive Officer)

Mayor

(Title)

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Winterville does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the acceptance of grant offer from the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council of the Town of Winterville duly held on the 10th day of July, 2017; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of July, 2017.

(Signature of Recording Officer)

(Title of Recording Officer)



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: July 10, 2017
Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Brookfield Section 3 Final Plat.
Action Requested: Recommend for approval of Final Plat to Council.
Attachments: Final Plat Map.

Prepared By: Stephen Penn, Economic Development Planner **Date:** 6/28/2017

ABSTRACT ROUTING:

TC FD TM 7/6/2017 Final 7/6/2017

Supporting Documentation

Brookfield Section 3 Final Plat:
Location: Off of Old Tar Road between Cooper/Worthington and Laurie Ellis Road.
Size: 8.929 Acres
Number of Lots Created: 23
Zone: R-10 Conditional Use District (R-10 CUD).
Conditional uses:

- 1. All homes shall have a minimum of 1,525 sq. ft. of heated space;
- 2. All homes shall have a combination brick and vinyl fronts.

*Recommended for approval at the June P&Z meeting.

Budgetary Impact: N/A.

Recommendation: Recommend Approve of Final Plat to Council.

SITE DATA

TOTAL AREA IN TRACT 8.929 ACRES
 NUMBER OF LOTS CREATED 23
 AREA IN COMMON AREA 30,714 S.F.
 AREA IN PARKS, RECREATION AREAS,
 AND THE LIKE 0
 LINEAR FEET IN STREETS 1,077 LF
 ZONING CLASSIFICATION R10-CU

LEGEND

R/W = RIGHT-OF-WAY
 B/B = BACK OF CURB TO
 BACK OF CURB
 NTS = NOT TO SCALE
 C/L = CENTERLINE
 TOT = TOTAL
 MBL = MINIMUM BUILDING LINE
 EIP = EXISTING IRON PIPE
 PT = POINT OF TANGENCY
 PC = POINT OF CURVATURE
 R = RADIUS
 L = LENGTH OF CURVE

C/L CURVE DATA

CURVE "A"
 R = 933.84'
 Δ = 19°57'58"
 L = 325.42'
 T = 164.38'
 CH = S 28°48'45" W
 323.78'

PUBLIC STREET
 (60' R/W 32' B/B PUBLIC)

DETAIL "A"
TYPICAL LOT UTILITY & DRAINAGE EASEMENT
 N.T.S.

TOWN OF WINTERVILLE
 DB 2803, PG 192

COOPERS POINT
 SECTION 3
 MB 73, PG 132

BAYBERRY LANE
 (60' R/W 36' B/B PUBLIC)

VICINITY MAP 1"=2000'±

BROOKFIELD DRIVE
 (60' R/W 32' B/B PUBLIC)

CURVE TABLE

CURVE	RADIUS	CHORD	CH BEARING	LENGTH
C1	275.00'	15.00'	S 71°58'57" E	15.00'
C2	275.00'	120.15'	S 57°48'05" E	121.13'
C3	25.00'	37.66'	S 85°56'29" W	42.65'
C4	903.84'	72.80'	S 34°45'28" W	72.82'
C5	903.84'	90.24'	S 29°35'18" W	90.28'
C6	25.00'	46.87'	S 43°14'00" E	61.05'
C7	58.00'	63.96'	S 78°22'18" E	68.07'
C8	58.00'	46.78'	S 18°51'48" E	48.26'
C9	58.00'	40.00'	S 26°44'50" W	40.90'
C10	56.00'	43.07'	S 70°17'20" W	44.21'
C11	56.00'	37.39'	N 67°35'31" W	38.12'
C12	56.00'	39.01'	N 27°42'14" W	39.85'
C13	56.00'	85.94'	N 42°47'38" E	97.96'
C14	56.00'	63.45'	S 52°35'01" E	67.46'
C15	25.00'	28.33'	S 52°35'01" E	30.12'
C16	25.00'	29.27'	N 57°04'40" E	31.27'
C17	963.84'	62.02'	N 23°05'36" E	62.03'
C18	963.84'	77.98'	N 27°15'19" E	78.00'
C19	963.84'	77.98'	N 31°53'31" E	78.00'
C20	963.84'	77.98'	N 36°31'43" E	78.00'

AR
MARGARET ANN MELLON HARRIS
 DB T-30, PG 214
 MB 61, PG 102
 ESTATE FILE: 79-349

GENERAL NOTES

- ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
- A 5' UTILITY EASEMENT WILL BE RESERVED INSIDE ALL SIDE, REAR AND FRONT PROPERTY LINES. SEE DETAIL "A".
- THIS MAP CREATES A SUBDIVISION OF LAND WITHIN A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- IRON PIPES TO BE SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.
- THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. REF: FIRM 3720467400J AND FIRM 3720468400J, DATED JAN. 2, 2004.
- HOMEOWNERS ASSOCIATION IS RESPONSIBLE FOR THE MAINTENANCE OF COMMON AREA AND STORMWATER POND.
- NO IRON PIPES SET IN C/L DITCH UNLESS OTHERWISE NOTED.
- MAXIMUM BUILT UPON AREA ON EACH LOT IS NOT TO EXCEED 4,854 S.F.
- NO COMBUSTIBLES SHALL BE BROUGHT ON SITE OF THE HOMES BEING CONSTRUCTED UNTIL THE WATER/HYDRANTS ARE AVAILABLE FOR FIRE PROTECTION IN THE EVENT OF AN EMERGENCY, AS DRAWN IN THE PRELIMINARY PLAT.
- THE DESIGNATION OVER WATER, SANITARY SEWER, DRAINAGE AND ELECTRIC LINES ARE FOR THE PURPOSE OF ESTABLISHING THE WIDTH OF SAID EASEMENTS. THE EASEMENTS SHOWN ARE NOT EXCLUSIVE AND WILL PERMIT THE FUTURE INSTALLATION OF WATER, SANITARY SEWER, DRAINAGE, AND ELECTRIC LINES WITHIN THOSE DESIGNATED WIDTHS.
- NO BUILDINGS, STRUCTURES, OR OTHER IMPROVEMENTS, MATERIALS AND SURFACES, INCLUDING BUT NOT LIMITED TO PRINCIPAL AND ACCESSORY STRUCTURES AND ADDITIONS OR APPURTENANCES THERETO, SIGNAGE, FENCES, WALLS, MECHANICAL EQUIPMENT, CANOPIES, ANTENNAS, MASTS, AERIALS, MONUMENTS, LANDSCAPE PLANTINGS, FILL MATERIALS, DEBRIS, SOLID WASTE CONTAINERS, MAIL RECEPTACLES AND IMPERVIOUS SURFACES, SHALL ENCRUCH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL FROM THE TOWN OF WINTERVILLE.
- ALL UTILITY AND DRAINAGE EASEMENTS ARE CENTERED ON LINES AS INSTALLED UNLESS OTHERWISE NOTED.
- BMP MAINTENANCE AGREEMENT MUST BE RECORDED BEFORE APPROVAL OF FINAL PLAT.
- EITHER TEMPORARY OR PERMANENT STREET SIGNAGE MUST BE INSTALLED, DURING THE CONSTRUCTION PHASE OF THIS SUBDIVISION, AS IS REQUIRED BY THE 2012 NC FIRE CODE.

CERTIFICATE OF SURVEY AND ACCURACY

I, MICHAEL WEST BALDWIN, PLS CERTIFY THAT UNDER MY DIRECT SUPERVISION, THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY MADE BY BRAD WELLS THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10,000 THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM DEED INFORMATION THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

WITNESS MY HAND AND SEAL THIS 20th DAY OF APRIL, 2017.

SIGNED _____
 REGISTRATION NO. L-3082

REVIEW OFFICER

STATE OF NORTH CAROLINA
 COUNTY OF PITT
 I, REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE _____
 REVIEW OFFICER _____

PLANNING BOARD

I HEREBY CERTIFY THAT THIS FINAL PLAT WAS RECOMMENDED FOR APPROVAL BY THE PLANNING BOARD OF THE TOWN OF WINTERVILLE ON THE _____ DAY OF _____ 2017.

TOWN PLANNER _____
 CHAIRMAN, PLANNING BOARD _____

RECEIVED JUN 15 2017

Y:\DRAWINGS\07-067 BROOKFIELD\SECTION 3\FINAL PLAT.dwg Thu, Jun 15, 2017 - 1:55pm RWELLS

SHEET 1 OF 1
FINAL PLAT

TAX PARCEL #76198

BROOKFIELD

SECTION 3

REFERENCE: BEING A PORTION OF THE PROPERTY DESCRIBED IN DEED BOOK 3188, PAGE 526 OF THE PITT COUNTY REGISTER OF DEEDS

WINTERVILLE, WINTERVILLE TOWNSHIP, PITT COUNTY, N.C.

OWNER: COOPER ISLAND DEVELOPMENT, LLC
 ADDRESS: P.O. BOX 606
 GREENVILLE, NC 27835
 PHONE: 252-205-7121

SOURCE OF TITLE

THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE(S) OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY AT GREENVILLE, NORTH CAROLINA IS:

DEED BOOK 3188 PAGE 526
 DEED BOOK _____ PAGE _____
 DEED BOOK _____ PAGE _____

NC REGISTRATION NO. L-3082

OWNERS STATEMENT

THIS IS EVIDENCE THAT THIS SUBDIVISION IS MADE AT THE REQUEST OF

SWORN AND SUBSCRIBED TO BEFORE ME THIS _____ DAY OF _____, 2017

NOTARY PUBLIC
 MY COMMISSION EXPIRES: 03/28/19

DEDICATION

THE UNDERSIGNED HEREBY ACKNOWLEDGE(S) THIS PLAT AND ALLOTMENT TO BE ITS FREE ACT AND DEED, AND HEREBY DEDICATE(S) TO PUBLIC USE AS STREETS, PARKS, PLAY-GROUNDS, OPEN SPACES AND EASEMENTS FOR EVER ALL AREAS AS SHOWN OR SO INDICATED ON SAID PLAT.

SIGNED _____
 ATTEST _____

CERTIFICATE OF FINAL APPROVAL

APPROVED FOR RECORDING BY THE TOWN COUNCIL OF THE TOWN OF WINTERVILLE, N.C. ON THIS _____ DAY OF _____ 2017 PURSUANT TO AUTHORITY OF SECTION 154.13 ON THE SUBDIVISION REGULATIONS. MUST BE RECORDED WITHIN THIRTY(30) DAYS OF THIS DATE.

MAYOR _____

Baldwin Design Consultants, PA
 LICENSE # C-3498
 ENGINEERING - SURVEYING - PLANNING
 1700-D EAST ARLINGTON BOULEVARD
 GREENVILLE, NC 27858 252.756.1390

SURVEYED: BW APPROVED: MWB
 DRAWN: SCB/MAH DATE: 04/19/2017
 CHECKED: MWB SCALE: 1" = 100'



**Town of Winterville
Planning and Zoning
Agenda Abstract**

Item Section: New Business

Meeting Date: July 10, 2017

Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Jack T. Brock Recombination Plat.

Action Requested: Recommend for approval of recombination to Council.

Attachments: Recombination Plat.

Prepared By: Stephen Penn, Economic Development Planner

Date: 6/28/2017

ABSTRACT ROUTING:

TC

FD

TM 7/06/2017

Final 7/6/2017

Supporting Documentation

Jack T. Brock Recombination Plat:

Recombination of: Tract 1 & Lot 2.

Tract 1: Parcel Number 53424.

Lot 2: Parcel Number 32781.

The Recombination will create an 8.63 acre site.

*P&Z recommended approval of the recombination at their June P&Z meeting.

Budgetary Impact: N/A.

Recommendation: Recommend approval of Recombination Plat to Council.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: July 10, 2017

Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Jack T. Brock, Gary J. & Ellen R. Brock Final Plat.

Action Requested: Recommend for approval of Final Plat to Council.

Attachments: Final Plat.

Prepared By: Stephen Penn, Economic Development Planner

Date: 6/28/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

Jack T. Brock, Gary J. & Ellen R. Brock Final Plat:

Tract 1: Located adjacent to Vernon White Road.

Size: 0.90 Acres.

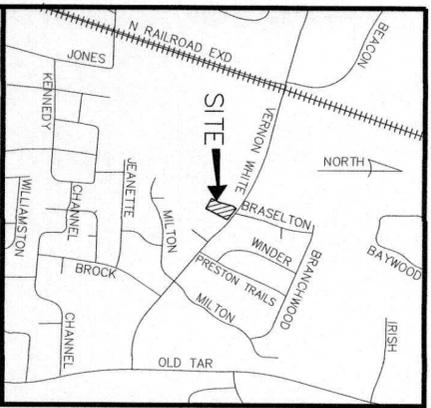
Zone: Agricultural- Residential.

*P&Z recommended approval of the Final Plat at their June Meeting.

NOTE:* The approval of this Final Plat will be contingent upon the approval of the Jack T. Brock Recombination Plat. This Final Plat cannot be approved by Winterville Town Council unless the Jack T. Brock Recombination Plat is first approved. ******

Budgetary Impact: N/A.

Recommendation: Recommend Approval of Final Plat to Council.



LEGEND

ACRE	AC
CENTERLINE	C/L
CONTROL CORNER	CC
DEED BOOK	DB
EASEMENT	ESMT
EXISTING	EX
EXISTING IRON PIPE	EIP
IRON PIPE SET	IPS
LINEAR FEET	LF
MAP BOOK	MB
MAG NAIL SET	MNS
NOT TO SCALE	NTS
RIGHT OF WAY	R/W
TOTAL	TOT
TYPICAL	TYP

ACRAGE

TRACT 1.....0.90 AC.
 TRACT 2.....8.63 AC.
 TOTAL ACRAGE.....9.53 AC.

SOURCE OF TITLE:

DB 3529, P. 776 (TAX PARCEL #83616) TRACT-1
 DB 512, P. 748 (TAX PARCEL #53424) TRACT-2
 DB T-46, P. 87 (TAX PARCEL #52781)

FLOOD NOTE

THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA; REFERENCE: EFFECTIVE FIRM 3720487500K, DATED 7/7/2014

REVIEW OFFICER

I, _____ A REVIEW OFFICER OF PITT COUNTY, N.C. CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

BY: _____ REVIEW OFFICER
 DATE: _____

PLAN SHEET 1 of 1

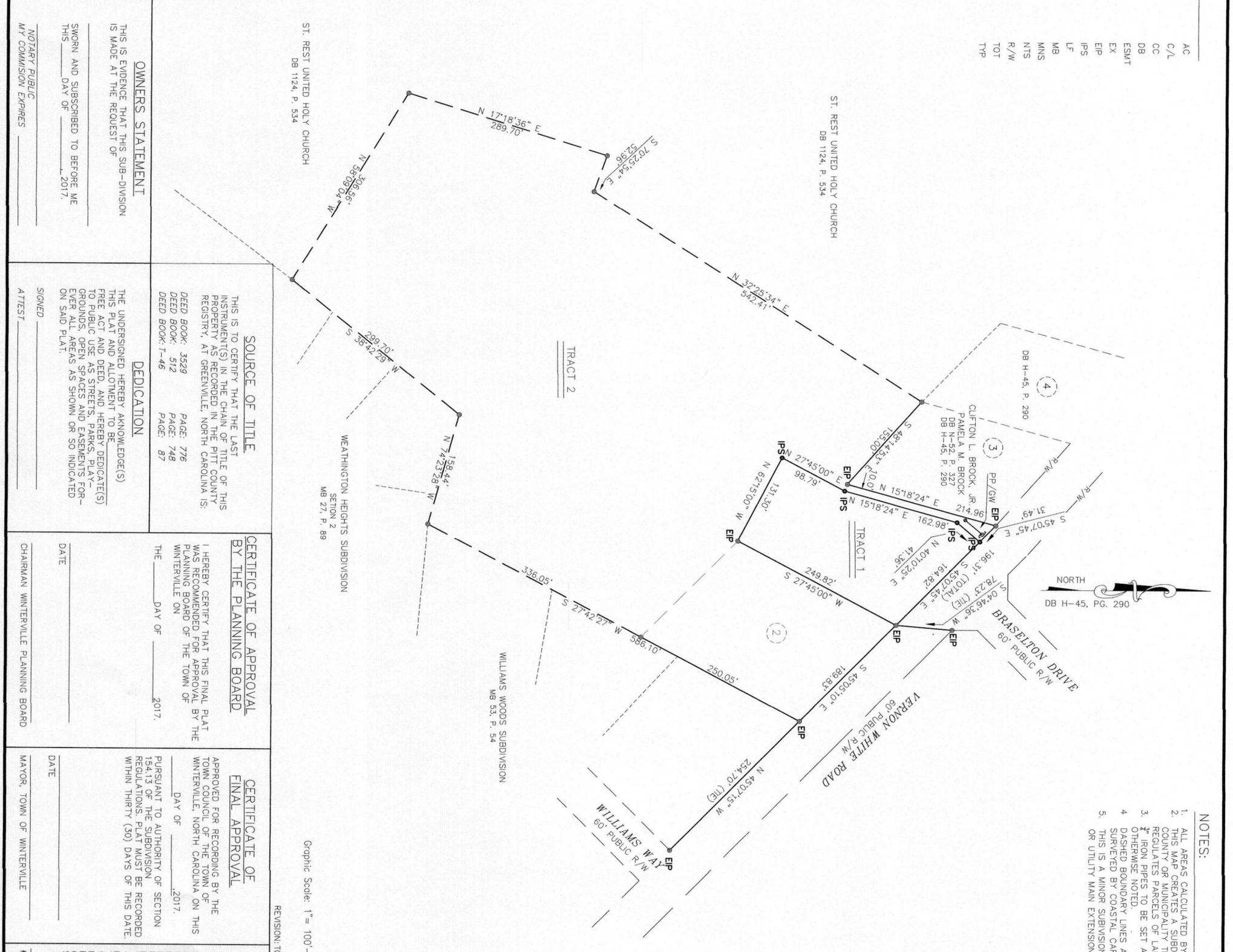
FINAL PLAT FOR
JACK T. BROCK
GARY J. & ELLEN R. BROCK

BEING THE PROPERTY DESCRIBED IN DB 512, P. 748 AND IN DB T-46, P. 87 AND IN DB 3529, P. 776 IN THE PITT COUNTY REGISTRY AND IN WINTERVILLE, WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER: GARY J. & WIFE ELLEN R. BROCK AND JACK T. BROCK
 ADDRESS: 5922 REEDY BRANCH RD. & 414 VERNON WHITE RD.
 WINTERVILLE, NC 28590
 PHONE: _____

Coastal Carolina Surveyors, PLLC
 LAND SURVEYORS P-0790
 PO Box 2768, Winterville, NC 28590
 KLB (252) 702-1427
 kembjg91@yahoo.com

SURVEYED:	KLB	APPROVED:	KLB
DRAWN:	KLB	DATE:	06/02/17
CHECKED:	KLB	SCALE:	1" = 100'



OWNERS STATEMENT

THIS IS EVIDENCE THAT THIS SUB-DIVISION IS MADE AT THE REQUEST OF

SWORN AND SUBSCRIBED TO BEFORE ME THIS _____ DAY OF _____, 2017.

NOTARY PUBLIC
 MY COMMISSION EXPIRES _____

SOURCE OF TITLE

THIS IS TO CERTIFY THAT THE LAST INSTRUMENT(S) IN THE CHAIN OF TITLE OF THIS PROPERTY AS RECORDED IN THE PITT COUNTY REGISTRY, AT GREENVILLE, NORTH CAROLINA IS:

DEED BOOK: 3529 PAGE: 776
 DEED BOOK: 512 PAGE: 748
 DEED BOOK: T-46 PAGE: 87

DEDICATION

THE UNDERSIGNED HEREBY KNOWLEDGE(S) THIS PLAT AND ALLOTMENT TO BE FREE ACT AND DEED AND HEREBY DEDICATE(S) TO PUBLIC USE AS STREETS, PARKS, PLAY AREAS, OPEN SPACES AND EASEMENTS FOR EVER ALL AREAS AS SHOWN OR SO INDICATED ON SAID PLAT.

SIGNED _____
 ATTEST _____

CERTIFICATE OF APPROVAL BY THE PLANNING BOARD

I HEREBY CERTIFY THAT THIS FINAL PLAT WAS RECOMMENDED FOR APPROVAL BY THE PLANNING BOARD OF THE TOWN OF WINTERVILLE ON _____ DAY OF _____, 2017.

CHAIRMAN WINTERVILLE PLANNING BOARD

CERTIFICATE OF FINAL APPROVAL

APPROVED FOR RECORDING BY THE TOWN COUNCIL OF THE TOWN OF WINTERVILLE, NORTH CAROLINA ON THIS _____ DAY OF _____, 2017.

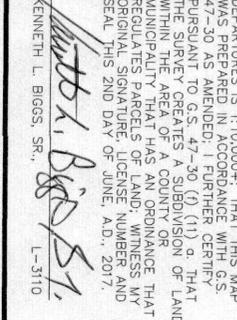
PURSUANT TO AUTHORITY OF SECTION 16-413 OF THE SUBDIVISION OF LAND REGULATIONS, PLAT MUST BE RECORDED WITHIN THIRTY (30) DAYS OF THIS DATE.

DATE _____
 MAYOR, TOWN OF WINTERVILLE

SURVEYOR'S CERTIFICATION

I, KENNETH L. BIGGS, SR., HEREBY CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL FIELD SURVEY PERFORMED BY ME FROM DEED DESCRIPTION RECORDED IN DEED BOOK _____, PAGE _____, THAT THE BOUNDARY LINES AND CORNERS SHOWN ON THIS PLAT ARE SHOWN AS BROKEN LINES AND ARE NOT TO BE CONSIDERED AS A BASIS FOR PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10,000+. THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. I FURTHER CERTIFY THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR COUNTY AND CITY. THE SURVEYOR'S ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 2ND DAY OF JUNE, A.D., 2017.

Kenneth L. Biggs, Sr.
 KENNETH L. BIGGS, SR.
 L-3110



Graphic Scale: 1" = 100'-0"

100' 50' 0' 100'

REVISION: TOWN OF WINTERVILLE COMMENTS-6/13/2017

- NOTES:**
1. ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
 2. THIS MAP CREATES A SUBDIVISION OF LAND WITHIN A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
 3. IRON PIPES TO BE SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.
 4. DASHED BOUNDARY LINES ARE DEED LINES AND WERE NOT SURVEYED BY COASTAL CAROLINA SURVEYORS, P.L.L.C.
 5. THIS IS A MINOR SUBDIVISION AND DOES NOT CREATE NEW STREETS OR UTILITY MAIN EXTENSIONS.



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: July 10, 2017

Presenter: Stephen, Economic Development
Planner

Item to be Considered

Subject: Gary J. & Ellen R. Brock Annexation.

Action Requested: Direct Winterville Town Clerk to investigate sufficiency of the Annexation.

Attachments: Annexation Petition and Annexation Map.

Prepared By: Stephen Penn, Economic Development Planner

Date: 6/29/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

Gary J. & Ellen R. Brock Annexation:

Council Meeting Steps during an annexation:

1st Meeting: Direct Town Clerk to investigate sufficiency of the annexation.

2nd Meeting: Schedule A Public Hearing.

3rd Meeting: Hold Public Hearing.

Petition Requested for Annexation:

Location: 406 Vernon White Road; Parcel Number 83616.

Zone: Agricultural-Residential.

Size. 0.90 Acres.

*The owner has asked for this petition to be contingent upon the Council's acceptance of the Jack T. Brock Recombination Plat and the Jack T. Brock, Gary J. Brock and Ellen R. Brock Final Plat Subdivision.

* Should the recombination or subdivision be denied, the owner will revoke this annexation petition.

Budgetary Impact: TBD.

Recommendation: Direct Acting Town Clerk accordingly.

PETITION REQUESTING ANNEXATION

Date: _____

To the Mayor and Town Council of the Town of Winterville:

1. We the undersigned owners of real property respectfully requested that the area described in Paragraph 2 below be annexed to the Town of Winterville.

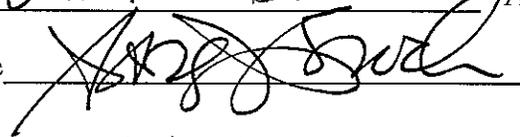
2. The area to be annexed is contiguous to the Town of Winterville and the boundaries of such territory are as follows:

Description

BEING that same parcel bounded on its north-easterly side by the southerly right-of-way of Vernon White Road, bounded on its south-easterly side by the land of Jack T. Brock, as described in Deed book 46, Page 87 of the Pitt County Registry, bounded on its south-westerly side by the land of Jack T. Brock as shown on the annexation map for Gary J. Brock and wife Ellen R. Brock attached as Exhibit A and herein incorporated by reference, and bounded on its north-westerly side by the land of Jack T. Brock, and further described as follows:

LYING AND BEING in Winterville Township, Pitt County, North Carolina and commencing at a point at the intersection of the southerly right-of-way of Vernon White Road, and the westerly right-of-way of Williams Way and running from said beginning point N 45° 07' 15" West 254.70 feet to an existing iron pipe; and running thence N 45° 05' 10" West 189.83 feet to an existing iron pipe, THE TRUE POINT OF BEGINNING; and running thence S 27° 45' 00" West 249.82 feet to an existing iron pipe; thence N 62° 15' 00" West 131.30 feet to an iron pipe set; thence N 27° 45' 00" East 98.79 feet to an iron pipe set; thence N 15° 18' 24" East 162.98 feet to an iron pipe set; thence N 40° 10' 25" East 41.36 feet to an iron pipe set in the southerly right-of-way of Vernon White Road; thence along and with the southerly right-of-way of Vernon White Road S 45° 07' 45" East 164.82 to an existing iron pipe, THE TRUE POINT OF BEGINNING, as shown on the annexation map for Gary J. Brock and wife Ellen R. Brock attached as Exhibit A and herein incorporated by reference.

Name GARY J. BROCK Address 5922 REEDY BRANCH RD
WINTERVILLE NC 28590

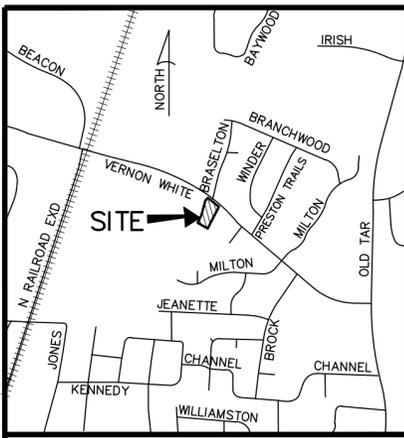
Signature 

Name Ellen R. Brock Address 5922 Reedy Branch Rd
Winterville, NC 28590

Signature Ellen R Brock

Name _____ Address _____

Signature _____



VICINITY MAP
N.T.S.

ACRAGE

TOTAL ACREAGE..... 0.90 AC.

SOURCE OF TITLE:

DB 3529, P. 776 (TAX PARCEL #83616)

FLOOD NOTE

THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA; REFERENCE: EFFECTIVE FIRM 3720467500K, DATED 7/7/2014

TOWN OF WINTERVILLE, N.C.

SUBDIVISION CERTIFICATION:

EXEMPT PURSUANT TO SECTION 154.05 OF THE TOWN OF WINTERVILLE SUBDIVISION ORINANCE.

BY: _____ TOWN PLANNER

DATE: _____

STATE OF NORTH CAROLINA
COUNTY OF PITT

_____, REVIEW OFFICER,
OF PITT COUNTY, CERTIFY THAT THIS
MAP OR PLAT TO WHICH THIS
CERTIFICATION IS AFFIXED MEETS ALL THE
STATUTORY REQUIREMENTS FOR
RECORDING.

BY: _____ REVIEW OFFICER

DATE: _____

PLAN SHEET 1 of 1

ANNEXATION MAP FOR

GARY J. & ELLEN R. BROCK

BEING THE PROPERTY DESCRIBED IN DB 3529, P. 776 IN THE PITT COUNTY
REGISTRY

WINTERVILLE, WINTERVILLE TOWNSHIP, PITT COUNTY, NORTH CAROLINA

OWNER: GARY J. & WIFE ELLEN R. BROCK AND JACK T. BROCK

ADDRESS: 5922 REEDY BRANCH RD., WINTERVILLE, NC 28590

PHONE: _____

Coastal Carolina Surveyors, PLLC
LAND SURVEYORS P-0790
PO Box 2768 . Winterville, NC 28590
KLB (252) 702-1427
kenbiggs1@yahoo.com

SURVEYED:	KLB	APPROVED:	KLB
DRAWN:	KLB	DATE:	06/26/17
CHECKED:	KLB	SCALE:	1" = 100'

LEGEND

ACRE	AC
CENTERLINE	C/L
CONTROL CORNER	CC
DEED BOOK	DB
EASEMENT	ESMT
EXISTING	EX
EXISTING IRON PIPE	EIP
IRON PIPE SET	IPS
LINEAR FEET	LF
MAP BOOK	MB
MAG NAIL SET	MNS
NOT TO SCALE	NTS
RIGHT OF WAY	R/W
TOTAL	TOT
TYPICAL	TYP

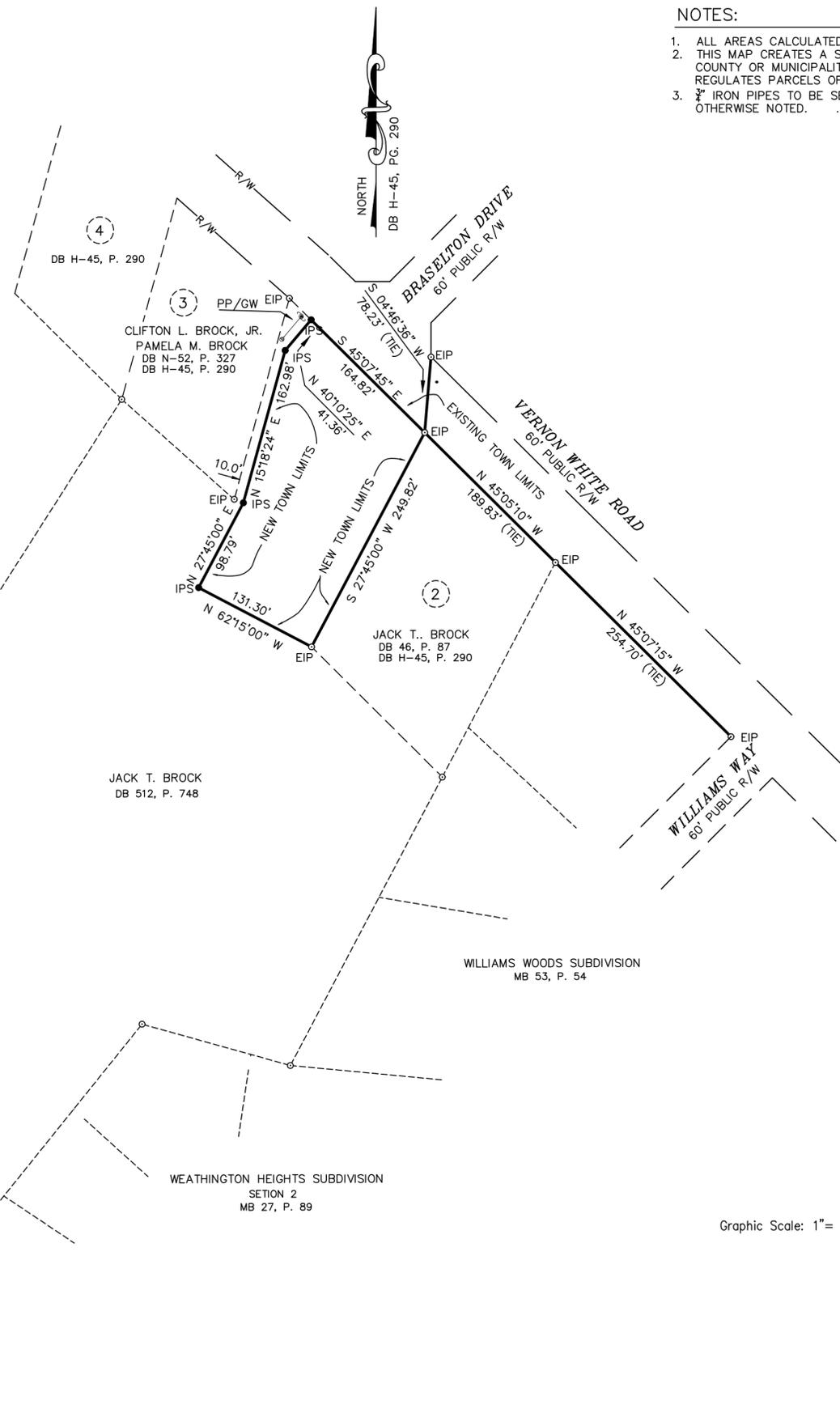
ST. REST UNITED HOLY CHURCH
DB 1124, P. 534

JACK T. BROCK
DB 512, P. 748

WILLIAMS WOODS SUBDIVISION
MB 53, P. 54

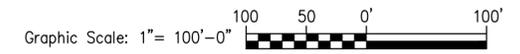
WEATHINGTON HEIGHTS SUBDIVISION
SECTION 2
MB 27, P. 89

ST. REST UNITED HOLY CHURCH
DB 1124, P. 534



NOTES:

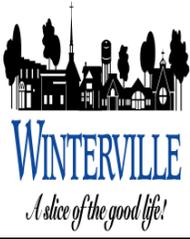
1. ALL AREAS CALCULATED BY COORDINATE GEOMETRY.
2. THIS MAP CREATES A SUBDIVISION OF LAND WITHIN A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
3. 3/4" IRON PIPES TO BE SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.



SURVEYOR'S CERTIFICATION

I, KENNETH L. BIGGS, SR., HEREBY CERTIFY THAT THIS PLAT WAS DRAWN BY ME FROM AN ACTUAL FIELD SURVEY PERFORMED BY ME FROM DEED DESCRIPTION RECORDED IN DEED BOOK 3529, PAGE 776; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOKS REFERENCED HEREON; THAT THE RATIO OF PRECISION AS CALCULATED BY LATITUDES AND DEPARTURES IS 1:10,000+; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; I FURTHER CERTIFY PURSUANT TO G.S. 47-30 (1) (11) a. THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND; WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 26TH DAY OF JUNE, A.D., 2017.

KENNETH L. BIGGS, SR., L-3110



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: Consent Agenda

Meeting Date: July 10, 2017

Presenter: Travis Welborn, Public Works
Director

Item to be Considered

Subject: 2017 Street Improvements Project Engineering Contract Amendment No. 1.

Action Requested: Approval of Contract Amendment.

Attachments: Engineering Contract Amendment No. 1.

Prepared By: Ben Williams, Assistant Town Manager

Date: 7/3/2017

ABSTRACT ROUTING:

TC

FD

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

Staff obtained proposals from four engineering firms to perform survey, design, construction administration, and construction inspection services for the 2017 Street Improvements Project. On staff recommendation, Council awarded Ark Consulting Group the contract for the 2017 Street Improvements. Ark is the Engineer that recently completed 2016 Street Improvements project. The 2017 project will include street repair and patching, curb and gutter replacement, valley gutter replacement, removing and replacing the failing portion of Vernon Ave. including replacing the large "dip" in the road, and several storm drainage replacements and improvements including Cannon Rd. and Craft Winds.

The original contract did not include necessary easement mapping and easement acquisition. The original engineering contract amount was for \$32,400. The subject amendment includes the mapping of easements and acquisition thereof. The additional contract amount is \$25,100. The total contract amount will be \$57,500.

Budgetary Impact: Original Contract - \$32,400 + Amendment No. 1 - \$25,100 = Total Contract \$57,500.

All engineering for this project will be paid for out of the Powell Bill account. The Engineering line item will need to be supplemented from the street resurfacing line item to cover the cost of the Engineering contract.

Recommendation: Approval of Contract Amendment No. 1 with Ark Consulting Group.

June 15, 2017

Mr. K. Travis Welborn, P.E.
Public Works Director
Town of Winterville
2571 Railroad Street
Winterville, North Carolina 28590

Subject: Contract Amendment No. 1
Town of Winterville
2017 Street Improvements
Town of Winterville, Pitt County, North Carolina

Dear Mr. Welborn:

Under the Terms and Conditions outlined in the referenced contract dated February 8, 2017, Ark Consulting Group, PLLC is pleased to offer as ADDITIONAL SERVICES its Engineering and Consulting Services for the following:

ADD:

Task 5 – Easement Mapping:

- a) Add mapping of proposed drainage easements. Easements shall be as follows:
 - i) 15' Drainage Easement on common line at 2460 & 2466 Cannon Road
 - ii) 15' Drainage Easement on common line at 2434 & 2440 Cannon Road
 - iii) 15' Drainage Easement on common line at 2540 & 2550 Rosewood Drive
- b) Maps shall be prepared as 8.5"x14" for inclusion as an exhibit to easement deeds prepared by the Town.
- c) Maps shall be prepared by Gary S. Miller & Associates, PA

Task 6 – Easement Acquisition:

- a) Negotiate with property owners on behalf of the Town for drainage easement acquisition, following federal regulations (49 CFR Part 24), although federal funding may not be involved in the project. A licensed NC Real Estate Broker will perform the negotiations.
- b) Meet with property owners and provide a detailed explanation of the construction plans to ensure an understanding of the project is conveyed. Conduct up to three (3) meetings with property owners, after which the Town will pursue condemnation.
- c) The following Billing Tier will be applied:
 - i) Tier 1 (Claimant settles on initial contact) \$1,150.00
 - ii) Tier 2 (Claimant settles with 3 contacts) \$1,725.00
 - iii) Tier 3 (Difficult claim, or more than 3 contacts) \$2,875.00
- d) Easement acquisition shall be performed by Telics.

COMPENSATION:

ORIGINAL CONTRACT

Task 1 – Boundary & Topographic Survey	Lump Sum	\$7,680.00
Task 2 – Construction Plans & Technical Specs	Lump Sum	\$13,820.00
Task 3 – Bidding & Negotiations	Lump Sum	\$3,590.00
Task 4 – Construction Administration	Hourly (Not to Exceed)	\$7,310.00

Total Original Contract \$32,400.00

ADDITIONAL SERVICES - Amendment No. 1

Task 5 – Easement Mapping (based on 6 maps)	Lump Sum	\$2,100.00
Task 6 – Easement Acquisition (based on 8 parcels)	Not to Exceed	\$23,000.00

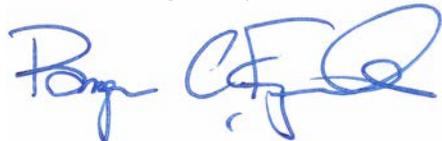
Total Amendment No. 1 \$25,100.00

TOTAL REVISED CONTRACT AMOUNT \$57,500.00

Schedule: Ark Consulting Group will complete Tasks 5 and 6 on a mutually agreed upon schedule upon execution of this agreement.

We appreciate the opportunity to submit this Additional Services Amendment for your review and consideration. If you find this acceptable, please sign and return one copy to our office. We will begin work upon receipt of an executed copy of this agreement.

Respectfully submitted,
Ark Consulting Group, PLLC



Bryan C. Fagundus, P.E.
Principal

ACCEPTED BY:
Town of Winterville

By _____

Printed Name _____

Title _____

Date _____



**Town of Winterville
Town Council
Agenda Abstract**

Item Section: New Business

Meeting Date: July 10, 2017

Presenter: Travis Welborn, Public Works
Director

Item to be Considered

Subject: Fees for Street Signs and Stop Signs in New Developments.

Action Requested: Adoption of Proposed Fee Schedule.

Attachments: N/A.

Prepared By: Ben Williams, Assistant Town Manager

Date: 7/3/2017

ABSTRACT ROUTING:

TC _____

FD _____

TM 7/6/2017

Final 7/6/2017

Supporting Documentation

Currently it is the responsibility of the developer of any new development (residential, commercial, etc.) to purchase and install approved street name and traffic signs. Signs must meet the Town's standards and be properly located within the development. In the past, there have been issues with incorrect signage (ie. Letter size, street block numbering, reflective material, etc) and delayed installation.

As a result of the recent requests by developers and concerns relative to emergency response, staff is proposing to charge developers a fee per sign within new developments. The proposed fee of \$150 per sign is expected to sufficiently cover the cost of materials and labor for installation by the Public Works Dept. Staff will be responsible for ordering materials and installation of the appropriate number of signs in the proper location.

Budgetary Impact: Cost of street signs will be paid for by developer.

Recommendation: Adoption of Street Sign Fee Schedule for New Development.