



**WINTERVILLE TOWN COUNCIL AGENDA  
MONDAY, FEBRUARY 8, 2021 - 7:00 PM  
WINTERVILLE TOWN HALL ASSEMBLY ROOM  
REMOTE VIA ZOOM**

- I. CALL TO ORDER.**
- II. INVOCATION.**
- III. PLEDGE OF ALLEGIANCE.**
- IV. WELCOME.**
- V. APPROVAL OF AGENDA.**
- VI. PROCLAMATION.**
  1. Black History Month.
- VII. PRESENTATION.**
  1. MetroNet: Kathy Scheller, Director of Governmental Affairs.
- VIII. PUBLIC COMMENT:** *The Public Comment period of thirty minutes provides an opportunity for residents to comment on any item included in the agenda or to address the Town Council on any other matter related to the Town of Winterville. For an item included in the Public Hearing section of the agenda, residents should address the Council at the time the Mayor invites public comment on the item. No public comment may be made to the Council during the meeting, except during the Public Comment period or as part of a Public Hearing. Individual speakers are limited to a maximum of three minutes, and no more than three speakers may address the Council on a single matter. The Town Council may elect to take no action on the matter addressed by a speaker, may schedule the matter for further consideration at a future Council meeting, or may refer the matter to Town staff for disposition. Copies of the Town Public Comment Policy are available in the rear of the Assembly Room.*
- IX. CONSENT AGENDA:** *The following items are considered routine in nature and will not be discussed by the Town Council unless a Councilman or citizen requests that an item be removed from the Consent Agenda for further discussion. The Mayor may allow citizens to address an item or ask questions.*
  1. Approval of the following sets of Council Meeting Minutes:
    - January 11, 2021 Regular Meeting Minutes; and
    - January 25, 2021 Vision Setting Meeting Minutes.
  2. Eli's Ridge, Phases 1 and 3 (Storm Water Detention Area) - Annexation: Schedule Public Hearing for Monday, March 8, 2021.
  3. Budget Amendment 2020-2021-2.

- X. OLD BUSINESS:**
1. Sanitary Sewer Rehabilitation – SRF Offer and Acceptance Resolution 21-R-021.
- XI. OTHER AGENDA ITEMS.**
1. AG Cox Renovations (Councilman Moore).
  2. Fire and Rescue options (Councilman Moore).
- XII. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS.**
- XIII. REPORTS FROM DEPARTMENT HEADS:**
- ❖ Minimum Housing/Code Enforcement (TLP)
  - ❖ Tar Road Widening Project – Electric Engineering/Relocation (RS)
  - ❖ New Electric Territory Engineering/Installation (RS)
  - ❖ Fork Swamp Greenway Project (EJ)
  - ❖ Multi-Purpose Building Site Plan (EJ)
  - ❖ Winterville Market/Town Common Plan (BW)
  - ❖ Chapman Street Culvert - Nobel Canal Drainage Basin Study (BW)
  - ❖ 2018 Sewer Rehab (BW)
  - ❖ Church Street Pump Station Rehabilitation (BW)
  - ❖ Cemetery (BW)
- XIV. ANNOUNCEMENTS:**
1. Planning and Zoning Board Meeting: Monday, February 15, 2021 @ 7:00 pm - Town Hall Assembly Room (Electronic via ZOOM).
  2. Board of Adjustment Meeting: Tuesday, February 16, 2021 @ 7:00 pm - Town Hall Assembly Room (Electronic via ZOOM).
  3. Recreation Advisory Board: Tuesday, February 23, 2021 @ 6:30 pm - Town Hall Assembly Room (Electronic via ZOOM).
  4. NCLM Town and State Social, Wednesday, March 3, 2021 @ 5:00 PM - 7:00 PM – Virtual Webinar.
- XV. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.**
- XVI. ADJOURN.**

***SPECIAL NOTICE:*** *Anyone who needs an interpreter or special accommodations to participate in the meeting should notify the Town Clerk, Don Harvey at (252) 215-2344 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:** Proclamations

**Meeting Date:** February 8, 2021

**Presenter:** Donald Harvey, Town Clerk

**Item to be Considered**

**Subject:** Black History Month – February 2021.

**Action Requested:** Approval of Proclamation.

**Attachment:** Proclamation Honoring Black History Month.

**Prepared By:** Donald Harvey, Town Clerk

**Date:** 1/27/2021

**ABSTRACT ROUTING:**

TC: 2/1/2021

TM: 2/3/2021

Final: tlp - 2/3/2021

**Supporting Documentation**

Approval of the attached Proclamation Honoring Black History Month.

**Budgetary Impact:** NA.

**Recommendation:** Approval of Proclamation.



## **PROCLAMATION BLACK HISTORY MONTH**

**WHEREAS**, much of the Town of Winterville's honor, strength and stature can be attributed to the diversity of cultures and traditions that are celebrated by the residents of this great region; and

**WHEREAS**, February has been designated as Black History Month in which we pause to reflect on the contributions of the African American community; and

**WHEREAS**, African Americans have played significant roles in the history of North Carolina State's economic, cultural, spiritual and political development while working tirelessly to maintain and promote their culture and history; and

**WHEREAS**, as a result of their determination, hard work, intelligence and perseverance, African Americans have worked tirelessly to maintain and promote a valuable and lasting contribution to the Town of Winterville, our state, and nation achieving exceptional success in all aspects of society including business, education, politics, economy, culture, science, arts, and history; and

**WHEREAS**, this observance affords special opportunity to become more knowledgeable about black heritage, and to honor the many black leaders who have contributed to the progress of our nation and community; and

**WHEREAS**, such knowledge can strengthen the insight of all our citizens regarding the issues of human rights, the great strides that have been made in the crusade to eliminate the barriers of equality for minority groups, and the continuing struggle against racial discrimination and poverty; and

**WHEREAS**, we join with all Americans in celebrating our diverse heritage and culture and continuing our efforts to protect democracy for all people, and recognizing the vital achievements of our local African American residents; and

**NOW, THEREFORE, BE IT RESOLVED**, that I do hereby proclaim the month of February 2021 as Black History Month and express special commendation to the dedicated volunteers who have labored so diligently to make this observance a reality in our community; and

**IN WITNESS WHEREOF**, I do set my hand, and cause the seal of Winterville to be affixed this 8<sup>th</sup> day of February 2021.

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Douglas A. Jackson, Mayor

**Attest:**

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Donald Harvey, Town Clerk



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**Who is MetroNet?**

- 100% fiber-optic internet, television and phone company established in 2004 in Indiana
- Serving over 90+ communities across 9 states (IN, IL, OH, MN, MI, IA, KY, FL, NC)
- Blazing-fast symmetrical Internet - **Upload AS FAST as you download!**
- Passion for Customer Service / over 210,000 customer base

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**Your Fiber Benefit**

**QUALITY OF LIFE**  
Reliably-fast broadband allowing simultaneous streaming, distance learning, tele-commuting and more

**FUTURE PROOF**  
Virtually unlimited capacity

**LATEST TECHNOLOGY**  
Ready for 4K TV, increased video streaming, telemedicine, etc.

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## Fiber Benefits

- Increase Home Value**  
Increased by 3.1% due to fiber connection
- Exclusive Access**  
Only 20% of the homes in the United States have access to fiber
- Competition**  
Incredible fiber services, better customer service and competitive pricing
- Fastest Internet**  
MetroNet markets have the fastest average Internet speeds

1. Wall Street Journal, June 30, 2010, FTN Channel Study, June 29, 2010  
2. Channel Search Firm: The Coming Tech Revolution and Why America Must Move It (2010)  
3. MASH Test Data

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## A MetroNet community will benefit from:

- High Level of Customer Service**  
An average of 30%+ higher customer satisfaction scores than peers
- Broad Availability**  
A substantial portion of city households in initial build plan
- Local Presence**  
Local staff, community involvement, and local events
- Superior Fiber Services**  
Best technology  
1 Gigabit **symmetrical** speeds  
Attractive "more for the same" pricing  
No long-term contracts  
Pass-Thru video pricing  
**Redundancy route** and outage communication plan

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## Neighborhood Communication

- Construction Communications**  
Letter, postcard, turf signs, entrance signs, etc.
- Construction Website**  
Document questions or concerns  
Yard restoration, locate underground utilities, etc.  
See where we're working
- Responsiveness**  
95%+ response rate within 24 hrs

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### Restoration Process:

- Restoration within 24-48 hours
  - Restore as we go
- Construction Website:
  - <https://construction.metronetinc.com/cc/>
- Document questions or concerns
  - Yard restoration, locate underground utilities, etc.
  - See where we're working
- Responsiveness
  - 95%+ response rate within 24 hrs



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### The Permitting Strategy is essential:

- DESIGN** – Community is completely designed prior to construction for review.
- PERMITS/DRAWINGS** – submitted all at once or separately for review as this is a large communitywide build. Sample of Drawings will be available.
- TRANSPARENT COMMUNICATION** - Continual between designated City Staff and MetroNet Project/Construction Management
- PRECONSTRUCTION MEETINGS** – held prior to any area build with all parties associated with the project.



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### Go-To-Market Plan

**CONSULTATIVE SALES**



Helping residents understand the right fit for services

**WEBSITE**



Sign up online quickly, easily, and anytime.

**CUSTOMER SERVICE**



We're always available and always in our markets.

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**Standard Pricing:**

**Fiber Internet**

100/100 Mbps <b>\$49</b> <sup>95</sup> / <sub>mo</sub>	200/200 Mbps <b>\$59</b> <sup>95</sup> / <sub>mo</sub>	500/500 Mbps <b>\$69</b> <sup>95</sup> / <sub>mo</sub>	1/1 Gb <b>\$89</b> <sup>95</sup> / <sub>mo</sub>
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**Fiber TV**

<b>Basic</b> <b>\$24</b> <sup>14</sup> / <sub>mo</sub>	<b>Standard</b> <b>\$81</b> <sup>22</sup> / <sub>mo</sub>	<b>Preferred</b> <b>\$92</b> <sup>02</sup> / <sub>mo</sub>
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**Fiber Phone**

<b>Fiber Phone 1000</b> <b>\$9</b> <sup>95</sup> / <sub>mo</sub>
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Kathy M. Scheller  
Director of Government Affairs  
(812) 760-9228  
[kathy.scheller@metronetinc.com](mailto:kathy.scheller@metronetinc.com)

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**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Consent Agenda

**Meeting Date:** February 8, 2021

**Presenter:** Donald Harvey, Town Clerk

**Item to be Considered**

**Subject:** Council Meeting Minutes.

**Action Requested:** Approval of Minutes.

**Attachment:** Draft Minutes of the Council meeting listed below.

**Prepared By:** Donald Harvey, Town Clerk

**Date:** 1/27/2021

**ABSTRACT ROUTING:**

TC: 2/1/2021

TM: 2/3/2021

Final: tlp - 2/3/2021

**Supporting Documentation**

Approval of the following sets of Council Meeting Minutes:

- January 11, 2021 Regular Meeting Minutes; and
- January 25, 2021 Vision Setting Meeting Minutes

**Budgetary Impact:** NA.

**Recommendation:** Approval of Minutes.



**WINTERVILLE TOWN COUNCIL  
MONDAY, JANUARY 11, 2021 – 7:00 PM  
REGULAR MEETING MINUTES  
REMOTE VIA ZOOM**

The Winterville Town Council met in a Regular Meeting on the above date at 7:00 PM in the Town Hall Assembly Room, with Mayor Douglas A. Jackson presiding. The following were present:

Douglas A. Jackson, Mayor (remote)  
Richard (Ricky) E. Hines, Mayor Pro Tem  
Tony P. Moore, Councilman  
Johnny Moye, Councilman (remote)  
Veronica W. Roberson, Councilwoman (remote)  
Mark C. Smith, Councilman (remote)  
Keen Lassiter, Town Attorney  
Terri L. Parker, Town Manager  
Ben Williams, Assistant Town Manager  
Ryan Willhite, Police Chief  
David Moore, Fire Chief  
Robert Sutton, Electric Director  
Anthony Bowers, Finance Director  
Evan Johnston, Parks and Recreation Director  
Bryan Jones, Planning Director  
Donald Harvey, Town Clerk

**CALL TO ORDER:** Mayor Jackson called the meeting to order.

**INVOCATION:** Councilman Smith gave the Invocation.

**PLEDGE OF ALLEGIANCE:** Mayor Jackson led everyone in the Pledge of Allegiance.

**WELCOME:** Mayor Jackson welcomed the public.

**APPROVAL OF AGENDA:**

Manager Parker noted an amendment to the Agenda to add the Proclamations and the discussion of a letter to the Attorney General concerning Suddenlink.

**Motion made by Councilman Moore and seconded by Councilman Moye to approve the amended agenda as noted. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**PROCLAMATIONS:**

Dr. Martin Luther King, Jr. Day Proclamation.



**PROCLAMATION**  
**DR. MARTIN LUTHER KING, JR. DAY**

**WHEREAS**, Dr. Martin Luther King, Jr. was a great moral leader who espoused peace and the brotherhood of man; and

**WHEREAS**, Dr. King advanced the cause of the attainment of social changes for all people and the establishment of "The Beloved Community" worldwide; and

**WHEREAS**, Dr. Martin Luther King, Jr. admonished us to have faith, wisdom, and conviction that racial harmony can be achieved and left us a blueprint for harmonious relationships, let us, therefore, embrace his principles of love, peace and non-violence as well as freedom and justice for all; and

**WHEREAS**, a national holiday has been established by law to observe the anniversary of Dr. King's birth; and

**WHEREAS**, the State of North Carolina has established the third Monday in January as a legal holiday in honor of his birth;

**NOW, THEREFORE**, I, Douglas A. Jackson, Mayor of the Town of Winterville hereby proclaim January 18, 2021, as "DR. MARTIN LUTHER KING, JR. DAY" throughout the Town of Winterville. I urge all citizens to avail themselves of the splendid opportunity to remember and celebrate the life of Dr. King, whose struggle for civil rights and noble pursuit of equality for all Americans deserve our heartfelt appreciation.

**IN WITNESS WHEREOF**, I do set my hand, and cause the seal of Winterville to be affixed this 11th day of January 2021.

\_\_\_\_\_  
Douglas A. Jackson, Mayor

**Attest:**

\_\_\_\_\_  
Donald Harvey, Town Clerk

**Motion made by Councilman Moyer and seconded by Councilman Smith to approve the Dr. Martin Luther King, Jr. Day Proclamation. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moyer, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

# Human Trafficking Awareness and Prevention Proclamation



## **PROCLAMATION** *Human Trafficking Awareness and Prevention*

**WHEREAS**, human trafficking involves the recruitment, harboring, transportation, provision, buying or selling of human beings for their services of labor or commercial sex through the use of force, fraud or coercion; and

**WHEREAS**, human trafficking violates basic human rights and deprives victims of human dignity and freedom. Victims are dehumanized and forced into modern-day slavery; and

**WHEREAS**, human trafficking is a growing global and national problem, with North Carolina being consistently ranked among the top ten states for prevalence in human trafficking; and

**WHEREAS**, it is imperative that we educate our communities, our young people, and families to take an active interest in learning how to recognize the risks and resist predators who use coercion and threats to manipulate children as young as 12 into labor or sex trafficking; and

**WHEREAS**, in recognition of the need for that education, the NC General Assembly enacted legislation mandating that sex trafficking prevention and awareness information be included in the sexual health education curriculum; and

**WHEREAS**, the NC General Assembly enacted legislation in 2019 mandating that sex trafficking training be provided to all public school personnel; and

**WHEREAS**, the Pitt County Coalition Against Human Trafficking seeks to eradicate human trafficking by empowering organizations and individuals through collaboration, leadership, and training; and

**WHEREAS**, the Pitt County Sheriff's Office, the Pitt County Department of Social Services, Pitt County Schools and many other organizations are active members of the Pitt County Coalition Against Human Trafficking; and

**WHEREAS**, the Town of Winterville is committed to protecting people vulnerable to human trafficking and taking action to end human trafficking through prevention, prosecution, and partnerships.

**IN WITNESS WHEREOF**, I, do hereby proclaim January 2021 as "Human Trafficking Awareness and Prevention Month", and commend its observance to all citizens and set my hand, and cause the seal of Winterville to be affixed this 11th day of January 2021.

\_\_\_\_\_  
Douglas A. Jackson, Mayor

**Attest:**

\_\_\_\_\_  
Donald Harvey, Town Clerk

**Motion made by Councilman Moore and seconded by Mayor Pro Tem Hines to approve the Human Trafficking Awareness and Prevention Proclamation. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**PUBLIC COMMENT:** Mayor Jackson read the Public Comment Policy.

1. Shantel Hawkins continued her request for a Town Forum to address concerns about the reality of systemic racism, inequities and disconnect within the country and the Town of Winterville.

**CONSENT AGENDA:**

Items included in the Consent Agenda:

1. Approval of the following set of Council Meeting Minutes:
  - December 14, 2021 Regular Meeting Minutes.
2. Eli’s Ridge, Phases 1 and 3 (Storm Water Detention Area) - Annexation: Direct Town Clerk to Investigate the Sufficiency of Annexation.



**Resolution No. 21-R-011**

**RESOLUTION DIRECTING THE TOWN CLERK TO INVESTIGATE  
A PETITION RECEIVED UNDER NCGS 160A-31**

**Eli's Ridge, Phases 1 and 3 (Storm Water Detention Area) – Annexation**

**WHEREAS**, a petition requesting annexation of an area described in said petition were received on December 22, 2020 by the Town Council; and

**WHEREAS**, NCGS 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

**WHEREAS**, the Town Council of the Town of Winterville seems it advisable to proceed in response to this request for annexation.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Winterville that:

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of the investigation.

Adopted this the 11<sup>th</sup> day of January 2021.

\_\_\_\_\_  
Douglas A. Jackson, Mayor

ATTEST:

\_\_\_\_\_  
Donald Harvey, Town Clerk

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moore to approve the consent agenda. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**NEW BUSINESS:**

1. Audit Contract for fiscal year 2020 – 2021 with Carr, Riggs, and Ingram, LLC. Finance Director Bowers noted that each year the Town Council approves the contract with the audit firm that it uses for its independent review of the Town’s Finances. We are recommending that we use CRI out of Goldsboro. This will be the fourth full year for the Goldsboro team. Mr. Jordan and his staff are highly recognized in the State and are used to review other audits in the State. This contract is accounted for in the Operating Budget for the Finance Department. The value of the contract is \$39,050.

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moore to approve the Audit Contract for fiscal year 2020 – 2021 with Carr, Riggs, and Ingram, LLC. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**OTHER AGENDA ITEMS:**

1. Discussion on Suddenlink Letter (Councilman Smith). Council discussed the continued complaints of service provided by Suddenlink. Numerous other localities are joining in a request to Josh Stein, Attorney General to look into the matter. A draft letter was provided.



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P.O. Box 1459  
Winterville, NC 28590

Phone: (252) 756-2221  
Fax: (252) 321-8455  
[www.wintervillenc.com](http://www.wintervillenc.com)

**CERTIFIED MAIL**

January 12, 2021

Josh Stein, North Carolina Attorney General  
North Carolina Department of Justice  
9001 Mail Service Center  
Raleigh, NC 27699-9001

**Re: Complaint Regarding Internet Service Provider – Suddenlink Communications/Altec USA  
(Suddenlink)**

Dear Mr. Stein:

The purpose of this letter is to join some of our fellow cities and towns in eastern North Carolina and request that the North Carolina Attorney General's Office initiate an investigation into the business practices of Suddenlink Communications/Altec USA (hereinafter referred to as Suddenlink). The Town of Winterville receives constant complaints regarding poor service and unfair business practices from this Provider. These complaints against Suddenlink include, but are not limited to escalating costs; excessively long and frequent outages; poor communication/response to said outages; failure to keep equipment in good working condition; "temporary" fixes resulting in exposed/low-hanging lines for extended periods of time; very slow internet speeds (lower than advertised or sold); poor customer service practices; and lack of availability to service.

While many of these complaints span a multi-year period, the COVID-19 Pandemic has exposed the broad scope of the problems with both physical infrastructure and service delivery of Suddenlink. The combination of Stay-at-Home orders, remote learning, and teleworking requirements during the Pandemic has brought about a larger-scale reliance on internet service and specifically Suddenlink. Due to the continuing problems which Suddenlink has failed to address, Winterville citizens are frequently denied access to required information, remote education, and teleworking requirements. The Town seeks any assistance that your Office can provide to "force" improvement of this vital utility within our service area. For some time, Town Officials have directed citizens to report issues with Suddenlink known to your office. Town Officials will continue this practice so that the North Carolina Department of Justice may document the persistent and extensive service delivery issues with this Company.

Thank you for your prompt attention to this matter. Please contact me at (252) 215-2344 or Terri L. Parker, Town Manager at (252) 215-2341 with additional questions regarding this matter.

Sincerely,

Douglas A. Jackson  
Mayor

Cc: Winterville Town Council  
Terri L. Parker, Town Manager  
Keen Lassiter, Town Attorney

**Motion made by Councilman Smith and seconded by Councilwoman Roberson to approve sending the letter to the Attorney General concerning Suddenlink. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**ITEMS FOR FUTURE AGENDA/FUTURE WORK SESSIONS:**

Councilwoman Roberson requested that we move forward in conducting a Forum to discuss Ms. Hawkins's topics. Council discussed different ways the Forum could be held to allow for the best way to allow most participation and timing relative to the coronavirus.

**Motion made by Councilwoman Roberson and seconded by Councilman Moye for Staff to contact Ms. Hawkins and develop a virtual method to hold the Forum. The poll vote results are as follows: Mayor Pro Tem Hines, no; Councilman Moore, no; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried 3-2.**

**REPORTS FROM DEPARTMENT HEADS:**

- ❖ Minimum Housing/Code Enforcement (TLP)
- ❖ Tar Road Widening Project – Electric Engineering/Relocation (RS)
- ❖ New Electric Territory Project - Engineering/Installation (RS)
- ❖ Fork Swamp Greenway Project (EJ)
- ❖ Multi-Purpose Building Site Plan (EJ)
- ❖ Winterville Market/Town Common Plan (BW)
- ❖ Chapman Street Culvert - Nobel Canal Drainage Basin Study (BW)
- ❖ 2018 Sewer Rehabilitation (BW)
- ❖ Church Street Pump Station Rehabilitation Project (BW)
- ❖ Cemetery Expansion Project (BW)

Finance Director Bowers noted utility bills were delayed and notifications was made to citizens.

**ANNOUNCEMENTS:** Town Clerk Harvey read the following announcements.

1. Town Offices Closed: Monday, January 18, 2021 for the Martin Luther King, Jr. Holiday.
2. Town Council Vision Setting Meeting: Monday, January 25, 2021 – 5:30 PM – Town Hall Assembly Room (Remote via ZOOM).
3. Recreation Advisory Board: Tuesday, January 26, 2021 @ 6:30 pm - Town Hall Assembly Room (Remote via ZOOM).

**REPORTS FROM THE TOWN ATTORNEY, MAYOR, AND TOWN COUNCIL, AND TOWN MANAGER:**

**Attorney Lassiter:** Noted that there was a Closed Session tonight.

**Councilman Moore:** No report.

**Mayor Pro Tem Roberson:** Said that Rev. Turnage was having a Martin Luther King event.

**Councilman Smith:** No report.

**Councilman Moye:** Wished everyone a Happy New Year and noted the Christmas decorations. He requested investigate extending decorations on Old Tar Road from Food Lion to Town limits. Town Manager Parker and Staff will check into feasibility and cost to replace worn out and additional decorations.

**Councilman Hines:** No report.

**Manager Parker:** Happy New Year to everyone and looking forward to the New Year. Explained the Closed Session procedures for tonight.

**Mayor Jackson:** The noted that these are perilous times, be cautious, take seriously the virus.

**CLOSED SESSION:**

**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. (Acquisition of Real Property.) and;

**NCGS § 143-318.11. (a) (6)** To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting. (Personnel Matter).

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moore to go into Closed Session for the above stated purposes. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0. Meeting went into Closed Session at 7:54pm.**

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moore to return to Open Session. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moore to uphold the July 6, 2006 Personnel Policy and all amendments since that time. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0.**

**ADJOURN:**

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moore to adjourn the meeting. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0. Meeting adjourned at 9:08 pm.**

Adopted this the 8<sup>th</sup> day of February 2021.

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Douglas A. Jackson, Mayor

ATTEST:

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Donald Harvey, Town Clerk



**WINTERVILLE TOWN COUNCIL  
MONDAY, JANUARY 25, 2021 - 5:30 PM  
VISION SETTING MEETING MINUTES  
REMOTE VIA ZOOM**

The Winterville Town Council met in a Vision Setting Meeting on the above date at 5:30 PM in the Town Hall Assembly Room, with Mayor Douglas A. Jackson presiding. The following were present:

Douglas A. Jackson, Mayor (remote)  
Richard (Ricky) E. Hines, Mayor Pro Tem  
Tony P. Moore, Councilman  
Johnny Moye, Councilman (remote)  
Veronica W. Roberson, Councilwoman (remote)  
Mark C. Smith, Councilman  
Terri L. Parker, Town Manager  
Ben Williams, Assistant Town Manager  
Ryan Willhite, Police Chief  
David Moore, Fire Chief  
Robert Sutton, Electric Director  
Anthony Bowers, Finance Director  
Evan Johnston, Parks and Recreation Director  
Bryan Jones, Planning Director  
Donald Harvey, Town Clerk

**CALL TO ORDER:** Mayor Jackson called the meeting to order.

**INVOCATION:** Councilman Moore gave the Invocation and blessed dinner.

**PLEDGE OF ALLEGIANCE:** Mayor Jackson led everyone in the Pledge of Allegiance.

**WELCOME:** Mayor Jackson welcomed the public.

**APPROVAL OF AGENDA:**

**Motion made by Mayor Pro Tem Hines and seconded by Councilman Moye to approve the agenda as presented. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0**

Council took a break to eat dinner. Meeting resumed after dinner.

**ITEMS FOR DISCUSSION:**

**State of the Budget - FY 2021-2022:** Anthony Bowers, Finance Director.



## Town of Winterville

### Budget Highlights and Outlook

## FY 2020-2021 Revenues

- General Fund
- Recreation Fund
- Electric Fund
- Water Fund
- Sewer Fund
- Stormwater Fund

## General Fund

- Revenues are on target for the current Fiscal Year.
- As of the end of January we will have completed 58.% percent of the year.
- Revenues are currently at 71% of the total revenue budget.
- With budgeted inter-fund transfers accounting for 11% of the General Fund Revenues.
- Revs. are currently 2% lower than last year.

## General Fund

- Property Tax revenue is at 99% of the Budget.
- Vehicle Property Tax is currently on target for what was expected for this time of the year. We are averaging about \$48,074 monthly, which is approximately \$4,939 more per month than last year.
- Local Option Sales Tax is currently 59.47% of the estimated Budget.
- Utility Franchise Taxes are on target with relation to Budget estimates.
- GF is balanced with a \$130,021 Fund Balance appropriation.

## Recreation Fund

- There were no contributions from Retained Earnings used to balance the Recreation Fund Budget.
- The Recreation Fund has collected 87% of budgeted revenues. Many of the program revenues are collected in the spring.
- 86% of Recreation Revenues are transferred from the General Fund.

## Electric Fund

- The Electric Fund has sales revenues that are currently on target with expectations in the amount of \$6,462,337.
- Revenues are at 52% with 50% of the year billed.
- There are no contributions from Retained Earnings used to balance the Electric Fund Budget.

## Water Fund

- The Water Fund is on target with water sales at 52% for the year.
- Current sales are at \$768,471 for the year.
- The Water Fund used \$53,305 Retained Earnings to balance the Budget.

## Sewer Fund

- The Sewer Fund Sales are on target with \$1,130,487. Which is 51% of the sales budgeted for the year.
- This fund was balanced with contributions from Retained Earnings in the amount of \$299,799.

## Stormwater Fund

- Stormwater billings are \$251,794 or 50% of the Budget.
- There were \$17,804 Retained Earnings used to balance the budget.

## FY 2020-2021 Expenditures

- General Fund
- Recreation Fund
- Electric Fund
- Water Fund
- Sewer Fund
- Stormwater Fund

## General Fund

- At this point in the year, we have only had minor Budget amendment changes in the General Fund Budget.
- I would expect at least two more Budget amendments before year-end.
- In the General Fund the Town has spent 39.22% of the funds that were appropriated.
- Large capital purchases will be made in the near future.

## Recreation Fund

- The Recreation Fund is currently lower than normal, with 26.75% of the yearly appropriations having been spent.
- \$297,073 of the \$1,110,368 budgeted has been spent.
- Capital spending for Recreation this year is \$58,000.

## Electric Fund

- The “Purchase for Resale” line item is on target for the year with \$1,416,567. of the \$3,775,000 having been spent.
- The total expenditure is at 44% of the appropriation for the year.
- The total Budget is \$7,477,027.

## Water Fund

- The total expenditure is at 68% of the appropriation for the year.
- “Purchase for Resale” is at 39% of the Budget for the year with \$152,839 of the \$394,000 having been spent.
- The total Water Fund Budget is \$1,570,198.

## Sewer Fund

- The Sewer Fund has currently spent 38.31% of its annual appropriation.
- CMSD expense is 43% of the annual Budget.
- The total Sewer Fund Budget is \$2,512,834.

## Stormwater Fund

- The Stormwater Fund has spent 39% of its annual appropriation of \$507,090
- The largest appropriation in the Stormwater Fund is contracted services \$146,518.

## Fund Balance Status

- Our unrestricted Fund Balance as of 6-30-2020 was 67.78%. Up from 56% in 2019.
- The Town appropriated \$297,598. to balance the Budget this year. Unassigned FB was \$7,102,605 or 61% of AOE.
- The Fund Balance percentage presented for the General Fund includes the Recreation Fund.
- The Recreation Reserve has \$71,097.

## Fund Balance Status

- The Powell Bill Fund has a Fund Balance of \$241,969.
- The Electric Fund has Unrestricted Retained Earnings in the amount of \$7,424,873 or 97% of the Annual Operating Budget.
- The Water Fund has Retained Earnings in the amount of \$1,807,462 or 87% of the AOB.
- The Sewer Fund has RE in the amount of \$637,928 or is 23% of the AOB. This is up from 14% last year.
- The Storm Water Fund has RE in the amount of \$591,515 or 1.13% of the AOB

## Factors for Next Year

- We have two small loans coming off the books this year. The Recreation Department has a loan payment ending in the amount of \$19,219. The second loan is for the Police Department in the amount \$33,600.
- New loan starting is :
  - Public Works Equipment - \$94,118
  - Motor Pool Vehicle - \$8,942
  - ERP Software - \$70,395

## Unfunded Commitments

- Cost associated with the reduction of fire grant funding \$249,000.
- 2020 Sewer Rehabilitation debt service .
- Sewer System Expansion.
- Old Tar Road widening, Utility and Pedestrian.
- CMSD Commitments.
- Sewer Cost Share for Worthington Rd. Exp.

## Unfunded High Priorities

- Land and Multipurpose Facility
- Multipurpose operation and maint. cost.
- Cemetery development and maint. cost.
- Greenway.
- Road Improvements.
- Storm water Railroad St. Project.
- Winterville Crossing pump station abandonment \$300k.
- Fire Training Ground

## Considerations For Next Year

Town's Portion of the SAFR Grant - \$ 721,786  
and increase of \$249,000

Sewer Rehabilitation Project - \$ 3,600,000

Old Tar Road Utility Migration - \$1,000,000

Electric Transmission Expansion - \$4 to 5 million

Railroad St. Stm. Water Imp. Proj - \$ 3,000,000

Recreation Land Expansion Appraisal Value?

Roads Improvement Project

Departmental Request/Needs

## External Factors For Next Year

- Housing permits issued by the Planning Dept. decreased to 52 in 2020 down from 84 in 2019. Inventory will open up during next FY.
- The unemployment rate for Greenville is 6% up from 3.9% for 2020.
- Potential for Sales Tax uncertainty.

## External Factors For Next Year

- Overall economists seem to be optimistic about growth potential for North Carolina next year. Expectations are for the economy to get back to normal once the vaccine roles out.
- Expectations are for interest rates to remain constant for the rest of 2021. However, 2022 may bring additional change. Fiscal Policy changes and a recovery may lead to increase in interest rates.
- Current Tax Levy yields \$79,000.

## External Factors For Next Year

- The CPI for last year was 1.4% according to the US Bureau of Labor Statics.
- Inflation rate for 2021 is expected to be 2.24% according to Statista.
- Home sales are a large portion of the Sales and Use Tax that we receive. This is why we are ahead of budget, while other economic factors are lagging. Local business, Restaurant etc.

## External Factors For Next Year

- Expecting increases in Health Insurance in the 5% to 9% range.

## Questions



**State of the Budget - FY 2021-2022:** Terri L. Parker, Town Manager. Pick up from last year with a conservative approach. Thanks to Finance Director Bowers for his presentation. Now, Assistant Town Manager Williams will cover public works.

**Council Vision Setting Process/Discussion:** Ben Williams, Assistant Town Manager

Current Residential User Rates / Usage		Sewer - Inside Town Limits	
Fund	Sewer		
No. of Res. Cust.		3,824	
Avg. Mo. Res. Usage Gal/Mo		3,725	
Fixed Rate	\$	34.33	1st 3000 gallons
Variable Rate 1	\$	8.57	per 1000 gallons over 3000 up to 20000
Variable Rate 2	\$	7.01	per 1000 gallons over 20000
Avg. Mo. Res. Bill	\$	40.54	
5,000 gal/mo Res. Bill	\$	51.47	

1. Project	2018 Sewer Rehab		
Financing Source	NCDENR - CWSRF		
Est. Total Project Cost	\$	3,723,029	
Amount Financed	\$	3,223,029	\$500,000 PF with 0% Loan on balance
Interest Rate		0%	
Term (Yrs)		20	

Proposed Residential User Rates						5,000 gal/	
P&I Total	% of annual Res. Billings revenue	Fixed Rate	Variable Rate 1	Variable Rate 2	Avg. Mo. Res. Bill	mo Res. Bill	
\$	161,151	8.7%	\$ 37.30	\$ 9.31	\$	44.06	\$ 55.93
Total Change in Mo. Res Bill						3.51	INCREASED IN 2020
Percent Increase						8.7%	

2. Project	2019 Sewer Rehab - PS		
Financing Source	NCDENR - CWSRF		
Est. Total Project Cost	\$	1,974,200	
Amount Financed	\$	1,474,200	\$500,000 PF with 0% Loan on balance
Interest Rate		0%	
Term (Yrs)		20	

Proposed Residential User Rates						5,000 gal/	
P&I Total	% of annual Res. Billings revenue	Fixed Rate	Variable Rate 1	Variable Rate 2	Avg. Mo. Res. Bill	mo Res. Bill	
\$	73,710	4.0%	\$ 35.69	\$ 8.91	\$	42.15	\$ 53.51
Total Change in Mo. Res Bill						1.61	
Percent Increase						4.0%	

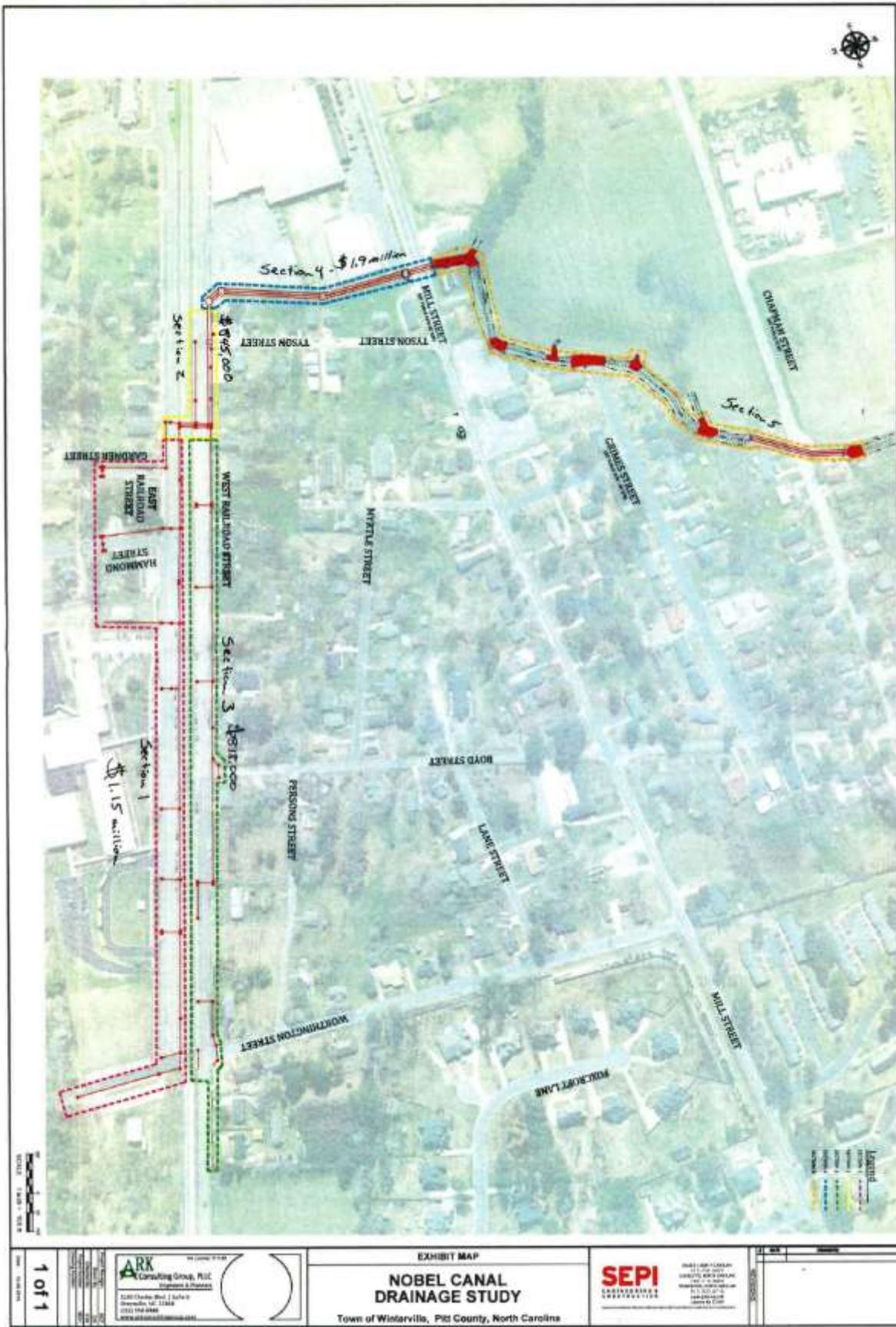


3a. Project		<b>Winterville Crossing PS Abandonment - CCS gravity size and depth</b>						
Financing Source		TBD						
Est. Total Project Cost	\$	70,000	Betterment Cost per Stroud Eng					
Amount Financed	\$	70,000						
Interest Rate		0%						
Term (Yrs)		5						
Proposed Residential User Rates								
P&I Total		% of annual Res. Billings revenue	Fixed Rate	Variable Rate 1	Variable Rate 2	Avg. Mo. Res. Bill	5,000 gal/ mo Res. Bill	
\$	14,000	0.8%	\$ 34.60	\$ 8.64		\$ 40.86	\$ 51.87	
						Total Change in Mo. Res Bill	0.31	
						Percent Increase	0.8%	

3b. Project		<b>Winterville Crossing PS Abandonment - Gravity from CCS manhole to PS</b>						
Financing Source		TBD						
Est. Total Project Cost	\$	189,125						
Amount Financed	\$	189,125						
Interest Rate		2%						
Term (Yrs)		5						
Proposed Residential User Rates								
P&I Total		% of annual Res. Billings revenue	Fixed Rate	Variable Rate 1	Variable Rate 2	Avg. Mo. Res. Bill	5,000 gal/ mo Res. Bill	
\$	40,125	2.2%	\$ 35.07	\$ 8.75		\$ 41.42	\$ 52.58	
						Total Change in Mo. Res Bill	0.87	
						Percent Increase	2.2%	

4. Project		<b>ElI's Ridge PS and Forcemain</b>						
Financing Source		TBD						
Est. Total Project Cost	\$	93,000						
Amount Financed	\$	93,000	Sewer Fund					
Interest Rate		0%						
Term (Yrs)		5						
Proposed Residential User Rates								
P&I Total		% of annual Res. Billings revenue	Fixed Rate	Variable Rate 1	Variable Rate 2	Avg. Mo. Res. Bill	5,000 gal/ mo Res. Bill	
\$	18,600	1.0%	\$ 34.67	\$ 8.66		\$ 40.95	\$ 51.98	
						Total Change in Mo. Res Bill	0.41	
						Percent Increase	1.0%	

<u>Project</u>	<u>Impact to Avg. Mo. Res. Bill</u>	
1. 2018 Sewer Rehab	3.51	Increased in 2020
2. 2019 Sewer Rehab - PS	1.61	
3a. Winterville Crossing PS Abandonment - CCS gravity size and depth	0.31	
3b. Winterville Crossing PS Abandonment - Gravity from CCS MH to PS	0.87	
4. ElI's Ridge PS and Forcemain	0.41	
	\$ 6.71	TOTAL Impact to Avg. Mo. Res. Bill



<p><b>1 of 1</b></p>	<p>ARK Consulting Group, PLLC Engineering &amp; Planning 2200 Charles Blvd., Suite 400 Greensboro, NC 27408 (336) 785-8888 www.arkconsulting.com</p>	<p>EXHIBIT MAP</p> <p><b>NOBOL CANAL DRAINAGE STUDY</b></p> <p>Town of Winterville, Pitt County, North Carolina</p>	<p>SEPI ENGINEERS 1001 S. W. 10th St. Gastonia, NC 28053 (704) 792-1111 www.sepi-engineers.com</p>	<table border="1"> <tr> <td>DATE</td> <td>DESCRIPTION</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	DATE	DESCRIPTION		
		DATE		DESCRIPTION				
<p>10/1/2014</p>	<p>10/1/2014</p>	<p>10/1/2014</p>	<p>10/1/2014</p>	<p>10/1/2014</p>				

**Appendix S**  
**Project Cost Estimates**



**Town of Winterville**  
**Nobel Canal Drainage Improvements**  
**Section 1 - North of New Outfall along East Railroad Street**  
Preliminary Opinion of Construction Costs

December 30, 2016

Item No.	Scheduled Quantities	Unit	Item Description	Unit Price	Amount
1	1	LS	Mobilization and Bonding (3% +/-)	\$ 27,000.00	\$ 27,000.00
2	1	LS	Erosion Control	\$ 10,000.00	\$ 10,000.00
3	1	LS	Traffic Control	\$ 10,000.00	\$ 10,000.00
4	4,000	LF	Remove Exist. Curb & Gutter / Valley Gutter	\$ 5.00	\$ 20,000.00
5	4,100	SY	Remove Exist. Stone Base & Pavement	\$ 7.00	\$ 28,700.00
6	5	EA	Remove Exist. Driveway	\$ 500.00	\$ 2,500.00
7	2,080	LF	Remove Exist. Storm Drainage (24" Max Size)	\$ 7.00	\$ 14,560.00
8	140	LF	Remove & Replace San. Sewer w/ DIP	\$ 100.00	\$ 14,000.00
9	5	EA	Adjust Exist. Sanitary Sewer Service	\$ 1,000.00	\$ 5,000.00
10	9	EA	Water Main Drop Assembly	\$ 8,000.00	\$ 72,000.00
11	6	EA	Cut-in Water Gate Valve	\$ 2,500.00	\$ 15,000.00
12	1,500	CY	Undercut Excavation w/ Select Backfill	\$ 20.00	\$ 30,000.00
13	160	LF	15" RCP	\$ 25.00	\$ 4,000.00
14	805	LF	18" RCP	\$ 30.00	\$ 24,150.00
15	150	LF	18" HDPE	\$ 30.00	\$ 4,500.00
16	137	LF	24" RCP	\$ 38.00	\$ 5,206.00
17	536	LF	30" RCP	\$ 51.00	\$ 27,336.00
18	478	LF	36" RCP	\$ 65.00	\$ 31,070.00
19	244	LF	42" RCP	\$ 87.00	\$ 21,228.00
20	264	LF	48" RCP	\$ 110.00	\$ 29,040.00
21	12	EA	Catch Basins	\$ 2,500.00	\$ 30,000.00
22	6	EA	Double Catch Basins	\$ 4,000.00	\$ 24,000.00
23	5	EA	Oversized Catch Basins	\$ 5,500.00	\$ 27,500.00
24	1	EA	Oversized Double Catch Basins	\$ 7,500.00	\$ 7,500.00
25	6	EA	Interference Manhole	\$ 5,500.00	\$ 33,000.00
26	1	EA	Junction Box	\$ 2,500.00	\$ 2,500.00
27	31	EA	Rock Inlet Sediment Trap	\$ 500.00	\$ 15,500.00
28	4,000	LF	Concrete Curb & Gutter	\$ 22.00	\$ 88,000.00
29	320	LF	Concrete Sidewalk	\$ 25.00	\$ 8,000.00
30	1,335	SY	4" CABC	\$ 6.00	\$ 8,010.00
31	4,100	SY	8" CABC	\$ 12.00	\$ 49,200.00
32	4,100	SY	3" Asphalt Binder (119.0B)	\$ 28.00	\$ 114,800.00
33	9,250	SY	1.5" Asphalt Surface (59.5B)	\$ 14.00	\$ 129,500.00
34	1	LS	Pavement Marking & Signage	\$ 20,000.00	\$ 20,000.00
35	1	LS	Seeding & Mulching	\$ 5,000.00	\$ 5,000.00
36	1	LS	Testing Allowance	\$ 3,500.00	\$ 3,500.00
Subtotal				\$	961,300.00
Engineering & Construction Contingency (20%+/-)				\$	192,300.00
<b>Total Estimated Construction Cost</b>				<b>\$</b>	<b>1,153,600.00</b>



**Town of Winterville**  
**Nobel Canal Drainage Improvements**  
**Section 2 - South Railroad St. to Railroad Crossing along West Railroad St.**  
Preliminary Opinion of Construction Costs

December 30, 2016

Item No.	Scheduled Quantities	Unit	Item Description	Unit Price	Amount
1	1	LS	Mobilization and Bonding (3% +/-)	\$ 21,000.00	\$ 21,000.00
2	1	LS	Erosion Control	\$ 7,500.00	\$ 7,500.00
3	1	LS	Traffic Control	\$ 15,000.00	\$ 15,000.00
4	700	LF	Remove Exist. Curb & Gutter / Valley Gutter	\$ 5.00	\$ 3,500.00
5	900	SY	Remove Exist. Stone Base & Pavement	\$ 7.00	\$ 6,300.00
6	600	SY	Asphalt Milling	\$ 4.00	\$ 2,400.00
7	3	EA	Remove Exist. Driveway	\$ 500.00	\$ 1,500.00
8	125	LF	Remove Exist. Storm Drainage (18" Max)	\$ 5.00	\$ 625.00
9	90	LF	Remove Exist. Concrete Sidewalk	\$ 10.00	\$ 900.00
10	128	LF	Fill Exist. Storm Pipe w/ Flowable Fill (15" & 18"	\$ 10.00	\$ 1,280.00
11	40	LF	Remove & Replace San. Sewer w/ DIP	\$ 100.00	\$ 4,000.00
12	6	EA	Adjust Exist. Sanitary Sewer Service	\$ 1,000.00	\$ 6,000.00
13	1	EA	Water Main Drop Assembly	\$ 8,000.00	\$ 8,000.00
14	2	EA	Cut-In Water Gate Valve	\$ 2,500.00	\$ 5,000.00
15	375	CY	Undercut Excavation w/ Select Backfill	\$ 20.00	\$ 7,500.00
16	150	LF	36" Steel Pipe (Jack & Bore)	\$ 1,000.00	\$ 150,000.00
17	150	LF	18" RCP	\$ 30.00	\$ 4,500.00
18	60	LF	24" RCP	\$ 38.00	\$ 2,280.00
19	15	LF	36" RCP	\$ 65.00	\$ 975.00
20	320	LF	7'x3' Box Culvert	\$ 900.00	\$ 288,000.00
21	6	EA	Catch Basins	\$ 2,500.00	\$ 15,000.00
22	1	EA	Oversized Double CB	\$ 15,000.00	\$ 15,000.00
23	2	EA	Oversized Triple CB	\$ 20,000.00	\$ 40,000.00
24	1	EA	Interference MH	\$ 5,500.00	\$ 5,500.00
25	15	EA	Rock Inlet Sediment Trap	\$ 500.00	\$ 7,500.00
26	575	LF	Concrete Curb & Gutter	\$ 22.00	\$ 12,650.00
27	3	EA	Concrete Driveway Apron	\$ 2,500.00	\$ 7,500.00
28	90	LF	Concrete Sidewalk	\$ 25.00	\$ 2,250.00
29	900	SY	8" CABC	\$ 12.00	\$ 10,800.00
30	900	SY	3" Asphalt Binder (119.0B)	\$ 28.00	\$ 25,200.00
31	1,450	SY	1.5" Asphalt Surface (59.5B)	\$ 14.00	\$ 20,300.00
32	1	LS	Pavement Marking & Signage	\$ 1,000.00	\$ 1,000.00
33	1	LS	Seeding & Mulching	\$ 2,500.00	\$ 2,500.00
34	1	LS	Testing Allowance	\$ 2,000.00	\$ 2,000.00
Subtotal				\$	703,460.00
Engineering & Construction Contingency (20%+/-)				\$	140,740.00
<b>Total Estimated Construction Cost</b>				\$	<b>844,200.00</b>



**Town of Winterville**  
**Nobel Canal Drainage Improvements**  
**Section 3 - North of New Outfall along West Railroad Street**  
Preliminary Opinion of Construction Costs

December 30, 2016

Item No.	Scheduled Quantities	Unit	Item Description	Unit Price	Amount
1	1	LS	Mobilization and Bonding (3% +/-)	\$ 18,900.00	\$ 18,900.00
2	1	LS	Erosion Control	\$ 7,500.00	\$ 7,500.00
3	1	LS	Traffic Control	\$ 15,000.00	\$ 15,000.00
4	2,940	LF	Remove Exist. Curb & Gutter / Valley Gutter	\$ 5.00	\$ 14,700.00
5	2,500	SY	Remove Exist. Stone Base & Pavement	\$ 7.00	\$ 17,500.00
6	11	EA	Remove Exist. Driveway	\$ 500.00	\$ 5,500.00
7	385	LF	Remove Exist. Storm Drainage (18" Max Size)	\$ 5.00	\$ 1,925.00
8	80	LF	Remove & Replace San. Sewer w/ DIP	\$ 100.00	\$ 8,000.00
9	10	EA	Adjust Exist. Sanitary Sewer Service	\$ 1,000.00	\$ 10,000.00
10	7	EA	Water Main Drop Assembly	\$ 8,000.00	\$ 56,000.00
11	4	EA	Cut-In Water Gate Valve	\$ 2,500.00	\$ 10,000.00
12	1,500	CY	Undercut Excavation w/ Select Backfill	\$ 20.00	\$ 30,000.00
13	250	LF	Regrade Roadside Ditch	\$ 20.00	\$ 5,000.00
14	125	LF	15" RCP	\$ 25.00	\$ 3,125.00
15	395	LF	18" RCP	\$ 30.00	\$ 11,850.00
16	700	LF	24" RCP	\$ 38.00	\$ 26,600.00
17	245	LF	30" RCP	\$ 51.00	\$ 12,495.00
18	413	LF	36" RCP	\$ 65.00	\$ 26,845.00
19	14	EA	Catch Basins	\$ 2,500.00	\$ 35,000.00
20	2	EA	Double Catch Basins	\$ 4,000.00	\$ 8,000.00
21	2	EA	Oversized Catch Basins	\$ 5,500.00	\$ 11,000.00
22	1	EA	Oversized Double Catch Basins	\$ 7,500.00	\$ 7,500.00
23	4	EA	Interference Manhole	\$ 5,500.00	\$ 22,000.00
24	19	EA	Rock Inlet Sediment Trap	\$ 500.00	\$ 9,500.00
25	2,940	LF	Concrete Curb & Gutter	\$ 22.00	\$ 64,680.00
26	11	EA	Concrete Driveway Apron	\$ 2,500.00	\$ 27,500.00
27	1,000	SY	4" CABC	\$ 6.00	\$ 6,000.00
28	2,500	SY	8" CABC	\$ 12.00	\$ 30,000.00
29	2,500	SY	3" Asphalt Binder (119.0B)	\$ 28.00	\$ 70,000.00
30	6,800	SY	1.5" Asphalt Surface (S9.5B)	\$ 14.00	\$ 95,200.00
31	1	LS	Pavement Marking & Signage	\$ 5,000.00	\$ 5,000.00
32	1	LS	Seeding & Mulching	\$ 5,000.00	\$ 5,000.00
33	1	LS	Testing Allowance	\$ 5,000.00	\$ 5,000.00
Subtotal				\$	682,320.00
Engineering & Construction Contingency (20% +/-)				\$	136,480.00
<b>Total Estimated Construction Cost</b>				<b>\$</b>	<b>818,800.00</b>



**Town of Winterville**  
**Nobel Canal Drainage Improvements**  
**Section 4 - West Railroad Street to Mill Street**  
Preliminary Opinion of Construction Costs

December 30, 2016

Item No.	Scheduled Quantities	Unit	Item Description	Unit Price	Amount
1	1	LS	Mobilization and Bonding (3% +/-)	\$ 47,000.00	\$ 47,000.00
2	1	LS	Erosion Control	\$ 10,000.00	\$ 10,000.00
3	1	LS	Traffic Control	\$ 15,000.00	\$ 15,000.00
4	1	LS	Clearing & Grubbing	\$ 1,250.00	\$ 1,250.00
5	85	LF	Remove Exist. Curb & Gutter	\$ 5.00	\$ 425.00
6	235	SY	Remove Exist. Stone Base & Pavement	\$ 7.00	\$ 1,645.00
11	90	SY	Asphalt Milling	\$ 4.00	\$ 360.00
7	5	EA	Remove Exist. CB / DI	\$ 250.00	\$ 1,250.00
8	65	LF	Remove Exist. Storm Drainage (4'x6' BC)	\$ 225.00	\$ 14,625.00
8	520	LF	Remove Exist. Storm Drainage (72" CMP)	\$ 50.00	\$ 26,000.00
10	2	EA	Remove Exist. Headwall	\$ 1,000.00	\$ 2,000.00
9	1	EA	Adjust Exist. Sanitary Sewer Service	\$ 1,000.00	\$ 1,000.00
10	375	CY	Undercut Excavation w/ Select Backfill	\$ 20.00	\$ 7,500.00
11	1,220	LF	5'x5' Box Culvert	\$ 1,100.00	\$ 1,342,000.00
12	4	EA	Catch Basins	\$ 2,500.00	\$ 10,000.00
13	3	EA	Oversized DI	\$ 5,500.00	\$ 16,500.00
14	1	EA	Oversized JB	\$ 5,500.00	\$ 5,500.00
22	730	TN	Class 1 Rip Rap w/ underliner	\$ 70.00	\$ 51,100.00
15	8	EA	Rock Inlet Sediment Trap	\$ 500.00	\$ 4,000.00
16	80	LF	Concrete Curb & Gutter	\$ 22.00	\$ 1,760.00
17	1	EA	Concrete Driveway Apron	\$ 2,500.00	\$ 2,500.00
18	235	SY	8" CABC	\$ 12.00	\$ 2,820.00
19	235	SY	3" Asphalt Binder (I19.0B)	\$ 28.00	\$ 6,580.00
20	235	SY	1.5" Asphalt Surface (S9.5B)	\$ 14.00	\$ 3,290.00
21	1	LS	Pavement Marking & Signage	\$ 500.00	\$ 500.00
22	1	LS	Seeding & Mulching	\$ 5,000.00	\$ 5,000.00
23	1	LS	Testing Allowance	\$ 2,000.00	\$ 2,000.00
Subtotal				\$	1,581,605.00
Engineering & Construction Contingency (20%+/-)				\$	316,295.00
<b>Total Estimated Construction Cost</b>				<b>\$</b>	<b>1,897,900.00</b>

Discussion by Council and Staff on options and alternatives.

**Motion made by Councilman Moye to complete stormwater improvements on Section 5 of the drainage basin study. The motion died for lack of a second.**

**Motion made by Councilwoman Roberson and seconded by Councilman Moye for Staff to prepare an estimate to stabilize/install rip rap on corners of the drainage study area at Mill Street and Chapman Street. The poll vote results are as follows: Mayor Pro Tem Hines, no; Councilman Moore, no; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, no. Motion failed, 2-3.**

**Motion made by Councilman Moore and seconded by Councilwoman Roberson for Staff to prepare a cost estimate to address immediate and long term stormwater needs along WH Robinson, Sheppard Library and Railroad Street due to safety issues. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0**

**ADJOURN:**

**Motion made by Councilman Moore and seconded by Mayor Pro Tem Hines to adjourn the meeting. The poll vote results are as follows: Mayor Pro Tem Hines, yes; Councilman Moore, yes; Councilman Moye, yes; Councilwoman Roberson, yes; and Councilman Smith, yes. Motion carried unanimously, 5-0. Meeting adjourned at 7:45 pm.**

Adopted this the 8<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Douglas A. Jackson, Mayor

ATTEST:

\_\_\_\_\_  
Donald Harvey, Town Clerk



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Consent Agenda

**Meeting Date:** February 8, 2021

**Presenter:** Bryan Jones, Planning Director

**Item to be Considered**

**Subject:** Eli's Ridge, Phases 1 and 3 (Storm Water Detention Area) – Annexation.

**Action Requested:** Schedule Public Hearing for Monday, March 8, 2021.

**Attachment:** Annexation Petition, Annexation Map, Legal Description, Resolution Directing Clerk to Investigate Sufficiency, Certificate of Sufficiency.

**Prepared By:** Bryan Jones, Planning Director

**Date:** 1/27/2021

**ABSTRACT ROUTING:**

TC: 2/1/2021

TM: 2/3/2021

Final: tlp - 2/3/2021

**Supporting Documentation**

The property owner of a portion of Parcel 25777 (Eli's Ridge, Phases 1 and 3, Storm Water Detention Area) is applying for annexation into the Town limits.

**Eli's Ridge, Phases 1 and 3:**

**Location:** Worthington Road east of its intersection with Old Tar Road.

**Size:** 10.03 Acres.

**Zoned:** R-10.

Annexation Process:

1st Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation (1/11/21).

2nd Council Meeting: Schedule a Public Hearing for the Annexation (2/8/21).

3rd Council Meeting: Hold Public Hearing on the Annexation (3/8/21).

**Budgetary Impact:** TBD.

**Recommendation:** Schedule Public Hearing.



**PETITION REQUESTING ANNEXATION  
TOWN OF WINTERVILLE**  
2571 Railroad Steet  
P O Box 1459  
Winterville, NC 28590  
Phone: (252) 756-2221

**Staff Use Only**  
Appl. # \_\_\_\_\_

**TO THE MAYOR AND TOWN COUNCIL OF THE TOWN OF WINTERVILLE:**

1. We, the undersigned owners of real property, respectfully request 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:

PLEASE SEE ATTACHED LEGAL

Name Lance Clark for Bill Clark Homes of Greenville LLC Address \_\_\_\_\_

Signature [Handwritten Signature]

Name \_\_\_\_\_ Address \_\_\_\_\_

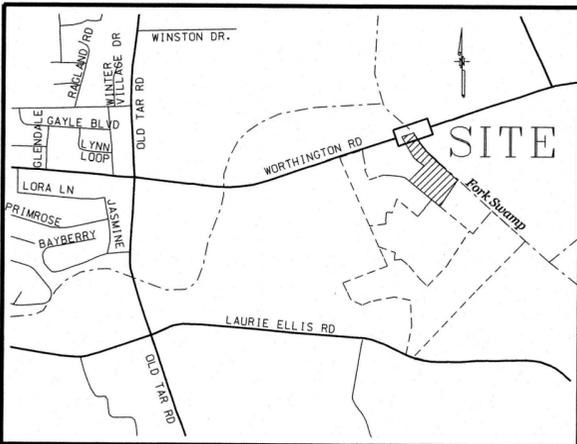
Signature \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_

**This application shall be accompanied by the following items:**

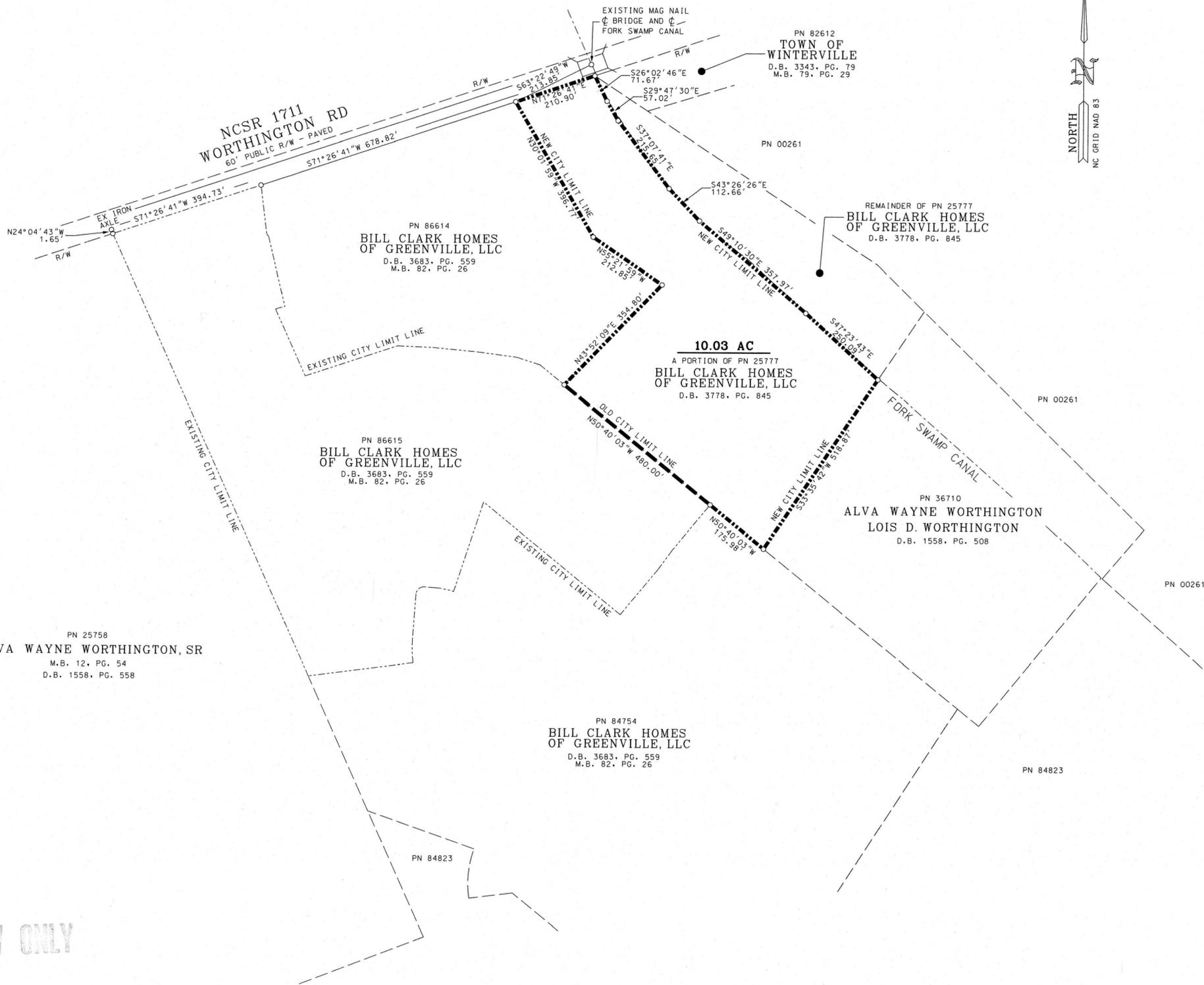
- A map drawn to a scale of not less than 400 feet to the inch and not more than 20 feet to the inch showing the land covered by the proposed amendment;
- A legal description of the property
- Digital copy of all petition items



VICINITY MAP  
NOT TO SCALE

LEGEND:

- NEW CITY LIMIT LINE
- OLD CITY LIMIT LINE
- EXISTING CITY LIMIT LINE



FOR REVIEW ONLY

I, DEBORAH T. BOYETTE, CERTIFY THAT THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY MADE UNDER MY DIRECTION AND SUPERVISION. THAT THE LINES NOT SURVEYED ARE SHOWN AS DASHED LINES AND ARE DRAWN FROM REFERENCES NOTED HEREON; THAT THE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

I FURTHER CERTIFY THAT THIS MAP IS EXEMPT FROM GS 47-30 REQUIREMENTS PER GS 47-30 (j) WHICH STATES:  
"THE PROVISIONS OF THIS SECTION SHALL NOT APPLY TO BOUNDARY PLATS OF STATE LINES, COUNTY LINES, AREAS ANNEXED BY MUNICIPALITIES, NOR TO PLATS OF MUNICIPAL BOUNDARIES, WHETHER OR NOT REQUIRED BY LAW TO BE RECORDED".

PROFESSIONAL LAND SURVEYOR L-4146



A PORTION OF PARCEL NUMBER 25777

SHEET 1 OF 1

<p>MAP SHOWING AREA TO BE ANNEXED BY</p> <p>ORDINANCE NO. _____ 10.03 AC AREA</p>		<p>ELI'S RIDGE, PHASES 1 AND 3 STORM WATER DETENTION AREA</p> <p>WINTERVILLE TOWNSHIP      PITT COUNTY      NORTH CAROLINA</p> <p>OWNER: BILL CLARK HOMES OF GREENVILLE, LLC</p> <p>200 E ARLINGTON BLVD GREENVILLE, NC 27858 (252) 355-5805</p>	
<p>ACCEPTED BY THE TOWN OF WINTERVILLE, NC</p> <p>_____ MAYOR</p> <p>_____ DATE</p>		<p><b>STROUD ENGINEERING, P.A.</b></p> <p>107-B COMMERCE STREET GREENVILLE, NORTH CAROLINA 27858 (252) 756-9352      LICENSE NO. C-0647</p>	<p>SURVEYED: HOB/JE      APPROVED: DTB</p> <p>DRAWN: DTB      DATE: 12/09/20</p> <p>CHECKED: DTB      SCALE: 1" = 200'</p>

Legal Description for Annexation  
ELI'S RIDGE, PHASES 1 AND 3  
Storm Water Detention Area

Lying and being in Winterville Township, Pitt County, North Carolina and lying north of NCSR 1713 Laurie Ellis Road, east of NCSR 1700 Old Tar Road, and being bounded on the north by NCSR 1711 Worthington Road, on the west, northeast and southwest by Bill Clark Homes of Greenville, LLC (Deed Book 3683, Page 559), and on the southeast by Alva Wayne Worthington (Deed Book 1558, Page 508) and being more particularly described as follows:

Beginning at an existing iron axle (a control corner) near the southern right-of-way of NCSR 1711 Worthington Road, near the northeast corner of Parcel Number 25758 Alva Wayne Worthington, Sr., thence from the axle S24°04'43"E a distance of 1.65' to a no point set on the southern right-of-way of Worthington Road, the northeast corner of Parcel Number 25758, thence along the southern right-of-way of Worthington Road North 71°26'41" East a distance of 394.73 feet to a point, thence continuing along the southern right-of-way of Worthington Road North 71°26'41" East a distance of 678.82 feet to the northeast corner of Parcel Number 86614, Bill Clark Homes of Greenville, LLC (Deed Book 3683, Page 559 and Map Book 82, Page 26), the True Point of Beginning.

Thence from the true point of beginning continuing along the southern right-of-way of Worthington Road North 71°26'41" East a distance of 210.90 feet to a point in the centerline of Fork Swamp Canal, thence along the centerline of Fork Swamp Canal as surveyed this day the following calls: South 26°02'46" East a distance of 71.67 feet, thence South 29°47'30" East a distance of 57.02 feet, thence South 37°07'41" East a distance of 215.65 feet, thence South 43°26'26" East a distance of 112.66 feet, thence South 49°10'30" East a distance of 357.97 feet, thence South 47°23'43" East a distance of 250.09 feet to the northern line of Alva Wayne Worthington (Deed Book 1558, Page 508), thence along the Worthington line South 33°35'42" West a distance of 518.87 feet to a point in the northeast line of Bill Clark Homes of Greenville, LLC (Deed Book 3683, Page 559), thence along the Bill Clark Homes of Greenville, LLC boundary the following calls: North 50°40'03" West a distance of 175.98 feet, thence North 50°40'03" West a distance of 480.00 feet, thence North 43°52'09" East a distance of 354.80 feet, thence North 55°21'59" West a distance of 212.85 feet, thence North 30°01'59" West a distance of 396.77 feet to a point on the southern right-of-way of NCSR 1711 Worthington Road, the True Point of Beginning, containing 10.03 Acres and being a portion of Parcel Number 25777 as filed with the Pitt County Tax Assessor's Office.

Deborah L. Boyette  
Professional Land Surveyor  
L- 4146  
Date 12-14-20



**RESOLUTION DIRECTING THE TOWN CLERK TO INVESTIGATE  
A PETITION RECEIVED UNDER NCGS 160A-31**

**Eli's Ridge, Phases 1 and 3 (Storm Water Detention Area) – Annexation**

**WHEREAS**, a petition requesting annexation of an area described in said petition were received on December 22, 2020 by the Town Council; and

**WHEREAS**, NCGS 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

**WHEREAS**, the Town Council of the Town of Winterville seems it advisable to proceed in response to this request for annexation.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Winterville that:

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of the investigation.

Adopted this the 11<sup>th</sup> day of January 2021.



*Douglas A. Jackson*  
\_\_\_\_\_  
Douglas A. Jackson, Mayor

ATTEST:

*Donald Harvey*  
\_\_\_\_\_  
Donald Harvey, Town Clerk

**CERTIFICATE OF SUFFICIENCY**

**Eli's Ridge, Phases 1 and 3 (Storm Water Detention Area) – Annexation**

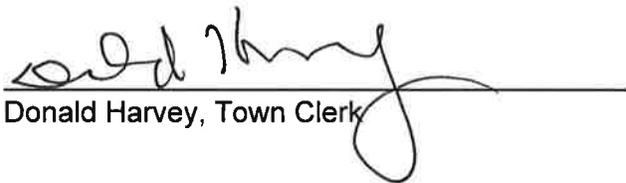
To the Town Council of the Town of Winterville, North Carolina:

I, Donald Harvey, Town Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described herein, in accordance with NCGS 160A-58.1.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Winterville this the 12<sup>th</sup> day of January 2021.

ATTEST:



  
Donald Harvey, Town Clerk



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Consent Agenda

**Meeting Date:** February 8, 2021

**Presenter:** Anthony Bowers, Finance Director

**Item to be Considered**

**Subject:** Budget Amendment 2020-2021-2.

**Action Requested:** Approve the Budget Amendment.

**Attachment:** Budget Amendment 2020-20201-2.

**Prepared By:** Anthony Bowers, Finance Director

**Date:** 1/27/2021

**ABSTRACT ROUTING:**

TC: 2/1/2021

TM: 2/3/2021

Final: tlp - 2/3/2021

**Supporting Documentation**

This is the second budget amendment for the 2020-2021 Fiscal Year.

This amendment addresses five items:

The first item addresses a budgeting issue for which ½ of a piece of equipment was appropriated. To purchase the equipment, we need 100% of the appropriation to be included in the budget. The remaining cost is \$80,000. The funds have been provided with the recently approved loan with BB&T (Truist Financial).

The second item addresses the loss of convenience fees related to suspending them for COVID-19. This is a reduction in revenue in the amount of \$25,338.

The third item addresses the funding received from the CARES Act. The Reimbursements were based on Police Salaries. We are putting these funds into contingency until further COVID-19 cost are identified.

The fourth item addresses personnel fringe cost that are higher than expected for the EMS staff. These costs are reimbursed by EMS and are offset with a revenue funded by Winterville EMS.

The fifth item addresses the 2019 Sewer Rehabilitation project that came in \$190,829 over budget, when the bids were open. Additional funding was obtained from NCDEQ via an interest free loan.

**Budgetary Impact:** The total budget amendment is \$438,009.

**Recommendation:** Approve the Budget Amendment.

**BUDGET ORDINANCE AMENDMENT 2020-2021-2**

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, 2021:

**SECTION 1. Revenues are to be changed as follows:**

LINE ITEM DESCRIPTION	Fund	Increase	Decrease
Fund Balance Contribution	General Fund	\$ 120,338	
User Access Fees	General Fund		\$ 19,338
Payment Transaction Fee	General Fund		\$ 6,000
Cares Act	General Fund	\$ 140,180	
EMS	General Fund	\$ 12,000	
Debt Proceeds	2019 Sewer Rehab	\$ 190,829	
<b>Total</b>		<b>\$ 463,347</b>	<b>\$ 25,338</b>

**SECTION 2. Appropriations are to be changed as follows:**

LINE ITEM DESCRIPTION	Department	Fund	Increase	Decrease
Capital Outlay	1042421002 7150 Public Works	General Fund	\$ 80,000	
Emergency Operation Supplies	1041950000 5129 Non-Departmental	General Fund	\$ 15,000	
FICA Expense	1043433000 4126 EMS	General Fund	\$ 1,000	
Insurance Expense	1043433000 4127 EMS	General Fund	\$ 6,000	
Retirement	1043433000 4130 EMS	General Fund	\$ 4,000	
401(k) Retirement	1043433000 4170 EMS	General Fund	\$ 1,000	
Contingency	1041950000 4250 Non-Departmental	General Fund	\$ 140,180	
Construction	4680801000 7109	2019 Sewer Rehab	\$ 190,829	
<b>Total</b>			<b>\$ 438,009</b>	<b>\$ -</b>

Adopted the 8th day of February, 2021.

\_\_\_\_\_

Mayor

\_\_\_\_\_

Town Clerk



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** February 8, 2021

**Presenter:** Ben Williams, Assistant Town Manager

**Item to be Considered**

**Subject:** Sanitary Sewer Rehabilitation.

**Action Requested:** Adoption of Resolution Accepting Revised Loan Offer.

**Attachment:** Acceptance Letter and Acceptance Resolution 21-R-021.

**Prepared By:** Ben Williams, Assistant Town Manager

**Date:** 2/8/2021

**ABSTRACT ROUTING:**

TC: 2/2/2021

TM: 2/3/2021

Final: tlp - 2/3/2021

**Supporting Documentation**

The NC Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) reviewed the initial funding application and approved the Town of Winterville for loan assistance from the Clean Water State Revolving Fund (CWSRF). The Town received bids for the subject project exceeding the amount previously approved by DWI. The Town requested and has been approved for an additional \$190,829.

The current loan amount for the project is \$3,723,029 (\$500,000 principal forgiveness), for a term of twenty (20) years with an interest rate of 0%.

**Budgetary Impact:** Repayment of loan with annual installments over twenty (20) years upon project completion.

**Recommendation:** Adopt Resolution Accepting Revised Loan Offer.



NORTH CAROLINA  
*Environmental Quality*

ROY COOPER  
*Governor*

MICHAEL S. REGAN  
*Secretary*

Kim H. Colson  
*Director*

December 2, 2020

Ms. Terri L. Parker, Town Manager  
Town of Winterville  
2571 Railroad Street  
Winterville, NC 28590

SUBJECT: Offer and Acceptance for a State Loan Increase  
Project No. CS370879-02  
Sanitary Sewer Rehabilitation 2019

Dear Ms. Parker:

The Town of Winterville has been approved for an increase in loan assistance from the Clean Water State Revolving Fund. Enclosed are two (2) copies of an Offer-and-Acceptance Document extending a State Revolving Loan with an increase of \$190,829 for a total amount of **\$3,723,029**, with \$500,000 in principal forgiveness. This offer is made subject to the assurances and conditions set forth in the Offer-and-Acceptance Document.

Please submit the following items to Pam Whitley, Division of Water Infrastructure, 1633 Mail Service Center, Raleigh, North Carolina 27699-1633.

1. A resolution adopted by the governing body accepting the loan offer and making the applicable assurances contained therein. (Sample copy attached)
2. One (1) copy of the original Offer-and-Acceptance Document executed by the Authorized Representative for the project, along with the signed "Standard Conditions for the Federal SRF loans". **Retain the other copy for your files.**
3. Federal Identification Number and DUNS Number of the Recipient (Memo attached)
4. Sales-Tax Certification (attached)

Please note that if a Fiscal Sustainability Plan is applicable to this project, the certification is not due until the final reimbursement request.



North Carolina Department of Environmental Quality | Division of Water Infrastructure  
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633  
919.707.9160

**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 State Revolving Loan in the amount of \$3,723,029 for the construction of sanitary sewer collection system rehabilitation, and

**WHEREAS**, the Town of Winterville (Applicant) intends to construct said project in accordance with the approved plans and specifications,

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

That the Town of Winterville does hereby accept the State Revolving Loan offer of \$3,723,029.

That the Town of Winterville does hereby give assurance to the North Carolina Department of Environment and Natural Resources that all items specified in the loan 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 by the Town Council this the 8<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Douglas A. Jackson, Mayor

ATTEST:

\_\_\_\_\_  
Donald Harvey, Town Clerk

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and 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 filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town Council duly held on the 8th day of February 2021; 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 8<sup>th</sup> day of February 2021.

\_\_\_\_\_  
(Signature of Recording Officer)

\_\_\_\_\_  
Town Clerk  
(Title of Recording Officer)



## Registration is Now Open for NCLM's 3<sup>rd</sup> Town & State Social

Wednesday, March 3, 2021 at 5:00 PM

We are excited to formally invite you to the N.C. League of Municipalities' Annual **Town & State Social: A Virtual Town Hall Connecting Legislators and Local Leaders** on **Wednesday, March 3 at 5 p.m.**, this year presented in a virtual format.

Join us for this special evening to celebrate our cities and towns, and to discuss the most important issues facing our local governments. This is a valuable opportunity, both for our elected officials to meet with lawmakers, and for those legislators to hear about critical local topics directly from you, a municipal leader.

This event includes policy updates, town hall sessions between state and local leaders, and ample time for networking. We will also be reviewing the recently-adopted NCLM's Municipal Advocacy Goals and look at how they intersect the challenges facing your city or town.

Though the pandemic will force us to forgo the traditional dinner format, the opportunities presented through this event will be the same. Be ready for an engaging evening, full of valuable interactions and segments that will help move our local governments forward. We look forward to seeing you there.

**Register By: February 19, 2021 12:00 AM**

[Register Now](#)