



**WINTERVILLE TOWN COUNCIL AGENDA  
MONDAY, OCTOBER 11, 2021 - 7:00 PM  
WINTERVILLE TOWN HALL ASSEMBLY ROOM  
(LIMITED IN-PERSON ATTENDANCE)**

- I. CALL TO ORDER.**
- II. INVOCATION.**
- III. PLEDGE OF ALLEGIANCE.**
- IV. WELCOME.**
- V. APPROVAL OF AGENDA.**
- VI. PROCLAMATIONS:**
  1. Fire Prevention Week.
- VII. PUBLIC HEARINGS:**
  1. Rename Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street.
  2. Winterville Interconnect Site - Annexation.
  3. Old Tar Road Pump Station – Annexation.
- 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.*
  1. Robert Siemion, Robin Sloop, and Steve Payton: Stormwater Concerns.
  2. Elaine Seeman: Solar Electric Panels.
- 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:
    - September 13, 2021 Regular Meeting Minutes.

2. Holly Grove, Section 2 Annexation: Schedule the Public Hearing for November 8, 2021.
3. Zoning Text Amendment – Dimensional Requirements for R-10: Schedule the Public Hearing for November 8, 2021.

**X. OLD BUSINESS:**

1. 2018 Sewer Rehabilitation Project – NAPM Change Order No. 1.
2. Noise Ordinance Revisions, Update, and Recommendations.
3. Animal Control Ordinance Update and Recommendations.
4. Traffic Calming Devices-Update and Recommendations.
  - Railroad Street.
  - Carmon Street.
5. Cemetery Update.
6. Junked Vehicle Ordinance Revisions, Update, and Recommendations.
7. Myrtle Street Parking (Ordinance. 21-O-103).

**XI. NEW BUSINESS.**

**XII. OTHER AGENDA ITEMS:**

1. Discussion of Pitt County School Redistricting (Councilman Moore).

**XIII. ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS.**

**XIV. QUARTERLY REPORTS FROM DEPARTMENT HEADS.**

**XV. ANNOUNCEMENTS:**

1. Outdoor Concert: "Spare Change Band": Friday, October 15, 2021 at 7:00 pm - Winterville Recreation Park Amphitheater.
2. Planning and Zoning Board Meeting: Monday, October 18, 2021 @ 7:00 pm - Town Hall Assembly Room.
3. Board of Adjustment Meeting: Tuesday, October 19, 2021 @ 7:00 pm - Town Hall Assembly Room.
4. Recreation Advisory Board: Tuesday, October 26, 2021 @ 6:30 pm – Operation Center.
5. One-Stop Voting: Monday, October 25 – Saturday, October 30, 2021 - Winterville Fire Station, Community Room.
6. Election Day: Tuesday, November 2, 2021; 6:30 am – 7:30 pm - Winterville Fire Station, Community Room and Operation Center.
7. Town Offices Closed: Thursday, November 11, 2021, for the Veteran's Day Holiday.

**XVI. REPORTS FROM THE TOWN ATTORNEY, MAYOR AND TOWN COUNCIL, AND TOWN MANAGER.**

**XVII. 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).

**XVIII. 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:** October 11, 2021

**Presenter:** Donald Harvey, Town Clerk

**Item to be Considered**

**Subject:** Proclamations - October 2021.

**Action Requested:** None.

**Attachment:** Proclamations.

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

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

Presentation of the following, attached Proclamation:

- Fire Prevention Week, October 3 – 9, 2021.

**Budgetary Impact:** NA.

**Recommendation:** NA.



## **PROCLAMATION**

### **Fire Prevention Week 2021**

**WHEREAS**, the Town of Winterville is committed to ensuring the safety and security of all those living in and visiting our town; and fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

**WHEREAS**, home fires killed more than 2,770 people in the United States in 2019, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 339,500 home fires; and

**WHEREAS**, smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as 2 minutes to escape safely; and

**WHEREAS**, working smoke alarms cut the risk of dying in reported home fires in half; and

**WHEREAS**, Winterville residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond; and

**WHEREAS**, Winterville residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and Winterville residents will make sure their smoke and CO alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

**WHEREAS**, Winterville firefighters are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

**WHEREAS**, Winterville residents are responsive to public education measures are better able to take personal steps to increase their safety from fire, especially in their homes; and

**WHEREAS**, the 2021 Fire Prevention Week™ theme, “Learn the Sounds of Fire Safety™,” effectively serves to remind us it is important to learn the different sounds of smoke and carbon monoxide alarms; and

**NOW THEREFORE**, I Douglas Jackson, Mayor of the Town of Winterville do hereby proclaim October 3–9, 2021, as Fire Prevention Week throughout the Town, and urge all the citizens of Winterville to “Learn the Sounds of Fire Safety” for Fire Prevention Week 2021 and to support the many public safety activities and efforts of the Town of Winterville Fire-Rescue-EMS Department.

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

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

**Attest:**

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



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Public Hearings

**Meeting Date:** October 11, 2021

**Presenter:** Terri L. Parker, Town Manager

**Item to be Considered**

**Subject:** Rename of Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street.

**Action Requested:** Approval of Renaming.

**Attachment:** Notice of Public Hearing, Letter and Map with Address Labels to Adjacent Property Owners and Posting Notice.

**Prepared By:** Terri L. Parker, Town Manager

**Date:** 10/1/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/7/2021

Final: tlp - 10/7/2021

**Supporting Documentation**

Propose the renaming of Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street.

Notice of Public Hearing published in Daily Reflector on Wednesday September 29, 2021 and corrected notice published on Wednesday, October 6, 2021.

Letter of Public Hearing with Map mailed to adjacent property owners on Wednesday, September 29, 2021 and corrected letter mailed on Friday, October 1, 2021.

The Notice of Public Hearing was posted at area of renaming on Friday, October 1, 2021

The Notice of Public Hearing was posted at Town Hall and at the Town and on the Website on Friday, October 1, 2021.

**Budgetary Impact:** TBD.

**Recommendation:** Approval of Renaming.

**CORRECTED  
NOTICE OF PUBLIC HEARING  
Town of Winterville**

NOTICE IS HEREBY GIVEN that the Winterville Town Council will meet on Monday, October 11, 2021 at 7:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, to hold a Public Hearing on the following proposal:

The Town of Winterville has proposed to change the name of Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street. Additional information is available by contacting Don Harvey, Town Clerk, at [don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com) or (252) 215-2344.

To maintain the safety of Town residents, Town Council, and Town Staff, the Winterville Town Council meeting will allow limited in-person attendance due to COVID-19 provisions and the meeting will be available electronically. The Agenda is available on the Town website at [www.wintervillenc.com/agendas](http://www.wintervillenc.com/agendas). The public is encouraged to watch the Town Council's meeting live on YouTube ([www.wintervillenc.com/videos](http://www.wintervillenc.com/videos)). Those that wish to address the Town Council during the Public Hearing should contact Don Harvey, Town Clerk, at [don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com) or (252) 215-2344 to register by **one business day before the meeting at 5:00 pm.**

---

**Notes to Publisher:**

Legal Advertisements  
[legals@apgenc.com](mailto:legals@apgenc.com)  
(252) 329-9521

Subject: Winterville Pubic Hearing – Corrected Martin Luther King, Jr. Street.

Please place the above legal advertisement in the Daily Reflector on Tuesday, October 5, 2021. Should you have any questions please contact me.

**Please forward the invoice and Affidavit of Publication to me to assist with payment.**

Thanks,

Donald Harvey, Town Clerk  
Town of Winterville  
2571 Railroad Street/PO Box 1459  
Winterville, NC 28590  
(252) 215-2344 – Phone  
[don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com)



**WINTERVILLE**

*A slice of the good life!*

2571 Railroad Street  
PO Box 1459  
Winterville, NC 28590

Phone (252)215-2358  
Fax (252)756-3109  
[www.wintervillenc.com](http://www.wintervillenc.com)

**CORRECTED**  
**NOTICE OF PUBLIC HEARING**

**Town Council**  
**Public Hearing**  
**Street Renaming Consideration**

NOTICE IS HEREBY GIVEN that the Winterville Town Council will meet on Monday, October 11, 2021 at 7:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, to hold a Public Hearing on the following proposal:

The Town of Winterville has proposed to change the name of Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street. Additional information is available by contacting Don Harvey, Town Clerk, at [don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com) or (252) 215-2344.

To maintain the safety of Town residents, Town Council, and Town Staff, the Winterville Town Council meeting will allow limited in-person attendance due to COVID-19 provisions and the meeting will be available electronically. The Agenda is available on the Town website at [www.wintervillenc.com/agendas](http://www.wintervillenc.com/agendas). The public is encouraged to watch the Town Council's meeting live on YouTube ([www.wintervillenc.com/videos](http://www.wintervillenc.com/videos)). Those that wish to address the Town Council during the Public Hearing should contact Don Harvey, Town Clerk, at [don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com) or (252) 215-2344 to register by **one business day before the meeting at 5:00 pm.**

**\*This is the second and corrected version of this letter that has been mailed to your address. This letter was created and mailed on 10/01/2021.**



Mary & Ona Lynne Credle, ETAL  
PO BOX 410  
Winterville, NC 28590

Rosa & Mary Daniels, ETAL  
5680 CHERRY RUN RD  
Washington, NC 27889

Pearlie Daniels Heirs  
2483 RAILROAD ST  
Winterville, NC 28590

Willie Daniels  
22 Huxley Circle  
ABINGDON, MD 21009

Sheila Alston  
PO BOX 97  
Goldston, NC 27252

Corey & Lateshia Barnes  
206 Candlewood Dr.  
GREENVILLE NC 27834

Geraldine Worthington Provite & Lee  
Hilda Worthington ETAL  
348B JEREMEY LN  
WINTERVILLE NC 28590

Ben & Daisy Payton  
PO BOX 334  
Winterville, NC 28590

Edelmira Zeth Violante  
2615 Sunset Ave.  
Greenville, NC 27834

Fannie Mae Bryant  
2460 Railroad St  
Winterville, NC 28590

Patricia Ann Waller  
PO BOX 339  
Winterville, NC 28590

1

Joyce Ann King  
PO BOX 259  
Winterville, NC 28590

Gracie Lee Cameron  
PO BOX 523  
Winterville, NC 28590

Otis and Darlene Jeffries  
PO BOX 1454  
Winterville, NC 28590

Bern Investment Group INC  
316 A Liberty Street  
New Bern, NC 28562

Lamonte & Monica Ward  
2432 Railroad Street  
Winterville, NC 28590

X P Pearson Heirs  
PO BOX 2196  
Winterville, NC 28590

[Label]

[Label]

[Label]

[Label]

[Label]

[Label]

**CORRECTED**  
**NOTICE OF PUBLIC HEARING**  
**TOWN OF WINTERVILLE**  
**STREET RENAMING CONSIDERATION**

NOTICE IS HEREBY GIVEN that the Winterville Town Council will meet on Monday, October 11, 2021 at 7:00 pm in the Town Hall Assembly Room at 2571 Railroad Street, to hold a Public Hearing on the following proposal:

The Town of Winterville has proposed to change the name of Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street. Additional information is available by contacting Don Harvey, Town Clerk, at [don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com) or (252) 215-2344.

To maintain the safety of Town residents, Town Council, and Town Staff, the Winterville Town Council meeting will allow limited in-person attendance due to COVID-19 provisions and the meeting will be available electronically. The Agenda is available on the Town website at [www.wintervillenc.com/agendas](http://www.wintervillenc.com/agendas). The public is encouraged to watch the Town Council's meeting live on YouTube ([www.wintervillenc.com/videos](http://www.wintervillenc.com/videos)). Those that wish to address the Town Council during the Public Hearing should contact Don Harvey, Town Clerk, at [don.harvey@wintervillenc.com](mailto:don.harvey@wintervillenc.com) or (252) 215-2344 to register by **one business day before the meeting at 5:00 pm.**



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Public Hearings

**Meeting Date:** October 11, 2021

**Presenter:** Bryan Jones, Planning Director

**Item to be Considered**

**Subject:** Winterville Interconnect Site – Annexation (Parcel 82612).

**Action Requested:** Hold the Public Hearing.

**Attachment:** Annexation Petition, Annexation Map, Legal Description, Resolution Directing Clerk to Investigate Sufficiency, Certificate of Sufficiency, Draft Annexation Ordinance (21-O-101).

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

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/5/2021

Final: tjp - 10/5/2021

**Supporting Documentation**

The Town of Winterville (property owner of Parcel 82612 – Winterville Interconnect Site) is applying for annexation into the Town limits.

**Winterville Interconnect Site:**

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

**Size:** 0.8 Acres

Annexation Process:

- ❖ 1<sup>st</sup> Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation (8/9/2021).
- ❖ 2<sup>nd</sup> Council Meeting: Schedule a Public Hearing for the Annexation (9/13/2021).
- ❖ 3<sup>rd</sup> Council Meeting: Hold Public Hearing on the Annexation (10/11/2021).

**Budgetary Impact:** TBD.

**Recommendation:** Hold the Public Hearing.

**PETITION REQUESTING ANNEXATION**  
**(WORTHINGTON ROAD INTERCONNECT SITE)**

Date: 7/28/2021

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

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Being all of that 0.802 acre tract as shown on map entitled "Final Plat of Minor Subdivision Prepared For: The Town of Winterville on the Lands of Fenner Leslie Allen III et als", made by The Wooten Company, recorded July 2, 2015 in Map Book 79, Page 29, Pitt County Registry, said map being incorporated herein by reference for a more detailed description.

Name Town of Winterville do Address 2571 Railroad Street  
Terri L. Parker Winterville, NC 28540

Signature Terri L. Parker

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

Signature \_\_\_\_\_

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

Signature \_\_\_\_\_



MAG NAIL SET AT INTERSECTION OF WORTHINGTON & COREY ROADS  
 N: 651,442.99  
 E: 2,487,524.90

N 70°44'01" E 2,087.08' (GRID)  
 COMBINED SCALE FACTOR: 1,000/8896  
 LINE NOT TO SCALE

CONTROL CORNER  
 5/8" REBAR  
 N: 650,754.34  
 E: 2,485,554.70

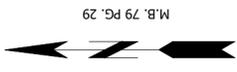
NOW OR FORMERLY  
 JULIA WORTHINGTON KEVILLE AND  
 HUSBAND GEORGE W. KEVILLE  
 AS TENANTS BY THE ENTIRETY  
 DEED BOOK 8 PAGE 352-117  
 MAP BOOK & PAGE 79-29  
 GIS/DEEDED ACREAGE: 2.65  
 1030 WORTHINGTON RD.

ACCESS EASEMENT  
 RETAINED BY OWNER

NOW OR FORMERLY  
 TOWN OF WINTERVILLE  
 DEED BOOK & PAGE 3343-79  
 MAP BOOK & PAGE 79-29  
 PARCEL ID# 82612  
 GIS/DEEDED ACREAGE: 0.802  
 978 WORTHINGTON RD.

NOW OR FORMERLY  
 FENNER L. ALLEN III ETALS  
 DEED BOOK & PAGE H41-665  
 PARCEL ID# 00261  
 GIS/DEEDED ACREAGE: 109.26  
 1124 WORTHINGTON RD.

NOW OR FORMERLY  
 BILL CLARK HOMES OF GREENVILLE, LLC  
 DEED BOOK & PAGE 3778-845  
 MAP BOOK & PAGE 86-155  
 PARCEL ID# 25777  
 GIS/DEEDED ACREAGE: 7.47  
 0 WORTHINGTON RD.



60' PUBLIC RIGHT-OF-WAY  
 WORTHINGTON ROAD (SR 1711)  
 N 71°30'14" E 334.17'

N 57°43'47" W 38.76'  
 TIE LINE TO MAG NAIL SET  
 CENTERLINE INTERSECTION  
 OF ROAD AND CANAL

NEW CITY  
 LIMIT LINE

EXISTING CITY LIMIT LINE  
 PER M.B. 86 PG. 161  
 ORDINANCE NO. 21-0-031

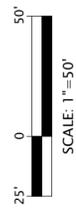
75'  
 SOUTHWEST DRAINAGE  
 CONTRACT ELEMENT  
 M.B. 79 PG. 29

EXISTING CITY LIMIT LINE  
 PER M.B. 86 PG. 161  
 ORDINANCE NO. 21-0-031

THIS MAP WAS PREPARED FROM RECORDED INFORMATION AND NOT FROM AN ACTUAL SURVEY.

**PRELIMINARY**  
 NOT FOR RECORDATION,  
 CONVEYANCE, OR SALES

LEGEND	
○	COMPUTED POINT UNLESS OTHERWISE NOTED
D.B.	DEED BOOK
B.M.	BOOK OF MAPS
PG.	PAGE
SF	SQUARE FEET
R/W	RIGHT-OF-WAY
---	EASEMENT LINE (TYPE AS NOTED)
---	R/W LINE



MAP SHOWING AREA ANNEXED BY  
**TOWN OF WINTERVILLE, N.C.**  
 ORDINANCE NO. \_\_\_\_\_ AREA: 0.802 ACRES  
 ACCEPTED FOR THE TOWN OF WINTERVILLE

\_\_\_\_\_  
 MAYOR  
 \_\_\_\_\_  
 DATE



FIELD SURVEY BY:	TWC	ANNEXATION MAP FOR "NEW LOT" - M.B. 79 PG. 29	DATE:	07/23/2021
FIELD SURVEY DATE:	N/A	0.802 ACRES	PROJECT No.:	2853-AP
DRAWN BY:	SEH	ACROSS THE PROPERTY OF: <b>TOWN OF WINTERVILLE</b>	DOCUMENT No.:	2853AP-C002
CHECKED BY:	SEH	Deed Book: 3343 Page: 79 Map Book: 79 Page: 29	SHEET No.:	
		WINTERVILLE TOWNSHIP	PITT COUNTY	NORTH CAROLINA

**LEGAL DESCRIPTION FOR  
WINTERVILLE INTERCONNECT SITE  
ANNEXATION**

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Being all of that 0.802 acre tract as shown on map entitled "Final Plat of Minor Subdivision Prepared For: The Town of Winterville on the Lands of Fenner Leslie Allen III et als", made by The Wooten Company, recorded July 2, 2015 in Map Book 79, Page 29, Pitt County Registry, said map being incorporated herein by reference for a more detailed description.

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

**WINTERVILLE INTERCONNECT SITE  
PARCEL 82612**

**WHEREAS**, a petition requesting annexation of an area described in said petition were received July 28, 2021 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.

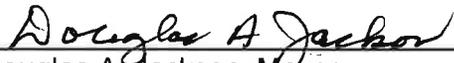
**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Winterville that:

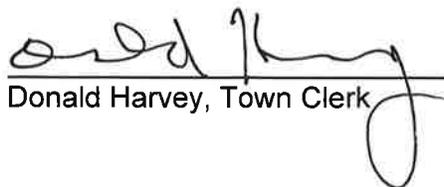
The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of the investigation.

Adopted this the 9<sup>th</sup> day of August 2021.



ATTEST:

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

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

**CERTIFICATE OF SUFFICIENCY**

**WINTERVILLE INTERCONNECT SITE  
PARCEL 82612**

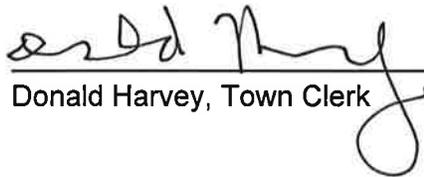
To the Town Council of the Town of Winterville, North Carolina:

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 10<sup>th</sup> day of August 2021.

ATTEST:



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

Town of Winterville  
Annexation Ordinance

Ordinance No: 21-O-101

Property Annexed: Town of Winterville Interconnect Site

Ordinance Adopted: October 11, 2021

Effective Date: October 31, 2021

Mail to:

Town of Winterville  
Attn: Planning Department  
2571 Railroad Street  
Winterville, NC 28590

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE  
TOWN OF WINTERVILLE, NORTH CAROLINA**

**Winterville Interconnect Site – Annexation (Parcel 82612)**

**WHEREAS**, the Town Council has been petitioned under NCGS 160D to annex the area described below; and

**WHEREAS**, the Town Council has, by resolution, directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Winterville Town Hall at 7:00 pm on October 11, 2021 after due notice was given by publication on September 29, 2021 and Wednesday, October 6, 2021; and

**WHEREAS**, the Town Council finds that the petition meets the requirements of NCGS 160D;

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

**Section 1.** By virtue of the authority granted by NCGS 160D, the following described territory is hereby annexed and made part of the Town of Winterville as of October 31, 2021:

Legal Description for Annexation  
Winterville Interconnect Site – Annexation  
(Parcel 82612)

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Being all of that 0.802 acre tract as shown on map entitled "Final Plat of Minor Subdivision Prepared For: The Town of Winterville on the Lands of Fenner Leslie Allen III et als", made by The Wooten Company, recorded July 2, 2015 in Map Book 79, Page 29, Pitt County Registry, said map being incorporated herein by reference for a more detailed description.

**Section 2.** Upon and after October 31, 2021, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Winterville and shall be entitled to the same privileges and benefits as other parts of the Town of Winterville. Said territory shall be subject to municipal taxes according to NCGS 160D.

**Section 3.** The Mayor of the Town of Winterville shall cause to be recorded in the Office of the Register of Deeds of Pitt County, and in the Office of the Secretary of State in Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above,

together with a duly certified copy of this ordinance. Such map shall also be delivered to the County Board of Elections, as required by NCGS 163-288.1.

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

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

ATTEST:

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

DRAFT

North Carolina

Pitt County

I hereby certify that the foregoing is a true and accurate copy of an ordinance duly adopted by the Town Council of the Town of Winterville, North Carolina, at a meeting held on October 11, 2021 at 7 o'clock pm at the Town Hall in the Town of Winterville.

IN WITNESS WHEREOF I have hereunto set my hand and have caused the official corporate seal of the Town of Winterville to be affixed, this \_\_\_\_\_ day of October 2021.

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

North Carolina

Pitt County

I, Kristin L. Godley, a Notary Public, do hereby certify that Donald Harvey, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purpose therein expressed.

WITNESS my hand and notarial seal this \_\_\_\_\_ day of October 2021.

\_\_\_\_\_  
Notary Public

My Commission Expires: **June 23, 2024**



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Public Hearings

**Meeting Date:** October 11, 2021

**Presenter:** Bryan Jones, Planning Director

**Item to be Considered**

**Subject:** Old Tar Pump Station Site – Annexation (Parcel 83155).

**Action Requested:** Hold the Public Hearing.

**Attachment:** Annexation Petition, Annexation Map, Legal Description, Resolution Directing Clerk to Investigate Sufficiency, Certificate of Sufficiency, Draft Annexation Ordinance (21-O-102).

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

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/5/2021

Final: tjp - 10/5/2021

**Supporting Documentation**

The Town of Winterville (property owner of Parcel 83155 – Old Tar Road Pump Station Site) is applying for annexation into the Town limits.

**Old Tar Road Pump Station:**

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

**Size:** 0.15 Acres

Annexation Process:

- ❖ 1<sup>st</sup> Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation (8/9/2021).
- ❖ 2<sup>nd</sup> Council Meeting: Schedule a Public Hearing for the Annexation (9/13/2021).
- ❖ 3<sup>rd</sup> Council Meeting: Hold Public Hearing on the Annexation (10/11/2021).

**Budgetary Impact:** TBD.

**Recommendation:** Hold the Public Hearing.

**PETITION REQUESTING ANNEXATION**  
**(OLD TAR ROAD PUMP STATION)**

Date: 7/28/2021

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

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows:

Being all of that 0.147 acre (6,400 square feet) tract as shown on map entitled "Final Plat of Minor Subdivision Prepared For: The Town of Winterville on the Lands of Karl W. McLawhorn Jr and Karla M. Allen", made by The Wooten Company, said map being recorded in Book 80, Page 47 of the Pitt County Registry, and incorporated herein by reference for a more detailed description.

Name Town of Winterville do Address 2571 Railroad Street  
Terni L. Parker Winterville, NC 28590

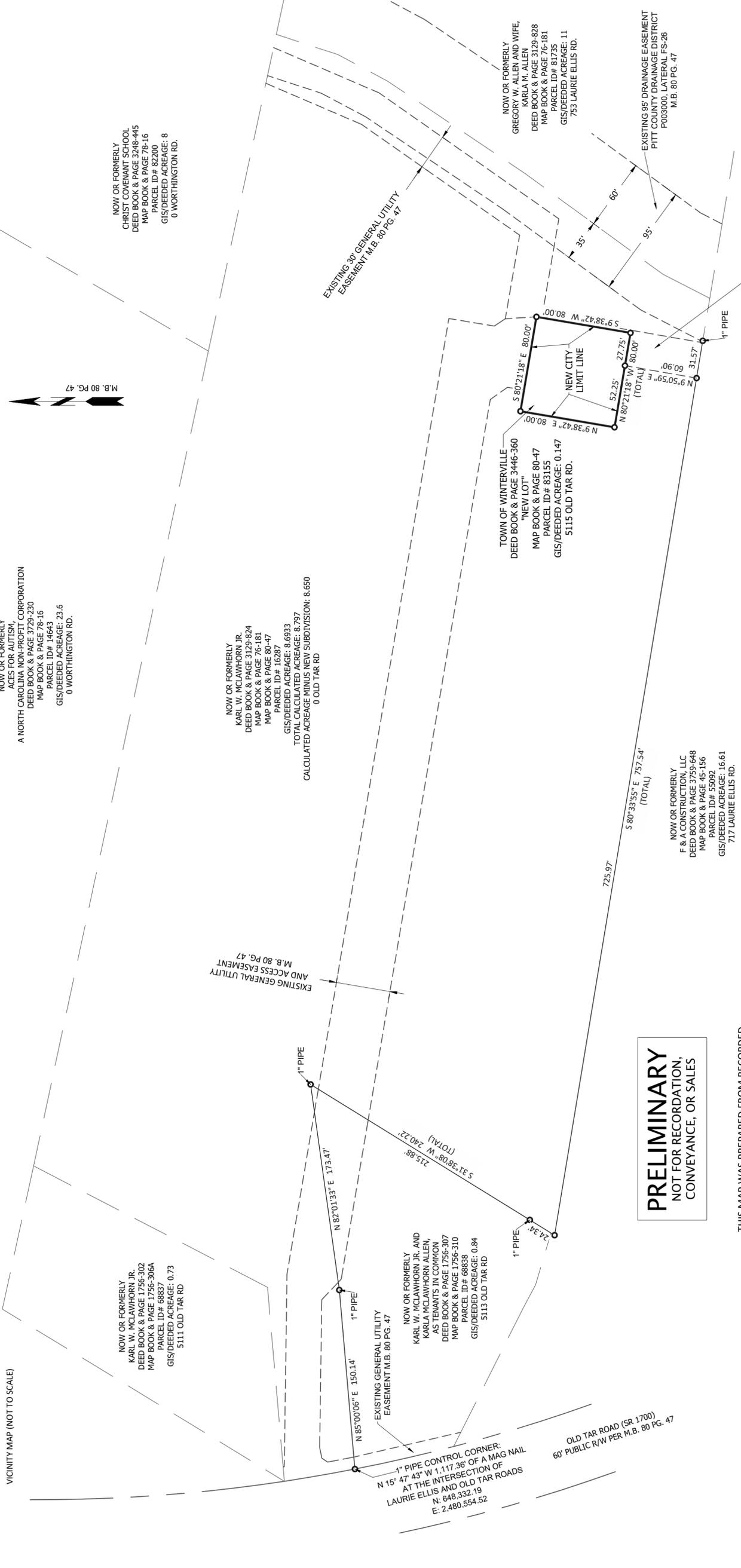
Signature Terni L Parker

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

Signature \_\_\_\_\_

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

Signature \_\_\_\_\_



MAP SHOWING AREA ANNEXED BY  
**TOWN OF WINTERVILLE, N.C.**  
 ACCEPTED FOR THE TOWN OF WINTERVILLE

ORDINANCE NO.: \_\_\_\_\_ AREA: 0.147 ACRES

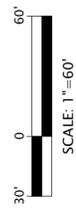
MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

**PRELIMINARY**  
 NOT FOR RECORDATION,  
 CONVEYANCE, OR SALES

THIS MAP WAS PREPARED FROM RECORDED  
 INFORMATION AND NOT FROM AN ACTUAL SURVEY.

**LEGEND**

- COMPUTED POINT UNLESS OTHERWISE NOTED
- D.B. DEED BOOK
- B.M. BOOK OF MAPS
- PG. PAGE
- SF. SQUARE FEET
- R/W. RIGHT OF WAY
- EASEMENT LINE (TYPE AS NOTED)
- R/W LINE



FIELD SURVEY BY:	TWC	ANNEXATION MAP FOR "NEW LOT" - M.B. 80 PG. 47	DATE:	07/23/2021
FIELD SURVEY DATE:	N/A	0.147 ACRES	PROJECT No.:	2853-AP
DRAWN BY:	SEH	ACROSS THE PROPERTY OF: <b>TOWN OF WINTERVILLE</b> Deed Book: 3446 Page: 360 Map Book: 80 Page: 47	DOCUMENT No.:	2853AP-C001
CHECKED BY:	SEH	WINTERVILLE TOWNSHIP	SHEET No.:	1 OF 1

300 S. Main Street • Winston-Salem, NC 27101  
 (803) 722-5326 • thewootencompany.com  
 License Number: F-0115

## **LEGAL DESCRIPTION FOR ANNEXATION**

### **OLD TAR ROAD PUMP STATION**

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows;

Being all of that 0.147 acre (6,400 square feet) tract as shown on map entitled "Final Plat of Minor Subdivision Prepared for: The Town of Winterville on the Lands of Karl W. McLawhorn Jr and Karla M. Allen", made by the Wooten Company, said map being recorded in Book 80, Page 47 of the Pitt County Registry, and incorporated herein by reference for a more detailed description.

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

**OLD TAR ROAD PUMP STATION  
PARCEL 83155**

**WHEREAS**, a petition requesting annexation of an area described in said petition were received July 28, 2021 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 9<sup>th</sup> day of August 2021.



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

ATTEST:

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

**CERTIFICATE OF SUFFICIENCY**

**WINTERVILLE OLD TAR ROAD PUMP STATION  
PARCEL 83155**

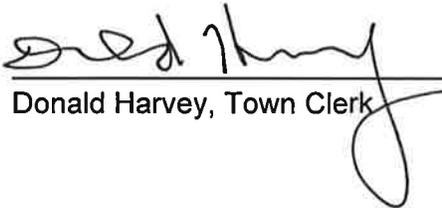
To the Town Council of the Town of Winterville, North Carolina:

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 10<sup>th</sup> day of August 2021.

ATTEST:



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

Town of Winterville  
Annexation Ordinance

Ordinance No: 21-O-102

Property Annexed: Town of Winterville Old Tar Pump Station Site

Ordinance Adopted: October 11, 2021

Effective Date: October 31, 2021

Mail to:

Town of Winterville  
Attn: Planning Department  
2571 Railroad Street  
Winterville, NC 28590

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE  
TOWN OF WINTERVILLE, NORTH CAROLINA**

**Old Tar Pump Station Site – Annexation (Parcel 83155)**

**WHEREAS**, the Town Council has been petitioned under NCGS 160D to annex the area described below; and

**WHEREAS**, the Town Council has, by resolution, directed the Town Clerk to investigate the sufficiency of the petition; and

**WHEREAS**, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Winterville Town Hall at 7:00 pm on October 11, 2021 after due notice was given by publication on September 29, 2021 and Wednesday, October 6, 2021; and

**WHEREAS**, the Town Council finds that the petition meets the requirements of NCGS 160D;

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

**Section 1.** By virtue of the authority granted by NCGS 160D, the following described territory is hereby annexed and made part of the Town of Winterville as of October 31, 2021:

Legal Description for Annexation  
Old Tar Pump Station Site – Annexation  
(Parcel 83155)

Lying and being in Winterville Township, Pitt County, North Carolina and more particularly described as follows;

Being all of that 0.147 acre (6,400 square feet) tract as shown on map entitled “Final Plat of Minor Subdivision Prepared for: The Town of Winterville on the Lands of Karl W. McLawhorn Jr and Karla M. Allen”, made by the Wooten Company, said map being recorded in Book 80, Page 47 of the Pitt County Registry, and incorporated herein by reference for a more detailed description.

**Section 2.** Upon and after October 31, 2021, the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the Town of Winterville and shall be entitled to the same privileges and benefits as other parts of the Town of Winterville. Said territory shall be subject to municipal taxes according to NCGS 160D.

**Section 3.** The Mayor of the Town of Winterville shall cause to be recorded in the Office of the Register of Deeds of Pitt County, and in the Office of the Secretary of State in Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such map shall also be delivered to the County Board of Elections, as required by NCGS 163-288.1.

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

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

ATTEST:

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

DRAFT

North Carolina

Pitt County

I hereby certify that the foregoing is a true and accurate copy of an ordinance duly adopted by the Town Council of the Town of Winterville, North Carolina, at a meeting held on October 11, 2021 at 7 o'clock pm at the Town Hall in the Town of Winterville.

IN WITNESS WHEREOF I have hereunto set my hand and have caused the official corporate seal of the Town of Winterville to be affixed, this \_\_\_\_\_ day of October 2021.

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

North Carolina

Pitt County

I, Kristin L. Godley, a Notary Public, do hereby certify that Donald Harvey, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purpose therein expressed.

WITNESS my hand and notarial seal this \_\_\_\_\_ day of October 2021.

\_\_\_\_\_  
Notary Public

My Commission Expires: **June 23, 2024**



TOWN OF WINTERVILLE  
PUBLIC COMMENT APPLICATION

Name of Applicant: ROBERT SIEMION

Date: 10/5/21

Address: 329 CREMSON DR, WINTERVILLE

Phone: 252-218-5673

Town Council Meeting Date Requesting to Provide Comment:  
\_\_\_\_\_

Description of the item(s) to be presented to the Town Council Members. Please be specific.

WATER DRAINAGE, COPPER CREEK, SUMMER WINDS, MAGNOLIA RIDGE, FINAL PHASE OF COPPER CREEK RETENTION/DETENTION POND

Name(s) of Speaker(s):

(1) ROBERT SIEMION

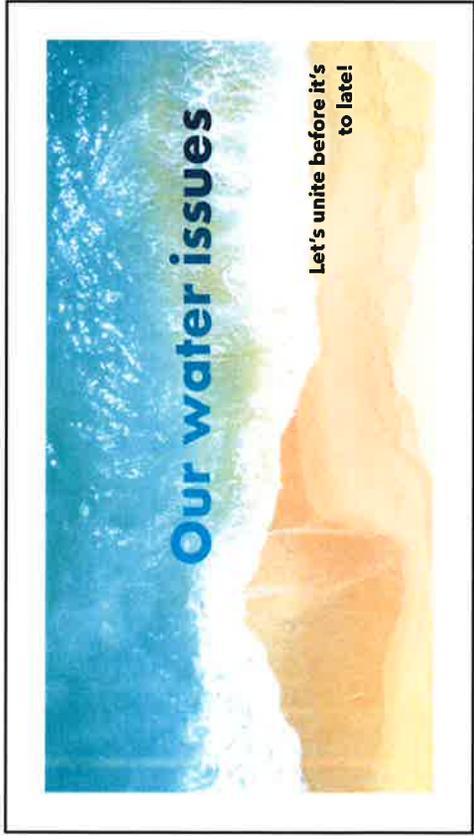
(2) TONYA CHUA Robin Sloop

(3) STEVE PAYTON

My signature below acknowledges that I have read the Town of Winterville Public Comment Policy. I agree that as applicant, the speaker(s) named above shall adhere to the Public Comment Policy of the Town of Winterville.

Robert Siemion  
Signature

ran 10/6/2021  
kp



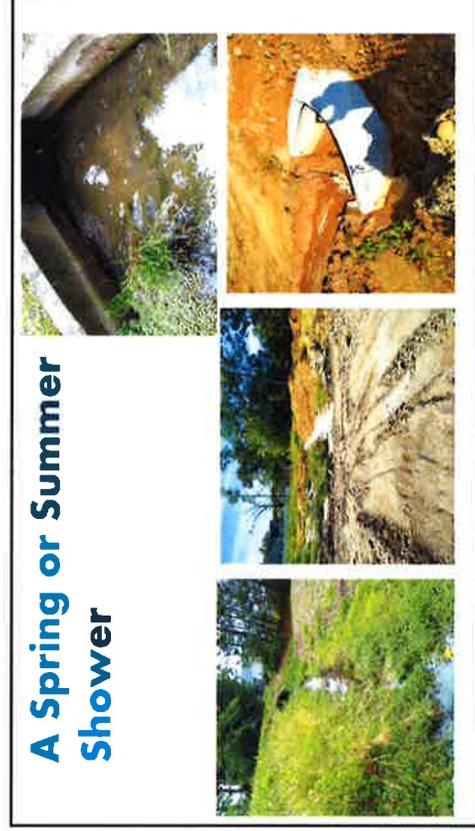
1



2



3



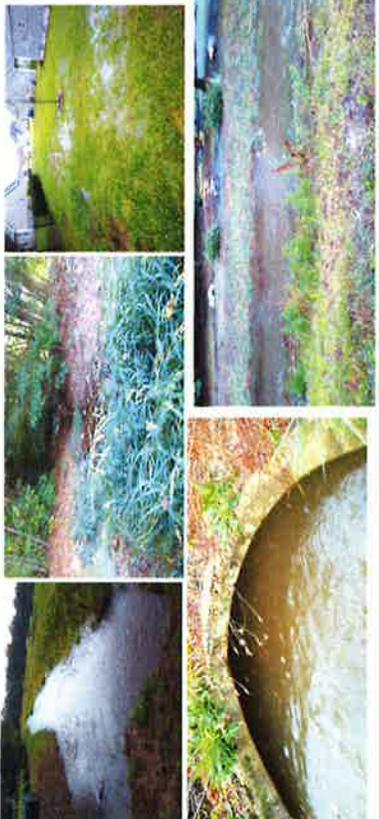
4

# Thunderstorm Heavy Rain



5

# You Ask What Is The Result



6



7



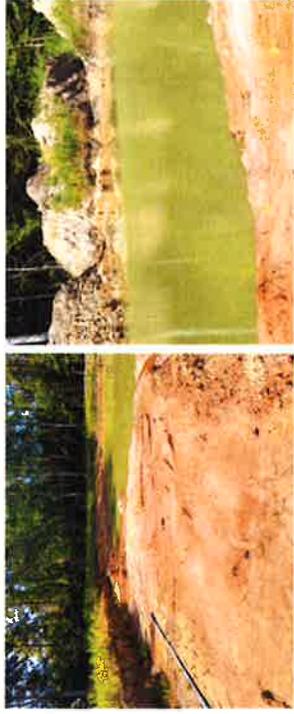
8

**HOW DO WE  
ESCAPE FLOODING**



9

**A RETENTION OR DETENTION  
POND THE ANSWER NO**



10



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Consent Agenda

**Meeting Date:** October 11, 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 meetings listed below.

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

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/5/2021

Final: tjp - 10/5/2021

**Supporting Documentation**

Approval of the following set of Council Meeting Minutes:

- September 13, 2021 Regular Meeting Minutes.

**Budgetary Impact:** NA.

**Recommendation:** Approval of Minutes.



**WINTERVILLE TOWN COUNCIL  
MONDAY, SEPTEMBER 13, 2021 - 7:00 PM  
REGULAR MEETING MINUTES  
(LIMITED IN-PERSON ATTENDANCE)**

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  
Richard (Ricky) E. Hines, Mayor Pro Tem  
Tony P. Moore, Councilman  
Johnny Moye, Councilman  
Veronica W. Roberson, Councilwoman  
Mark C. Smith, Councilman  
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 Moye 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 the Other Agenda Items added for discussion.

**Motion made by Councilman Smith and seconded by Mayor Pro Tem Hines to approve the revised agenda to include the added Other Agenda Items. Motion carried unanimously, 5-0.**

**PROCLAMATIONS:** Town Clerk Harvey gave a summary of the following Proclamations:

1. September 11, 2001, Day of Remembrance, 20<sup>th</sup> Anniversary



**Proclamation**  
**September 11, 2001 Day of Remembrance**  
**20th Anniversary**

**WHEREAS**, in an unprovoked and senseless act of terrorism, four civilian aircraft were hijacked on September 11, 2001, and crashed in New York City, Pennsylvania and the Pentagon, resulting in a momentous loss of innocent United States lives of all heritages; and,

**WHEREAS**, while we still continue to recover from the loss of innocent lives, the spirit of the United States has been revitalized, giving way to expressions of patriotism; and,

**WHEREAS**, inspired by the heroism of our nation's public service personnel, military service members and countless volunteers, our nation found unity and strength; and,

**WHEREAS**, from the tragedy of September 11 emerged a stronger nation, renewed by the spirit of national pride, and a true love of country; and,

**WHEREAS**, Americans also have fought back against terror by choosing to overcome evil with good by loving their neighbors as they would like to be loved, contributing to relief efforts, and volunteering their time to aid those in need.

**NOW, THEREFORE**, I, Douglas A. Jackson, Mayor of the Town of Winterville do hereby proclaim September 11, 2021, the 20th Anniversary of the attacks of September 11, 2001 and also the National Day of Service and Remembrance and urge our citizens to recognize the heroism of firefighters, rescue and law enforcement personnel, military service members and the many volunteers who responded to these tragic events with courage, selfless compassion, determination and skill; and to remember the victims and innocent lives lost as a result of the tragic events on September 11, 2001.

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



Attest:

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

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

2. Public Power Week.



**PROCLAMATION**  
**PUBLIC POWER WEEK: OCTOBER 3 - 9, 2021**

**WHEREAS**, the citizens of the Town of Winterville, place a high value on local choice community services and therefore have chosen to operate a community-owned, electric utility and, as customers and owners of our electric utility, have a direct say in utility operations and policies; and,

**WHEREAS**, the Town of Winterville provides our homes, businesses, schools, social services, and local government agencies with reliable, efficient, and safe electricity, employing sound business practices designed to ensure the best possible service and rates; and,

**WHEREAS**, the Town of Winterville is a valuable community asset that contributes to the well-being of local citizens through energy efficiency, customer service, environmental protection, economic development, and safety awareness; and,

**WHEREAS**, the Town of Winterville is a dependable and trustworthy institution whose local operation provides many consumer protections and continues to make our community a better place to live and work, and contributes to protecting environment; and,

**WHEREAS**, our community joins hands with more than 2,000 other public power systems in the United States in this celebration of public power, which puts our residents, businesses, and the community first; and,

**NOW, THEREFORE**, the Town of Winterville will continue to work to bring cost effective, safe, reliable electricity to community homes and businesses just as it has since 1900, the year when the utility was created to serve all the citizens of the Town of Winterville; and,

**NOW, THEREFORE**, I, Douglas A. Jackson, Mayor of the Town of Winterville hereby designate the week of October 3 – 9, 2021, Public Power Week to recognize the people behind public power in the Town of Winterville for their contributions to the community and to educate customer-owners, policy makers, and employees on the benefits of public power.

**IN WITNESS WHEREOF**, I do set my hand, and cause the seal of Winterville to be affixed this 13<sup>th</sup> day of September 2021.

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

**Attest:**

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

3. Deacon Lee Ernest Grimes Sr.



**PROCLAMATION**  
*Deacon Lee Ernest Grimes Sr.*

**WHEREAS**, Deacon Lee Ernest Grimes Sr. was born March 26, 1928; and,

**WHEREAS**, Deacon Lee Ernest Grimes Sr. was age 93 and lived at 121 Boyd Street, Winterville, NC; and,

**WHEREAS**, Deacon Lee Ernest Grimes Sr. was the son of Tom and Katie Grimes; and,

**WHEREAS**, Deacon Lee Ernest Grimes Sr. had ten children and is survived by three sons, Lee Grimes Jr. of Greenville, NC, Stephen Grimes of Winterville, NC and Bernard Grimes of Winterville, NC; and five daughters, Constance Jones of New Bern, NC, Bernadette Jones, Denise Battle, Ilyene Dunn all of Winterville, NC, and Vera Wilkes of Rocky Mount, NC; and,

**WHEREAS**, Deacon Lee Ernest Grimes Sr. is also survived by twenty-three grandchildren, thirty-three great grandchildren, fifteen great-great grandchildren and a host of other relatives and friends; and,

**WHEREAS**, Mr. Grimes attended Pitt County Schools; and,

**WHEREAS**, Mr. Grimes was employed at Blount Enterprise, Army Wholesale, and E. I. Dupont; and

**WHEREAS**, Mr. Grimes was a business owner of Grimes Upholstery Shop; and,

**WHEREAS**, Deacon Lee Ernest Grimes Sr. had interests in construction and building including renovations at Live Oak, Sweet Hope, and Zion Hill Free Will Baptist Churches; and

**WHEREAS**, Deacon Lee Ernest Grimes Sr. was a Member and Deacon of Wells Chapel Church of God In Christ; and,

**NOW THEREFORE**, I, Douglas A. Jackson, Mayor of the Town of Winterville join with the Town Council and do hereby honor the contributions and legacy of Deacon Lee Ernest Grimes Sr.

**IN WITNESS WHEREOF**, I do set my hand, and cause the seal of Winterville to be affixed this 13<sup>th</sup> day of September 2021.

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

**Attest:**

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

**PUBLIC HEARINGS:**

1. Sutton Capital Group Rezoning Request - Planning Director Jones gave the following presentation:

**Town of WINTERVILLE**  
*A slice of the good life!*

**Sutton Capital Group – Rezoning Request**

- Applicant: Sutton Capital Group, LLC
- Location: Intersection of Reddy Branch Road and Davenport Farm Road.
- Parcel Numbers: 12045, 23479, 38386
- Site Data: 94.372 acres
- Current Zoning District: Agricultural Residential (AR)
- Proposed Zoning District: R-10 CD (33.773 Acres), R-8 CD (30.579 Acres), R-6 CD (22.613 Acres)



**Town of WINTERVILLE**  
*A slice of the good life!*

**Sutton Capital Group – Rezoning Request**

- Proposed Zoning District: R-10 CD (33.773 Acres), R-8 CD (30.579 Acres), R-6 CD (22.613 Acres)
- With the following conditions:
  - All lots will be single family residential.
  - 8' Side Setbacks.
  - All homes will be a minimum of 1500 SF (Heated).
  - The development will consist of fiber cement board exterior siding on all homes with some elevations consisting of brick or stone accents.
  - All homes will include a 2-car garage.
  - Dedication of 30' Greenway easement along Swift Creek.
  - Development will include amenity area with pool and cabana.









**FUTURE LAND USE CHARACTER AREAS**

- Conservation**  
 The 100-year floodplain is regulated in order to prevent loss during floods. These areas are appropriate for outdoor recreation, agriculture / silviculture, and are otherwise predominantly unsuitable for development. This area also includes cemeteries.
- Rural Residential**  
 Very low density single family detached residential on very large lots in a rural setting. Generally less than 1 dwelling per acre, and almost always without sewer service. Industrial agricultural operations are still active in these locations.
- Suburban Residential**  
 Primarily the large lot, single family detached residential that many people love about the town's housing stock. Generally 2-3 dwelling units per acre, larger lots, with front- and side-loaded garages. Smaller lot sizes occasionally if minimum standards for open space and amenities are exceeded.
- Urban Neighborhood**  
 Primarily medium-sized lots with single family detached residential and occasionally smaller-scale, cost-sensitive patio homes and attached residential permitted if design criteria are met. Generally 3-6 dwellings per acre. Some small-scale services, retail parks, or offices encouraged at select locations with good access.
- Commercial Overlay**  
 Potential for small-scale commercial that is sensitive to existing residential development if good transportation access is possible.
- Neighborhood Center**  
 Corridor appropriate commercial, retail, services, professional offices, and occasionally residential located at key locations and crossroads that serve the general neighborhood around them. Small lot residential or patio homes and/or attached residential could be part of land use mix.
- Mixed Use Center**  
 Mix of commercial, retail, restaurants, and service-oriented businesses, with a variety of residential options, including multi-family, townhomes, and upper story residential. Offices also potentially on upper floors. Walkable places with a pedestrian-focused "downtown" feel.
- Regional Center**  
 High- to medium-intensity commercial, retail and lodging uses that act as regional activity centers, with offices and residential potentially mixed in. Primarily auto-oriented destinations with national or regional businesses.
- Employment / Residential**  
 These areas could include office buildings, storage and flex uses, supporting commercial uses and/or medium to high-intensity residential uses.
- Office & Employment**  
 Large office buildings, manufacturing, distributor, and light- to medium-industrial uses, storage and flex uses, along with associated offices and supporting commercial uses.
- Institution or Park**  
 Community schools, the Pitt Community College campus, town parks, and open space areas form a fabric that binds the community together. New institutional, civic, and open space uses are potentially allowed in any future land use category.



Urban Neighborhood

**General Character**

Somewhat higher density, predominantly single family detached residential housing. Some attached housing and/or small-scale commercial, retail, or restaurants allowed at select locations.

Typical Components	
Density	3-8 per acre
Lot coverage	Medium
Building height	1.5-3 stories
Parking	On- and off-street; front, side, rear, or alley-loaded
Street pattern	Suburban to urban grid
Right-of-way width	50'-60', less for alleys
Block length	600'-800'
Drainage	Curb-and-gutter
Bicycle/Pedestrian	Sidewalk (both sides)
Open Space	5-10%, more formal including plazas, greens and other common areas
Potential zoning	R1-12.5, R1-10, R1-B, possibly also NB*, R1-B, or M-1

\*A Neighborhood Business zoning district is recommended on page 90

**Uses**

Small lot single family detached residential dom-

inates (with lots of approx. 6,000 to 10,000 sq ft), but duplexes or townhomes may be appropriate if design criteria are met to protect neighborhood character. Some small-scale service or office uses may be appropriate at select locations.

**Buildings & Parking**

Buildings are closer to the street, some side- and alley-loaded developments may be close to the sidewalk. Parking at nonresidential uses should be in the rear, to preserve walkability. On-street parking should be provided if densities exceed 4 dwelling units per acre or lot coverage of less than 50 feet per home.

**Streets & Connections**

Low to medium-volume streets prioritize pedestrians. Street trees soften the streetscape. Connections to adjacent properties and neighborhoods are required.



Examples of Urban Neighborhood

RECOMMENDATIONS & IMPLEMENTATION

**Policy 3:** Formalize a downtown public space.

**Strategies**

**3.1:** Develop a downtown event space that can be used for concerts, markets, seasonal events (Christmas Parade, 4th of July, etc.), special events, and possibly even be rented for private events like weddings.

- Market on the square events have been held on property on the corner of Main and Church Street. Minor improvements have been made, including a clock tower.
- Additional improvements to the space, including internal pathways, on-street parking along Church Street, plantings and landscaping, and programming could help formalize this as a destination for residents and visitors.

**3.2:** Enhance programming of the space after improvements have been made.

- An initial goal of 2 events per season, and an initial budget projected at \$30,000-\$50,000 is a reasonable target. This may also require an additional staff person to administer and advertise events.

**Policy 4:** Study a Recreation Center on north side of downtown.

**Strategies**

**4.1:** Develop a recreation center on the north side of downtown, near the railroad tracks, to serve youth recreation leagues, exercise space, creative classes, and other events.

- This large recreation center will be a prominent and defining recreational facility for Winterville. Precedent facilities might include the Snow Hill Recreation Center or the Clayton Community Center.



Improvements to the area where Market on the Square currently takes place could provide a park and year-round public space in Downtown

**Policy 5:** Implement the Greenway Master Plan.

**5.1:** Complete the Phase I greenway along Cedar Ridge Drive.

**5.2:** Study potential greenway trailheads (i.e. at Main Street and NC11).

**5.3:** Create a greenway connection to the Boys and Girls Club.

**5.4:** Add north-south connectivity along the railroad track to connect downtown to Pitt Community College.

**5.5:** Conduct feasibility studies on other project priorities.

**5.6:** Obtain greenway easements wherever possible, including in sewer and public utility corridors; a minimum easement



Minor improvements to the space across from the fire department have already been made. Additional improvements could include internal pathways, on-street or off-street parking, landscaping and programming

width of 30 feet wide whenever shown on the greenway master plan.

**Policy 6:** Encourage quality open space.

**Strategies**

**6.1:** Review and enhance open space requirements for residential development.

- New subdivisions should be required to set aside usable open space, not just floodplain and wetlands.

**6.2:** Provide incentives for more open space and amenities in new neighborhoods. Incentives could include:

- Lot size reductions, increased density allowances and/or reduction in recreation fees could be considered.

**6.3:** Review and revise recreation dedication and fee-in-lieu as needed to ensure that new growth mitigates its impact on recreational resources.

**6.4:** Incentivize tree preservation and water quality protection in site design.

- Incentives, such as credit toward open space requirements, can sometimes work better than requirements. Preserving stands of mature trees should be prioritized over single tree saves.
- Stormwater facilities with naturalized design could count toward open space.
- Stormwater devices should be built to mimic pre-development conditions.

Conservation subdivision design that includes open space and amenities should be encouraged in Suburban Residential areas.

The below graphics illustrate two alternatives for designing a residential subdivision. Each design includes the same number of lots and homes. The graphic on the left illustrates a Conservation Subdivision Design alternative that reserves more land as open space and amenities in exchange for more flexibility in lot size. Studies have shown that parks and open space in new subdivisions can result in higher property values. The current zoning code in Winterville results in conventional design with limited open space. Allowing smaller lots if minimum open space requirements are exceeded could help preserve unique natural features and result in higher property values.



Conservation Subdivision Design  
Lots: ~130  
Open Space: ~40%



Conventional Subdivision Design  
Lots: ~130  
Open Space: ~13%



**Staff Recommendation:**

- Planning Staff finds the request is reasonable and in the public interest because the proposed zoning district is compatible with surrounding land uses and the future land use plan.
- Staff recommends APPROVAL of the request to rezone 94.372 acres from AR to R-10 CD, R-8 CD, and R-6 CD with the following conditions:
  - All homes will be single family residential.
  - 8' Side Setbacks.
  - All homes will be a minimum of 1500 SF (Heated).
  - The development will consist of fiber cement board exterior siding on all homes with some elevations consisting of brick or stone accents.
  - All homes will include a 2-car garage.
  - Dedication of 30' Greenway easement along Swift Creek.
  - Development will include amenity area with pool and cabana.



**REZONING PROCESS:**

- Planning and Zoning Board voted 7-1 to recommend APPROVAL of the request on July 19, 2021.
- The Public Hearing was scheduled at the August 9, 2021 Town Council Meeting.
- Town Council will now hold a public hearing regarding this request.



**Comments Received:**

- "We are very excited to see this project move forward and appreciate the fact that they are bring much needed housing to the area. Please pass on that we as their southern neighbor are happy to see this come to fruition and benefit Winterville and Greenville alike. Thank you for soliciting our input! We are thankful for the Town of Winterville and its leadership."
  - Brian Maciaszek, Executive Pastor (Open Door Church)



Mayor Jackson declared the public hearing open, asked if anyone would like to speak in favor of the rezoning request.

Scott Anderson, with Ark Consulting spoke for the request and noted that it meets the goals and is in conformance, is high on suitability, and residential use. Presented the concept plan that spelled out the number of lots, amenity area, pool and relaxing area. The plan is age focused with open space along Swift Creek that utilizes the open space land. Kimley-horn completed a traffic study and the is below capacity and noted the intersection the problem. Darrin Sutton, with Sutton Capital Group noted that this a community they want to build and utilize. This is something good for the community.

Councilman Moyer asked what is R-6, master down? Mr. Sutton noted the master bedroom will be downstairs, age targeted. Councilman Moyer said should it be target to retirees in this area? Mr. Sutton said they find it is very compatible. Mayor Pro Tem Hines asked about the traffic study. Mr. Sutton said Kimley-Horn completed the study. Councilman Moyer asked if all were the same lot size. Mr. Sutton said no, different lot sizes in each area. Councilman Moyer asked about the parking. Mr. Sutton said there is adequate parking with garages and 2-3 cars per unit. Richard Adams, with Kimley-Horn completed the traffic study. Mayor Pro Tem Hines asked about the intersection controls, new 3-way stop, proposed round about, and how will a traffic signal light work. Councilman Smith asked if NCDOT had guaranteed? Mayor Jackson about 4-way stops. Mayor Pro Tem Hines said people do not pay attention. Councilman Smith asked when you would anticipate a signal light be installed. Mr. Adams said do not anticipate a long delay, estimate a year. Councilman Moore noted that the Tar Road improvements were behind schedule. Councilman Moyer asked if a turn lane would be required. Mr. Adams said that NCDOT would not require. Councilwoman Roberson asked is sidewalks are on both sides. Planning Director Jones said currently subdivision regulations do not require, but a berm is required. Councilwoman Roberson said we should require. Planning Director Jones said that we could require. Town Manager Parker noted that changes with the development will need to be considered.

Mayor Jackson asked if anyone would like to speak in opposition of the rezoning request.

Robert Watson, 240 Copper Creek Drive wanted to see plans, how many homes. Has issues with the large scale of development.

Judy Bowen, 535 Davenport Farm Road said she has concerns with the plans. Stormwater run-off relating to flooding occurred recently. She noted they carry flood insurance. The plans have retention ponds, however what about hurricanes. She noted that traffic will increase. A 3-way stop up the road has made it worse. The existing 4-way stop backs up. This much development will make things worse.

Robert Siemion, 329 Crimson Drive said he lives in Summer Winds and flooding is a problem and drainage is not maintained. Swales are owner responsibility and piping are public responsibility.

Mayor Jackson closed the public hearing.

Mayor Pro Tem Hines said the Swift Creek Drainage district may handle problems there, contact Kendall Paramore. Councilwoman Roberson said Magnolia Ridge has a drainage problem resulting from the developer that now is a Town problem. Councilman Moore said Pitt Soil Board, Leroy Smith is in charge of that Board and could be contacted. Stormwater is a major issue and retention ponds do not work; state does not know.

Mayor Jackson asked for any further discussion or any more questions. Hearing none what is the Board's pleasure.

**Motion made by Councilman Moore and seconded by Councilman Smith to deny the Sutton Capital Group Rezoning Request.**

Councilwoman Roberson said the Magnolia Ridge developer created a problem that is now on the Town. Councilman Moye asked can we have larger lots. Planning Director Jones said that would be a question for developer. Mayor Pro Tem Hines said the Planning and Zoning Board and staff both recommended approval, what more are we looking for. Councilman Moore noted that Council has been in opposition of Planning and Zoning Board before. Planning Director Jones said that the developer provided additional information tonight than at Planning and Zoning Board. Councilman Smith said the issue is with traffic and drainage, we need guarantee.

**Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Mayor Pro Tem Hines opposed. Motion to deny carried, 4-1.**

2. Aquatic Holdings Rezoning Request- Planning Director Jones gave the following presentation:

**Town of WINTERVILLE**  
*A slice of the good life!*

**Aquatic Holdings – Rezoning Request**

- Applicant: Aquatic Holdings, LLC
- Location: Beacon Drive east of its intersection with Winterville Pkwy.
- Parcel Numbers: 82774
- Site Data: 1.3090acres
- Current Zoning District: Office and Institutional (OI)
- Proposed Zoning District: General Business (GB)



**Town of WINTERVILLE**  
*A slice of the good life!*

**Aquatic Holdings – Rezoning Request**

- Notification was posted on the site on July 6, 2021.
- Planning and Zoning Board unanimously voted to recommend APPROVAL on July 19, 2021.
- Adjacent property owners were mailed notification of the rezoning request on August 25, 2021.
- Public Hearing Notice was published in the Daily Reflector on September 1, 2021 and September 8, 2021.







**FUTURE LAND USE CHARACTER AREAS**

- Conservation**  
The 100-year floodplain is regulated in order to prevent loss during floods. These areas are appropriate for outdoor recreation, agriculture / silviculture, and are otherwise predominantly unsuitable for development. This area also includes cemeteries.
- Rural Residential**  
Very low density single family detached residential on very large lots in a rural setting. Generally less than 1 dwelling per acre, and almost always without sewer service. Industrial agricultural operations are still active in these locations.
- Suburban Residential**  
Primarily the large lot, single family detached residential that many people love about the town's housing stock. Generally 2-3 dwelling units per acre, larger lots, with front and side-loaded garages. Smaller lot sizes occasionally if minimum standards for open space and amenities are exceeded.
- Urban Neighborhood**  
Primarily medium-sized lots with single family detached residential and occasionally smaller-scale, cost-sensitive patio homes and attached residential permitted if design criteria are met. Generally 3-6 dwellings per acre. Some small-scale services, retail parks, or offices encouraged at select locations with good access.
- Commercial Overlay**  
Potential for small-scale commercial that is sensitive to existing residential development if good transportation access is possible.
- Neighborhood Center**  
Concentrate appropriate commercial, retail, services, professional offices, and occasionally residential located at key locations and crossroads that serve the general neighborhood around them. Small lot residential or patio homes and/or attached residential could be part of land use mix.
- Mixed Use Center**  
Mix of commercial, retail, restaurants, and service-oriented businesses, with a variety of residential options, including multi-family townhomes, and upper story residential. Offices also potentially on upper floors. Walkable places with a pedestrian-focused "downtown" feel.
- Regional Center**  
High- to medium-intensity commercial, retail and lodging uses that act as regional activity centers, with offices and residential potentially mixed in. Primarily auto-oriented destinations with national or regional businesses.
- Employment / Residential**  
These areas could include office buildings, storage and flex uses, supporting commercial uses and/or medium to high-intensity residential uses.
- Office & Employment**  
Large office buildings, manufacturing, distribution, and light- to medium-industrial uses, storage and flex uses, along with associated offices and supporting commercial uses.
- Institution or Park**  
Community schools, the Pitt Community College campus, town parks, and open space areas form a fabric that binds the community together. New institutional, civic, and open space uses are potentially allowed in any future land use category.



**General Character**

These centers have small-scale retail, restaurants and offices that are local landmarks and serve the surrounding neighborhoods. Other, more high intensity land uses may be attracted to these activity areas. Residential uses could include patio homes, attached units and some multi-family structures.

Typical Components	
Density	Up to 14 units per acre
Lot coverage	Medium to high
Building height	1-5-4 stories
Parking	On-street, internal lots On-street parking on some blocks
Street pattern	Urban grid
Right-of-way width	50'-60' with 70'-100' boulevards
Block length	500'-800'
Drainage	Curb-and-gutter
Bicycle/Pedestrian	Sidewalk (Both sides)
Civic Space	Limited, small plazas, patio dining
Potential zoning	G-B, C-M, O-I, I-C, possibly C-B, R-B, R-E, or M-R

**Uses**

Neighborhood-serving commercial uses (grocery store, retail/service, restaurant, etc.) serve as the anchor of this land use type, with multi-family and other residential mixed in and supporting the commercial center.

**Buildings & Parking**

Buildings set back from the street with landscaping and limited parking in front. More internal parking to the side or behind businesses.



**Streets & Connections**

These sites balance automobiles and pedestrians, and need to be accessible by multiple transportation modes to succeed as social centers.



Examples of Neighborhood Centers

Neighborhood Center



**Staff Recommendation:**

- Planning Staff finds the request is reasonable and in the public interest because the proposed zoning district is compatible with surrounding land uses and the future land use plan.
- Staff recommends APPROVAL of the request to rezone 1.3090 acres from OI to GB.



**REZONING PROCESS:**

- Planning and Zoning Board voted unanimously to recommend APPROVAL to the Town Council on July 19, 2021.
- The Public Hearing was scheduled at the August 9, 2021 Town Council Meeting.
- Town Council will now hold a public hearing regarding this request.



Mayor Jackson declared the public hearing open, asked if anyone would like to speak in favor of the plan.

Ken Malpass, Engineer asked for any questions. Councilman Smith asked is the Aquatics Center originally planned to expand, now want to sell. Councilman Smith asked what the proposed use is, rumors are an automotive repair shop. Planning Director Jones there would be requirements, fencing, and buffer would be required. Ron Harrell, commercial broker heading the project said Collice Moore tried to buffer initially. The proposed use is a first class building and company that would be a good neighbor.

Mayor Jackson asked if anyone would like to speak in opposition of the plan. No one spoke.

Mayor Jackson asked for any further discussion or any more questions. Hearing none what is the Board's pleasure.

Motion made by Councilwoman Roberson and seconded by Councilman Moye to approve the Aquatic Holdings Rezoning Request. Mayor Pro Tem Hines, Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.

3. Alfred Martin McLawhorn/William Farkas Rezoning Request - Planning Director Jones gave the following presentation:

Town of  
**WINTERVILLE**  
*A slice of the good life!*

Alfred McLawhorn – Rezoning Request

- Applicant: Carl Parker (Parker and Associates)
- Location: Mill Street north of its intersection with Laurie Ellis Road
- Parcel Numbers: 39149, 16203
- Site Data: 11.6153 acres
- Current Zoning District: R-8
- Proposed Zoning District: Multi-Family Residential (MR)



Town of  
**WINTERVILLE**  
*A slice of the good life!*

Alfred McLawhorn– Rezoning Request

- Notification was posted on the site on June 29, 2021.
- Planning and Zoning Board unanimously recommended APPROVAL on July 19, 2021.
- Adjacent property owners were mailed notification of the rezoning request on August 25, 2021.
- Public Hearing Notice was published in the Daily Reflector on September 1, 2021 and September 8, 2021.







**FUTURE LAND USE CHARACTER AREAS**

- Conservation**  
The 100-year floodplain is regulated in order to prevent loss during floods. These areas are appropriate for outdoor recreation, agriculture / silviculture, and are otherwise predominantly unsuitable for development. This area also includes cemeteries.
- Rural Residential**  
Very low density single family detached residential on very large lots in a rural setting. Generally less than 1 dwelling per acre, and almost always without sewer service. Industrial agricultural operations are still active in these locations.
- Suburban Residential**  
Primarily the large lot, single family detached residential that many people love about the town's housing stock. Generally 2-3 dwelling units per acre, larger lots, with front- and side-loaded garages. Smaller lot sizes occasionally if minimum standards for open space and amenities are exceeded.
- Urban Neighborhood**  
Primarily medium-sized lots with single family detached residential and occasionally smaller-scale, costed-sensitive patio homes and attached residential permitted if design criteria are met. Generally 3-6 dwellings per acre. Some small-scale services, retail, parks, or offices encouraged at select locations with good access.
- Commercial Overlay**  
Potential for small-scale commercial that is sensitive to existing residential development if good transportation access is possible.

- Neighborhood Center**  
Concentrate appropriate commercial, retail, services, professional offices, and occasionally residential located at key locations and crossroads that serve the general neighborhood around them. Small lot residential or patio homes and/or attached residential could be part of land use mix.
- Mixed Use Center**  
Mix of commercial, retail, restaurants, and service-oriented businesses, with a variety of residential options, including multi-family, townhomes, and upper story residential. Offices also potentially on upper floors. Walkable places with a pedestrian-focused "downtown" feel.
- Regional Center**  
High- to medium-intensity commercial, retail and lodging uses that act as regional activity centers, with offices and residential potentially mixed in. Primarily auto-oriented destinations with national or regional businesses.
- Employment / Residential**  
These areas could include office buildings, storage and flex uses, supporting commercial uses and/or medium to high-intensity residential uses.
- Office & Employment**  
Large office buildings, manufacturing, distributor, and high- to medium-intensity uses, storage and flex uses, along with associated offices and supporting commercial uses.
- Institution or Park**  
Community schools, the Pitt Community College campus, town parks, and open space areas form a fabric that binds the community together. New institutional, civic, and open space uses are potentially allowed in any future land use category.

Urban Neighborhood

**General Character**

Somewhat higher density, predominantly single family detached residential housing. Some attached housing and/or small-scale commercial, retail, or restaurants allowed at select locations.

Typical Components	
Density	3-8 per acre
Lot coverage	Medium
Building heights	1.5-3 stories
Parking	On- and off-street; front, side, rear, or alley-loaded
Street pattern	Suburban to urban grid
Right-of-way width	50'-60', less for alleys
Block length	600' -800'
Drainage	Curb-and-gutter
Bicycle/Pedestrian	Sidewalk (both sides)
Open Space	5-10%, more formal including plazas, greens and other common areas
Potential zoning	RI-12.5, RI-10, RI-8, possibly also RB*, RI-6, or M-RI

\*RI Neighborhood Business zoning district is recommended on page 90

**Uses**

Small lot single family detached residential dom-

inates (with lots of approx. 6,000 to 10,000 sq ft), but duplexes or townhomes may be appropriate if design criteria are met to protect neighborhood character. Some small-scale service or office uses may be appropriate at select locations.

**Buildings & Parking**

Buildings are closer to the street, some side- and alley-loaded developments may be close to the sidewalk. Parking at nonresidential uses should be in the rear, to preserve walkability. On-street parking should be provided if densities exceed 4 dwelling units per acre or lot frontage of less than 50 feet per home.

**Streets & Connections**

Low- to medium-volume streets prioritize pedestrians. Street trees soften the streetscape. Connections to adjacent properties and neighborhoods are frequent.



Examples of Urban Neighborhood





**Staff Recommendation:**

- Planning Staff finds the request is reasonable and in the public interest because the proposed zoning district is compatible with surrounding land uses and the future land use plan.
- Staff recommends APPROVAL of the request to rezone 11.6153 acres from R-8 to MR.



**REZONING PROCESS:**

- Planning and Zoning Board unanimously recommended APPROVAL to the Town Council on July 19, 2021.
- The Public Hearing was scheduled at the August 9, 2021 Town Council Meeting.
- Town Council will now hold a public hearing regarding this request.



Councilman Moye asked is there is commercial nearby. Planning Director Jones said there is some overlay from a previous request.

Mayor Jackson declared the public hearing open, asked if anyone would like to speak in favor of the plan. There were none.

Mayor Jackson asked if anyone would like to speak in opposition of the plan. There were none. Mayor Jackson declared the public hearing closed.

Mayor Jackson asked for any further discussion or any more questions. Hearing none what is the Board's pleasure.

**Motion made by Councilman and seconded by Councilman to approve the Alfred Martin McLawhorn/William Farkas Rezoning Request. Mayor Pro Tem Hines, Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.**

Council took a short break.

4. Pitt County Farms, LLC Rezoning Request – Planning Director Jones gave the following presentation:



- Applicant: Pitt County Farms, LLC
- Location: Intersection of Reedy Branch Road and HWY 11 S
- Parcel Numbers: 60147
- Site Data: 9.8706 acres
- Current Zoning District: Agricultural Residential
- Proposed Zoning District: Industrial (I)







**FUTURE LAND USE CHARACTER AREAS**



- Conservation**  
The 100-year floodplain is regulated in order to prevent loss during floods. These areas are appropriate for outdoor recreation, agriculture / silviculture, and are otherwise predominantly unsuitable for development. This area also includes cemeteries.
- Rural Residential**  
Very low density, single family detached residential on very large lots in a rural setting. Generally less than 1 dwelling per acre, and almost always without sewer service. Industrial agricultural operations are still active in these locations.
- Suburban Residential**  
Primarily the large lot, single family detached residential that many people love about the town's housing stock. Generally 2-3 dwelling units per acre, larger lots, with front and side-loaded garages. Smaller lot sizes occasionally if minimum standards for open space and amenities are exceeded.
- Urban Neighborhood**  
Primarily medium-sized lots with large family detached residential and occasionally smaller-scale, central-oriented patio homes and attached residential permitted if design criteria are met. Generally 3-6 dwellings per acre. Some small-scale services, restaurants, or offices encouraged at select locations with good access.
- Commercial Overlay**  
Potential for small-scale commercial that is sensitive to existing residential development if good transportation access is possible.

- Neighborhood Center**  
Concentrated appropriate commercial, retail, services, professional offices, and occasionally residential located at key locations and crossroads that serve the general neighborhood around them. Small lot residential or patio homes and/or attached residential could be part of land use mix.
- Mixed Use Center**  
Mix of commercial, retail, restaurants, and service-oriented businesses, with a variety of residential options, including multi-family, townhomes, and upper-story residential. Offices also potentially on upper floors. Walkable places with a pedestrian-focused "downtown" feel.
- Regional Center**  
High- to medium-intensity commercial, retail and lodging uses that act as regional activity centers, with offices and residential potentially mixed in. Primarily auto-oriented destinations with national or regional businesses.
- Employment / Residential**  
These areas could include office buildings, storage and flex uses, supporting commercial uses and/or medium to high-intensity residential uses.
- Office & Employment**  
Large office buildings, manufacturing, distribution, and high- to medium-industrial uses, storage and flex uses, along with associated offices and supporting commercial uses.
- Institution or Park**  
Community schools, the Pitt Community College campus, town parks, and open space areas form a fabric that binds the community together. New institutional, civic, and open space uses are potentially allowed in any future land use category.

**FUTURE LAND USE CHARACTER AREA**



**General Character**  
These employment supporting land uses are integral to the self-sufficiency of the community. They provide jobs and centers for economic growth.

Typical Components	
Density	No residential allowed
Lot coverage	Medium to High
Building height	1-5 stories
Parking	Off street, front, side, rear, or internal lots
Street pattern	Grid or modified grid
Right-of-way width	60' - 70'
Block length	800' - 1200'
Drainage	Ditch or curb-and-gutter
Bicycle/Pedestrian	Sidewalk
Open Space	Limited, focus of tree preservation and plantings is on buffering
Potential zoning	L O-1

**Uses**  
Large office buildings and employment generating uses, such as manufacturing, fabrication, and industrial flex space. Supporting commercial uses may also be present.

**Office & Employment**

**Buildings & Parking**  
Buildings and large surface parking are often screened from public rights-of-way. Parking areas and internal drives may or may not be connected to neighbors, depending on the type of occupant.

**Streets & Connections**  
Because these types of uses have requirements that are often specific to the occupant, care should be taken at development to maintain efficient traffic flow and cross access, while also respecting occupant needs. Automobiles and freight are prioritized.

*Examples of Office & Employment*





**Staff Recommendation:**

- Planning Staff finds the request is reasonable and in the public interest because the proposed zoning district is compatible with surrounding land uses and the future land use plan.
- Staff recommends APPROVAL of the request to rezone 9.8706 acres from AR to I.



**REZONING PROCESS:**

- Planning and Zoning Board voted unanimously to recommend APPROVAL to the Town Council on July 19, 2021.
- The Public Hearing was scheduled at the August 9, 2021 Town Council Meeting.
- Town Council will now hold a public hearing regarding this request.



Mayor Jackson declared the public hearing open, asked if anyone would like to speak in favor of the plan.

Ken Malpass, Engineer said plans are to develop into a ministorage site.

Mayor Jackson asked if anyone would like to speak in opposition of the plan. There were none. Mayor Jackson declared the public hearing closed.

Mayor Jackson asked for any further discussion or any more questions. Hearing none what is the Board's pleasure.

**Motion made by Councilman Moore and seconded by Councilman Moye to approve the Pitt County Farms, LLC Rezoning Request. Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Mayor Pro Tem Hines opposed. Motion carried, 4-1.**

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

1. Amy Amacker and Ben Self, 2564 Railroad Street – Spoke in favor of more noise permits and/or revising the current ordinance to make reasonable provision for live music.

Mayor Jackson asked how many people attending are residents. Mr. Self said that a vast majority of his clients are Town residents.

2. Vickey L. Cannon, 2426 Myrtle Street – Spoke concerning parking on Myrtle Street and Pitt Bull dog incident on August 29, 2021.

Vickey L. Cannon noted she was concerned about pit bulls and needs help with control. She asked can dogs be tied. Police Chief Willhite noted the way they can be tethered. He also said that the dog owner was cited on this violation. Mayor Pro Tem Hines asked if they can be vicious. Town Manager Parker quoted the ordinance and provisions on dogs.

Police Chief Willhite said that when they arrived, the dog was not at large. They called the County Animal Control and they evaluated, and they decided not to proceed further with the incident. Councilman Moye asked if we can we require them to build a fence if the dog attacked people and do not have to have a fence. Town Manager Parker said owner must maintain control of dog. Councilman Moye asked what the County determined. Ms. Cannon said they quarantined the dog in house and fined the owner \$35. Councilman Moore noted we need to adjust the ordinance to provide more controls. Police Chief Willhite noted to beware of what we change to the ordinance and what we are equipped to handle. Town Manager Parker said we will look at the statues for vicious animals with Town Attorney Lassiter. Councilman Moye asked what happens if a citizen shoots a dog, what would be done. Police Chief Willhite said cannot see pursuing the individual. He will review body camera footage of this incident. Councilwoman Roberson said would like for us to deal with this problem and make it safe.

Ms. Cannon also noted the Myrtle Street parking issue not working. It is a nuisance to call the police, however the problem continues. It is very aggravating and would like to get out of her driveway.

### **CONSENT AGENDA:**

Items included in the Consent Agenda:

1. Approval of the following sets of Council Meeting Minutes:
  - August 9, 2021 Regular Meeting Minutes.
2. Set Public Hearing for October 11, 2021: Winterville Interconnect Site - Annexation.

3. Set Public Hearing for October 11, 2021: Old Tar Road Pump Station - Annexation.
4. Direct Clerk to Certify Sufficiency: Holly Grove, Section 2 Annexation (Resolution 21-R-091).
5. Budget Amendment 2021-2022-2.

**Motion made by Councilman Moore and seconded by Councilwoman Roberson to approve the consent agenda. Mayor Pro Tem Hines, Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.**

Resolution No. 21-R-091

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

**HOLLY GROVE, SECTION 2  
PARCELS 07841 AND 85535**

**WHEREAS**, a petition requesting annexation of an area described in said petition was received August 26, 2021 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 13<sup>th</sup> day of September 2021.

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

ATTEST:

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

**BUDGET ORDINANCE AMENDMENT 20-21-2**

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, 2022:

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

LINE ITEM DESCRIPTION		Fund	Increase	Decrease
Fund Balance Contribution	10	3831 General Fund	\$ 30,000	
Total			\$ 30,000	\$ -

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

LINE ITEM DESCRIPTION		Department	Fund	Increase	Decrease
Contract Service	10-4310-00-4263	Police	General Fund	\$ 30,000	
Total				\$ 30,000	\$ -

Adopted the 13th day of August 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Clerk

**OLD BUSINESS:**

None

**NEW BUSINESS:**

1. ARPA Grant Project Ordinance: Finance Director Bowers presented the ARP Grant Budget Ordinance information.

As a result of the recent federal stimulus package, the Town of Winterville will receive \$3,164,984 in funding for projects that are defined in the scope of the ARP Funding guidelines. One of the items that is allowed in the Interim Final Rule is the construction of stormwater infrastructure. The council previously discussed the various options allowed by the grant, and the Council gave staff the indication that the funds should be spent on stormwater projects. The good part of establishing the grant fund is that we have the flexibility to modify the allocations into different categories if determined by the Council. Like all other funds, we can amend the grant fund to account for changes that may occur

throughout the life of the grant. We are anticipating additional funding opportunities to partner with the State of North Carolina. They are currently working to determine how they will allocate the funds they received.

**TOWN OF WINTERVILLE  
BUDGET ORDINANCE  
AMERICAN RECOVERY PLAN GRANT FUND**

**BE IT ORDAINED** by the Town Council of the Town of Winterville, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

**Section 1:** The grant authorization is for the design and construction of Storm Water infrastructure in the Town of Winterville. Funding for this project is provided by grant proceeds from the Federal Government in the form of ARP (American Recovery Plan) funds.

**Section 2:** The following amounts are appropriated for the project:

<u>Storm Water – Infrastructure</u>	<u>\$3,164,984</u>
	<b>\$3,164,984</b>

**Section 3:** The following revenue is anticipated to be available for this project:

<u>Grant Funding – ARP Proceeds</u>	<u>\$3,164,984</u>
	<b>\$3,164,984</b>

**Section 4:** The Finance Officer is hereby directed to maintain within the Grant Fund sufficient detailed accounting records to satisfy the requirements of the grant guidelines.

**Section 5:** Funds may be provided from the Storm Water Fund or from the General Fund for the purpose of supplementing the funds provided from the Federal and State Governments.

**Section 6:** Funds may be combined with additional funds considered to be eligible from the State of North Carolina. The combined funds can be used to leverage the two sources of funding to increase the scope of the project.

**Section 7:** The Finance Director is directed to report, on a monthly basis, the financial status of each project element in Section 2 and on the total revenues received or claimed.

**Section 8:** The Town management has the ability to amend the budget at the line item level as long as the amendments do not increase or decrease the overall budget total for the fund. Any changes to the fund total will require Town Council approval.

**Section 9:** Copies of this grant ordinance shall be furnished to the Town Clerk, Governing Board, Finance Director, and Town Manager (Budget Officer) to be kept on file by them for their direction in the disbursement of funds.

Adopted this 13th day of September 13th, 2021

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

Attest:

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

Mayor Jackson asked for any further discussion or any more questions. Hearing none what is the Board's pleasure.

**Motion made by Councilman Moore and seconded by Councilman Smith to approve the ARPA Grant Project Ordinance. Mayor Pro Tem Hines, Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.**

2. Holly Grove, Section 2 – Final Plat – Planning Director Jones gave the following presentation:

**Town of WINTERVILLE**  
*A slice of the good life!*

Holly Grove, Section 2 – Final Plat

- Developer: Carolina Eastern Homes, LLC
- Location: Church Street Ext south of its intersection with Laurie Ellis Road
- Parcel Number: 85535, 07841
- Site Data: 33 Lots, 13.61 acres
- Current Zoning District: R-12.5 CD





**Staff Recommendation:**

- The Final Plat for Holly Grove, Section 2 is in substantial agreement with the approved Preliminary Plat (Approved March 12, 2018).
- Holly Grove, Section 1 was approved June 4, 2019.
- The Technical Review Committee approved the Final Plat on August 3, 2021.
- Planning and Zoning Board unanimously recommended APPROVAL on August 16, 2021.
- Planning Staff recommends approval.



Mayor Jackson asked for any discussion or any questions. Hearing none what is the Board's pleasure.

**Motion made by Councilman Moore and seconded by Councilwoman Roberson to approve the Holly Grove, Section 2 Final Plat. Mayor Pro Tem Hines, Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.**

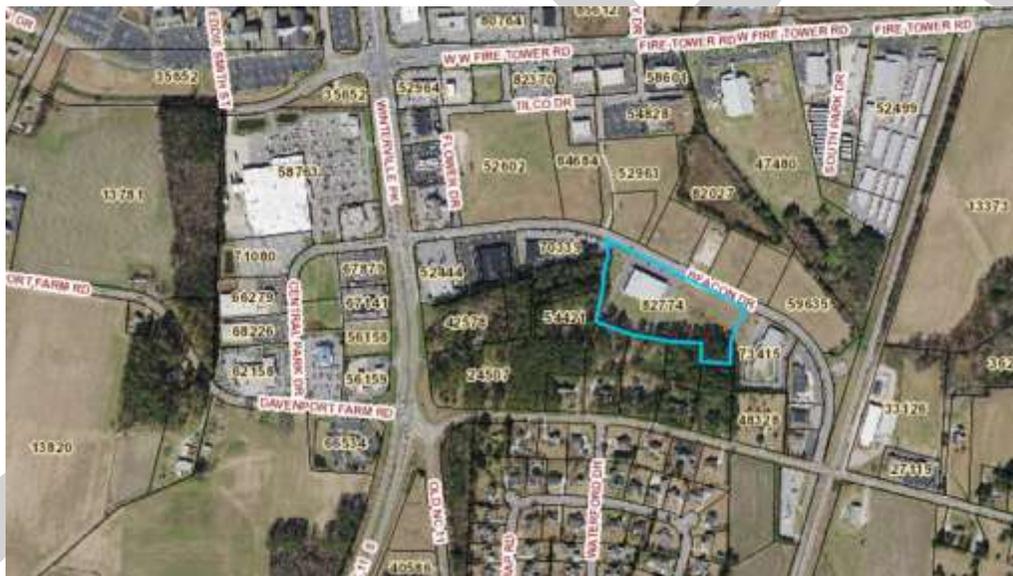
3. Ange Plaza, Lots 14 and 15 – Final Plat – Planning Director Jones gave the following presentation:

**Town of WINTERVILLE**  
*A slice of the good life!*

Ange Plaza, Lots 14 and 15 – Final Plat

**Site Data:**

- Location: Beacon Drive east of its intersection with Winterville Pkwy
- Parcel Number: 82774
- Size: 2 Lots, 6.9345 Acres
- Zoning: General Business (GB)





**Staff Recommendation:**

- The Final Plat for Ange Plaza, Lots 14 and 15 is in substantial agreement with the approved Preliminary Plat.
- Technical Review Committee approved the Final Plat on June 1, 2021.
- Planning and Zoning Board unanimously recommended APPROVAL on June 21, 2021.
- Planning Staff recommends APPROVAL.



Mayor Jackson asked for any discussion or any questions. Hearing none what is the Board's pleasure.

**Motion made by Councilman and seconded by Councilman to approve the Ange Plaza, Lots 14 and 15 Final Plat. Mayor Pro Tem Hines, Councilman Moore, Councilman Moyer, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.**

**OTHER AGENDA ITEMS:**

1. Discussion of noise permits. (Mayor Pro Tem Hines).

Mayor Pro Tem Hines said he would propose 10 permits for the period of May-October for businesses. Police Chief Willhite said when drafted there were 4 per year with 2 per month. Mayor Pro Tem Hines asked about when Town has events, they are exempt. Any amplified sound would fall under the ordinance. Should we look at some kind of metering device and permit would give different levels. Town Manager Parker noted Staff can make recommendations for October meeting.

2. Update of speed bumps on Railroad Street. (Councilwoman Roberson).

Town Manager Parker noted that Staff is continuing to work on this item. Councilwoman Roberson asked about location, would they be near Tyson and Boyd. Police Chief Willhite said we have studied the area, space, and needs. Town Manager Parker noted that a flashing stop light to draw attention and the speed bump. Police Chief Willhite said the goal is to slow down speed to slow down vehicles. Town Manager Parker said Staff will proceed as Council desires. Councilman Moyer noted that the Jones Street bumps are not effective. Councilwoman Roberson said we need to notify the residents in the area.

3. Update on renaming Railroad Street to Martin Luther King Street. (Councilwoman Roberson).

Planning Director Jones contacted the County concerning the procedures to follow and Town could rename only one side. Town Manager Parker asked about looking at other areas, possibly Boyd Street. Councilwoman Roberson said Boyd is a family name. Councilwoman Roberson asked that we set a Public Hearing on the original proposal.

**Motion made by Councilwoman Roberson and seconded by Councilman Moore to set a Public Hearing for October 11, 2021 to rename Railroad Street (to the west of the railroad track, from Tyson Street to Worthington Street) to Martin Luther King, Jr. Street. Mayor Pro Tem Hines, Councilman Moore, Councilman Moye, Councilwoman Roberson, and Councilman Smith voted in favor. Motion carried unanimously, 5-0.**

4. Update on safety concerns at Mill Street and Boys Street. (Councilwoman Roberson).

Police Chief Willhite said he looked at crash numbers and other areas. More traffic from street work and it could be several factors. Suggested we get all streets back open and get an accurate picture. Mayor Pro Tem Hines asked if it would help with a turn lane on Mill Street. Police Chief Willhite said it could be worse with a turn lane. Councilwoman Roberson said the lady on the corner brought it to me and is concerned. Councilman Moore said Mayor Jackson is talking to the NCDOT Board and discussing the Mill Street and 11 South intersection. Town Manager Parker said we will bring back after construction is complete.

5. Update on revisions to junk car ordinance. (Mayor Jackson).

Town Manager Parker said Staff will work and bring back at October meeting.

6. Update on cemetery expansion. (Town Manager Parker).

Town Manager Parker passed out a map and noted that The Wooten Company is working on the survey, at this time there are approximately 818 new plots, and we need to adjust prices on the new area. Staff will bring back at October meeting with additional information.



7. Update on parking. (Town Manager Parker).

Town Manager Parker said Staff is working and will bring back after construction is complete. Councilman Moore asked to include parking behind the fire house.

8. Request for speed bumps on Carmon Street at Hillcrest Park. (Town Manager Parker).

Town Manager Parker said Staff will look into the item and Council agreed.

**FUTURE AGENDA ITEMS:**

None

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

1. House Committee on Redistricting Public Hearing, Thursday, September 16, 2021 at 3:00 pm - Pitt Community College, Craig F. Goess Student Center, 169 Bulldog Run.
2. Outdoor Concert: "The Main Event Band" Friday, September 17, 2021 at 7:00 pm – Recreation Park Amphitheater.
3. Planning & Zoning Board Meeting: Monday, September 20, 2021 at 7:00 pm.
4. Board of Adjustment Meeting: Tuesday, September 21, 2021 at 7:00 pm.
5. Recreation Advisory Board: Tuesday, September 28, 2021 @ 6:30 pm – Operation Center.

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

**Town Manager Parker:** Asked to be excused due to long trip she must take tonight.

**Attorney Lassiter:** Watermelon Festival was good to have again, shirts sold out quickly, thanks for Town's support.

**Councilman Moore:** Where do residents put trash cans when street is closed. Construction on Chapman Street. Pitt Community College President Rouse coming to Reedy Branch to speak.

**Mayor Pro Tem Roberson:** Redistricting meeting important and The Mission is giving away items for those in need.

**Councilman Smith:** None

**Councilman Moyer:** When will street work be done. Assistant Town Manager Williams contractor is working to complete in a month. Can Police do anything to help Mill Street speed.

**Councilman Hines:** None

**Mayor Jackson:** What is the procedure for a dead animal. Police Chief Willhite noted Public Works has a location. Assistant Town Manager Williams said Public Works will handle. Also, what about signs stuck in yards. Planning Director Jones said we try to pick-up monthly.

**ADJOURN:**

**Motion made by Mayor Pro Tem Hines and seconded by Council Moore to adjourn the meeting. Motion carried unanimously, 5-0. Meeting adjourned at 9:53 pm.**

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

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

ATTEST:

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

DRAFT



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Consent Agenda

**Meeting Date:** October 11, 2021

**Presenter:** Bryan Jones, Planning Director

**Item to be Considered**

**Subject:** Holly Grove, Section 2 (Parcels 07841 and 85535).

**Action Requested:** Schedule the Public Hearing for November 8, 2021.

**Attachment:** Annexation Petition, Annexation Map, Legal Description, Resolution to Certify Sufficiency, and Certificate of Sufficiency.

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

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/5/2021

Final: tjp - 10/5/2021

**Supporting Documentation**

The property owner (Carolina Eastern Homes, LLC) of Parcels 07841 and 85535 (Holly Grove, Section 2) is applying for annexation into the Town limits.

**Holly Grove, Section 2:**

**Location:** Church Street Ext. south of its intersection with Laurie Ellis Road.

**Size:** 33 Lots, 13.61 Acres.

**Zoned:** 12.5 CD

Annexation Process:

- ❖ 1<sup>st</sup> Council Meeting: Direct Town Clerk to Investigate the Sufficiency of the Annexation (9/13/2021).
- ❖ 2<sup>nd</sup> Council Meeting: Schedule a Public Hearing for the Annexation (10/11/2021).
- ❖ 3<sup>rd</sup> Council Meeting: Hold Public Hearing on the Annexation (11/8/2021).

**Budgetary Impact:** TBD.

**Recommendation:** Schedule the Public Hearing for November 8, 2021.

PETITION REQUESTING ANNEXATION

Date: 26 AUGUST 2021

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

Carolina Eastern Homes LLC  
Name RIDALE BRIM - Member MANAGER Address 710 ARENDELL ST, SUITE 201  
Signature [Signature] MOREHEAD CITY NC 28557

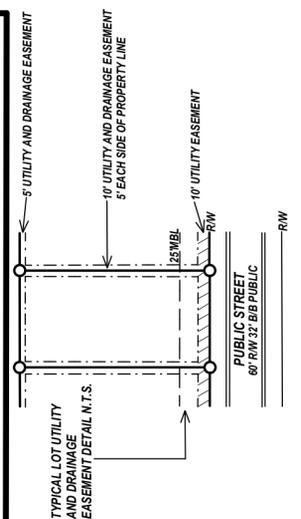
Name \_\_\_\_\_ Address \_\_\_\_\_

Signature \_\_\_\_\_

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

Signature \_\_\_\_\_

**LEGEND:**  
 NIS = NEW #5 REBAR  
 NPS = NO POINT SET  
 EIP = EXISTING IRON PIPE  
 PP = POWER POLE  
 EIS = EXISTING IRON STAKE  
 B/B = BACK OF CURB TO BACK OF CURB  
 R/W = RIGHT OF WAY  
 NPK = NEW PK NAIL  
 CLR INT = CENTERLINE ROAD INTERSECTION  
 MBL = MINIMUM BUILDING LINE  
 ERRS = EXISTING RAILROAD SPIKE  
 -X- = FENCE  
 -E- = OVERHEAD ELECTRIC  
 --- = NOT TO SCALE



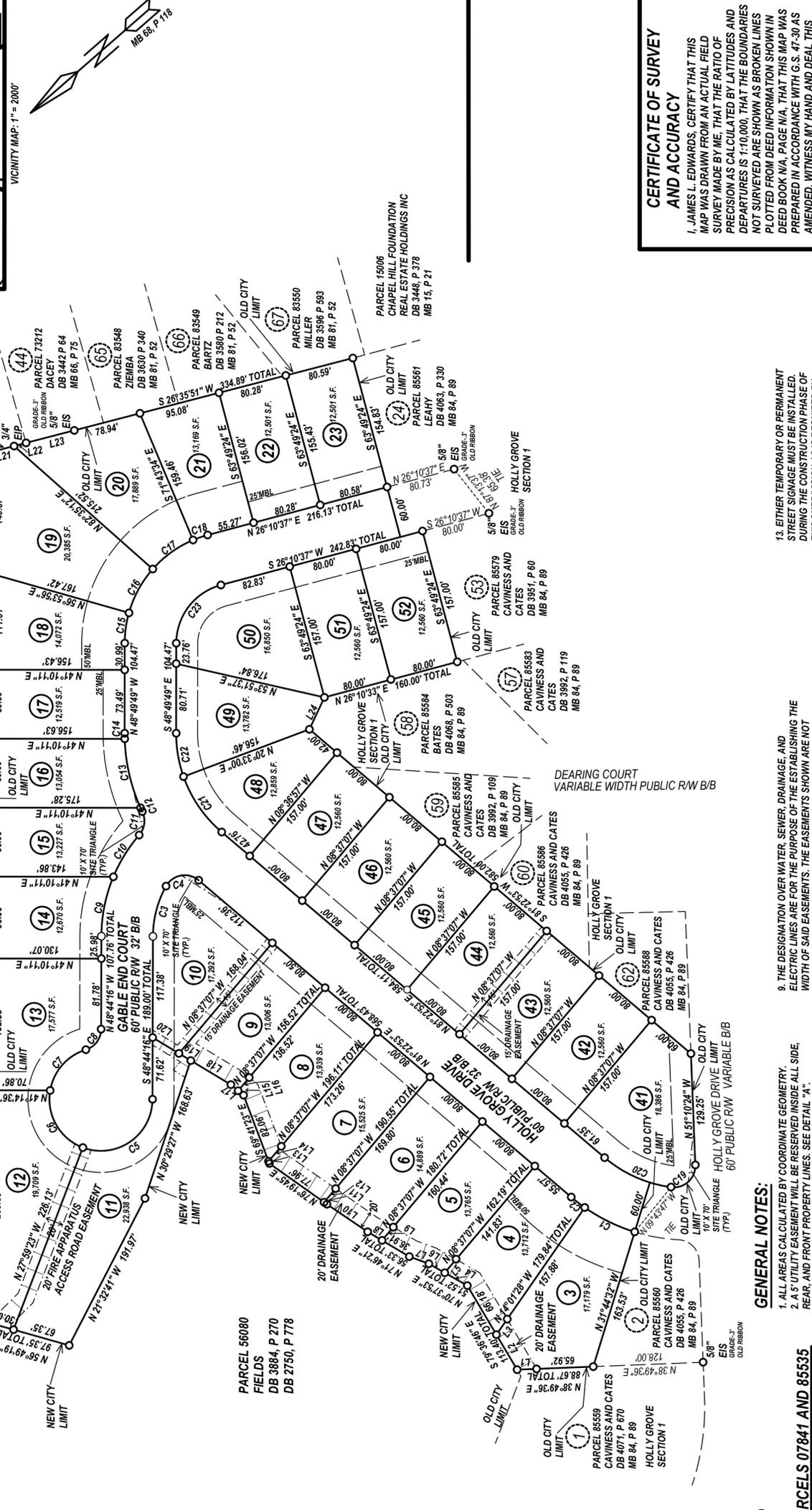
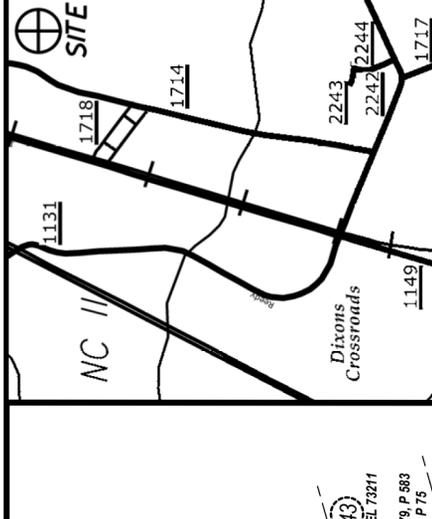
**CURVE TABLE**

C1	CH-S 67-07-00 W	64.68'	R=270.00'
C2	CH-N 78-40-42 E	19.81'	R=270.00'
C3	CH-S 34-13-26 E	60.15'	R=270.00'
C4	CH-S 30-50-09 W	38.61'	R=25.00'
C5	CH-S 05-28-01 W	98.54'	R=60.00'
C6	CH-N 78-44-43 W	76.46'	R=60.00'
C7	CH-N 07-30-09 W	62.99'	R=60.00'
C8	CH-N 12-17-25 W	29.70'	R=25.00'
C9	CH-N 37-28-03 W	70.00'	R=180.00'
C10	CH-N 17-04-38 W	56.93'	R=180.00'
C11	CH-N 41-14-13 W	27.94'	R=25.00'
C12	CH-N 73-49-24 W	63.71'	R=270.00'
C13	CH-N 61-53-01 W	82.12'	R=270.00'
C14	CH-N 49-43-08 W	63.32'	R=270.00'
C15	CH-N 40-57-36 W	35.38'	R=190.00'
C16	CH-N 20-15-27 W	57.80'	R=190.00'
C17	CH-N 05-25-49 E	17.92'	R=190.00'
C18	CH-N 22-13-32 E	17.92'	R=190.00'
C19	CH-N 01-16-36 W	38.24'	R=25.00'
C20	CH-N 65-00-16 E	84.61'	R=190.00'
C21	CH-S 83-30-39 E	78.19'	R=190.00'
C22	CH-S 58-36-57 E	50.99'	R=190.00'
C23	CH-S 11-19-36 E	85.23'	R=70.00'
L1	N 38-49-36 E	22.75'	
L2	S 79-36-46 E	47.22'	
L3	N 14-01-28 W	21.96'	
L4	N 70-37-53 E	30.25'	
L5	N 08-37-07 W	20.36'	
L6	N 70-37-53 E	21.27'	
L7	N 61-04-55 E	24.22'	
L8	N 71-46-21 E	19.42'	
L9	N 08-37-07 W	20.36'	
L10	N 75-07-59 E	57.13'	
L11	N 76-10-45 E	4.07'	
L12	N 08-37-07 W	20.75'	
L13	S 69-47-23 E	2.86'	
L14	N 08-37-07 W	22.85'	
L15	N 08-37-07 W	20.00'	
L16	N 08-37-07 W	20.00'	
L17	N 08-37-07 W	20.00'	
L18	N 08-37-07 W	20.00'	
L19	N 08-37-07 W	20.00'	
L20	N 08-37-07 W	20.00'	
L21	N 08-37-07 W	20.00'	
L22	N 08-37-07 W	20.00'	
L23	N 08-37-07 W	20.00'	
L24	N 08-37-07 W	20.00'	

**SITE DATA:**  
 TOTAL AREA IN TRACT = 13.61 ACRES  
 TOTAL AREA EXCLUDING R/W = 11.21 ACRES  
 (R/W = 2.40 ACRES)  
 NUMBER OF LOTS CREATED = 33  
 AREA IN COMMON = 0  
 AREA IN PARKS, RECREATION AREAS, AND THE LIKE = 0  
 LINEAR FEET IN STREETS = 2,290 L.F.  
 ZONING CLASSIFICATION = R-12.5  
 AVERAGE LOT SIZE = 14,547 S.F.  
 PARCEL 04819  
 LE & LAW PROPERTIES LLC  
 DB 4079, P 773  
 MB 45, P 44

**EASEMENT NOTES:**  
 1. WATER MAINS AND SERVICES HAVE 10' UTILITY EASEMENTS CENTERED ON LINES AS INSTALLED INCLUDING THOSE EXTENDING INTO SECTION 2.  
 2. SANITARY SEWER MAINS AND SERVICES HAVE 20' UTILITY EASEMENTS CENTERED ON LINES AS INSTALLED INCLUDING THOSE EXTENDING INTO SECTION 2.  
 3. SANITARY SEWER MAINS LESS THAN 6' DEEP HAVE A 20' UTILITY EASEMENT CENTERED ON SEWER LINES AS INSTALLED.  
 4. SANITARY SEWER MAINS 6'-15' HAVE A 30' UTILITY EASEMENT CENTERED ON SEWER LINES AS INSTALLED.  
 5. SANITARY SEWER MAINS GREATER THAN 15' DEEP HAVE A 40' EASEMENT CENTERED ON SEWER LINE AS INSTALLED.

**STORM DRAINAGE WIDTHS:**  
 15" RCP = 10' EASEMENT  
 18" RCP = 15' EASEMENT  
 24" RCP = 15' EASEMENT  
 30" RCP = 20' EASEMENT  
 36" RCP = 20' EASEMENT  
 42" RCP = 25' EASEMENT  
 48" RCP = 25' EASEMENT  
 ALL OTHERS ARE 10' WIDE  
 DITCHES = AS NOTED.



**ANNEXATION MAP FOR TAX PARCELS 07841 AND 85535**  
**HOLLY GROVE SUBDIVISION**  
 SECTION 2  
 REFERENCE: DEED BOOK 3636, PAGES 631-636 OF THE PITT COUNTY REGISTER OF DEEDS.  
 WINTERVILLE TOWNSHIP, PITT COUNTY, NC  
 OWNER: CAROLINA EASTERN HOMES, LLC  
 ADDRESS: P.O. BOX 235  
 MOREHEAD CITY, NC, 28557  
 PHONE: (252) 725-5375  
 DATE: 8/24/21  
 SCALE: 1 INCH EQUALS 100 FEET.  
 (252) 714-7374  
 362 SECOND STREET,  
 AYDEN, NC, 28513

**GENERAL NOTES:**  
 1. ALL AREAS CALCULATED BY COORDINATE GEOMETRY.  
 2. A 5' UTILITY EASEMENT WILL BE RESERVED INSIDE ALL SIDE, REAR, AND FRONT PROPERTY LINES. SEE DETAIL 11.  
 3. NEW 3/8" IRON STAKES TO BE SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED.  
 4. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARDOUS AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. REFERENCE: FIRM 3720467400J, DATED JAN. 2, 2004.  
 5. MAINTENANCE OF COMMON AREA AND STORMWATER POND.  
 6. NO IRON STAKES ARE SET IN CENTERLINE OF DITCHES UNLESS OTHERWISE NOTED.  
 7. MAXIMUM BUILT UPON AREA ON EACH LOT IS NOT EXCEED 4.84 S.F.  
 8. NO COMBUSTIBLES SHALL BE BROUGHT ON SITE OF THE HOMES BEING CONSTRUCTED UNTIL THE WATERHYDRANTS ARE AVAILABLE FOR FIRE PROTECTION IN THE EVENT OF AN EMERGENCY, AS DRAWN IN THE PRELIMINARY PLAT.  
 9. THE DESIGNATION OVER WATER, SEWER, DRAINAGE, AND ELECTRIC LINES ARE FOR THE PURPOSE OF THE 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.  
 10. 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 ENCRUSH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL FROM THE TOWN OF WINTERVILLE.  
 11. ALL UTILITY AND DRAINAGE EASEMENTS ARE CENTERED ON LINES AS INSTALLED UNLESS OTHERWISE NOTED.  
 12. BMP MAINTENANCE AGREEMENT MUST BE RECORDED BEFORE APPROVAL OF FINAL PLAT.

**GENERAL NOTES:**  
 9. THE DESIGNATION OVER WATER, SEWER, DRAINAGE, AND ELECTRIC LINES ARE FOR THE PURPOSE OF THE 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.  
 10. 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 ENCRUSH WITHIN ANY DEDICATED EASEMENT WITHOUT PRIOR WRITTEN APPROVAL FROM THE TOWN OF WINTERVILLE.  
 11. ALL UTILITY AND DRAINAGE EASEMENTS ARE CENTERED ON LINES AS INSTALLED UNLESS OTHERWISE NOTED.  
 12. BMP MAINTENANCE AGREEMENT MUST BE RECORDED BEFORE APPROVAL OF FINAL PLAT.

**GENERAL NOTES:**  
 13. 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.  
 14. DRAINAGE SWALES TO BE MAINTAINED BY HOMEOWNER'S ASSOCIATION.  
 15. LOTS 22 AND 23 ARE THE SMALLEST LOTS (12,301 S.F.)

**CERTIFICATE OF SURVEY AND ACCURACY**  
 I, JAMES L. EDWARDS, CERTIFY THAT THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY MADE BY ME, 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 SHOWN IN DEED BOOK NO. PAGE NO. THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED, WITNESS MY HAND AND SEAL THIS 24th DAY OF AUGUST, 2021. I CERTIFY THAT THIS SURVEY IS AN EXCEPTION TO THE DEFINITION OF SUBDIVISION.

**JAMES L. EDWARDS**  
 JAMES L. EDWARDS, P.L.S. L-4867

**MAP SHOWING AREA ANNEXED BY TOWN OF WINTERVILLE, NC**  
 ORDINANCE NO. \_\_\_\_\_ AREA: 13.61 ACRES  
 ACCEPTED FOR THE TOWN OF WINTERVILLE

\_\_\_\_\_  
 MAYOR DATE

## Legal Description

### Holly Grove, Section 2

Lying and being situated in Winterville Township, Pitt County, North Carolina and being more particularly described as follows:

Beginning at an existing iron stake, being the Northwestern Property Corner for Lot 2, and being located in the Eastern Property Line of Lot 1, said point being located N 38-49-36 E 128.00 feet from the Property Corner of Lots 1 and 2 in the Northern Right of Way of Holly Grove Drive, thence N 38-49-36 E 88.67 feet to a No Point Set in the centerline of a ditch, thence with the centerline of said ditch S 79-36-46 E 113.40 feet to another No Point Set in the centerline bend of a ditch, thence N 70-37-53 E 51.52 feet with the centerline of a ditch to another No Point Set in the centerline bend of a ditch, thence N 61-04-55 E 24.22 feet with the centerline of said ditch to a No Point Set in the bend of the ditch, thence N 71-46-21 E 56.33 feet with the centerline of said ditch to a bend in the ditch, thence N 75-07-59 E 57.13 feet with the centerline of said ditch to a No Point Set in the bend of the ditch, thence N 76-19-45 E 4.07 feet with the centerline of said ditch to a No Point Set in the bend of the ditch thence N 76-19-45 E 77.96 feet with the centerline of said ditch to a No Point Set in the bend of a ditch, thence S 69-41-23 E 2.68 feet with the centerline of said ditch to a No Point Set in the bend of the ditch, thence S 69-41-23 E 82.06 feet with the centerline of said ditch to a No Point Set in a bend in the ditch, thence N 80-39-05 E 8.18 feet with the centerline of said ditch to a No Point Set in a bend in the ditch, thence N 80-39-05 E 11.01 feet with the centerline of said ditch to a No Point Set in a bend in the ditch, thence N 72-04-58 E 54.47 feet with the centerline of said ditch to a No Point Set in a bend in the ditch, thence N 30-29-27 W 168.63 feet to a New Iron Set, thence N 21-32-41 W 191.97 feet to a New Iron Set, thence N 56-49-19 E 97.35 feet to a New Iron Set, thence S 48-45-24 E 1009.94 feet to an Existing Iron Pipe, thence S 26-29-33 W 27.91 feet to an Existing Iron Pipe, thence S 26-29-33 W 14.50 feet to a New Iron Stake, thence S 26-37-11 W 57.92 feet to an Existing Iron Stake, thence S 26-35-51 W 334.89 feet to a New Iron Set, thence N 63-49-24 W 214.83 feet to a No Point Set, thence S 26-10-37 W 26.70 feet to a New Iron Set, thence N 63-49-24 W 157.00 to a New Iron Stake, thence N 26-10-33 E 160.00 feet to a New Iron Set, thence N 23-37-11 W 40.90 to a New Iron Set, thence S 81-22-53 W 582.00 feet to a New Iron Set, thence N 51-10-24 W 129.25 to a New Iron Set, thence clockwise around a Curve with a 25.00 foot Radius with a Chord of N 01-16-36 W 38.24 feet, thence clockwise around a curve with a 150.00 foot Radius with a Chord of N 53-26-21 E 25.20 feet to a No Point Set, thence N 31-44-32 W 60.00 to the Point of Beginning.

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

**HOLLY GROVE, SECTION 2  
PARCELS 07841 AND 85535**

**WHEREAS**, a petition requesting annexation of an area described in said petition was received August 26, 2021 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 13<sup>th</sup> day of September 2021.



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

ATTEST:

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

**CERTIFICATE OF SUFFICIENCY**

**HOLLY GROVE, SECTION 2  
PARCELS 07841 AND 85535**

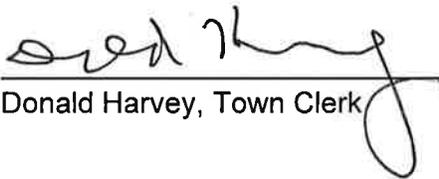
To the Town Council of the Town of Winterville, North Carolina:

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 14<sup>th</sup> day of September 2021.

ATTEST:



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



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Consent Agenda

**Meeting Date:** October 11, 2021

**Presenter:** Bryan Jones, Planning Director

**Item to be Considered**

**Subject:** Zoning Text Amendment – Dimensional Requirements for R-10.

**Action Requested:** Schedule the Public Hearing for November 8, 2021.

**Attachment:** Application, Text Amendment Summary.

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

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/4/2021

TM: 10/5/2021

Final: tjp - 10/5/2021

**Supporting Documentation**

**APPLICANT:** David A. Evans Jr.

**TEXT AMENDMENT REQUESTED:**

Zoning Ordinance Section Number and Name: Section 7.1 Dimensional Requirements.

Text Amendment Requested: In the R-10 district; change the minimum lot width from 80 feet to 70 feet; and change the side yard setback from 10 feet to 8 feet. The other dimensional standards would remain the same (see application for proposed dimensional requirements table).

Reason For Text Amendment: The proposed amendment will allow more flexibility in the design of subdivisions in the R-10 district without compromise of lot area, and maximum density. The current ordinance is more conducive to ranch style homes which were in vogue at the time of adoption of the ordinance, but are not popular in today's market.

\*\*For consistency, staff would also ask the Town Council to consider reducing the side yard setback in R-8 and R-6 from 10 feet to 8 feet.

\*\*\*Planning and Zoning Unanimously recommended approval at the September 20<sup>th</sup> meeting.

**Budgetary Impact:** TBD.

**Recommendation:** Schedule the Public Hearing for November 8, 2021.



**ZONING ORDINANCE  
TEXT AMENDMENT APPLICATION  
TOWN OF WINTERVILLE**

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

<b>Staff Use Only</b> Appl. # _____
--

**APPLICANT INFORMATION:**

Applicant: David A. Evans, Jr.

Address: P. O. Box 2548

Greenville, NC 27834

Phone #: 252-752-2106

**TEXT AMENDMENT INFORMATION:**

Zoning Ordinance Section Number and Name: **Section 7.1 Dimensional Requirements**

Text Amendment Requested: In the R-10 district; change the minimum lot width from 80 feet to 70 feet; and change the side yard setback from 10 feet to 8 feet . The other dimensional standards would remain the same. The proposed amendment to the row in the table is shown below.

	Districts	MINIMUM LOT SIZE		MINIMUM YARD REQUIREMENTS			Maximum height (in feet)
		Lot Area Square Feet	Lot Width (in feet)	Front yard setback (in feet)	Side yard setback (in feet)	Rear yard (in feet)	
R-10	Single-family	10,000	70	25	8	20	35

Reason For Text Amendment: The proposed amendment will allow more flexibility in the design of subdivisions in the R-10 district without compromise of lot area, and maximum density. The current ordinance is more conducive to ranch style homes which were in vogue at the time of adoption of the ordinance, but are not popular in todays market.

Applicant Signature: \_\_\_\_\_ *David A. Evans* \_\_\_\_\_

Date: Sep 2, 2021




---

**Zoning Ordinance Amendments – Summary**

~~Text Removed~~ (red letter/strike through)

**Text Added/Amended** (bold/highlighted)

---

**Section 7.1      Dimensional Requirements**

Each use shall as a minimum conform to the dimensional requirements of the district in which it is located. In some cases, a specific use may be required to meet the Special Requirements as set forth in Section 6.5.

	Districts	MINIMUM LOT SIZE (See Notes)		MINIMUM YARD REQUIREMENTS (See Notes)			Maximum height (in feet)
		Lot Area Square Feet	Lot Width (in feet) (1)	Front yard setback (in feet)	Side yard (in feet)	Rear yard (in feet)	
<b>A-R</b>	Single-family	20,000	90	25	15	20	35
	Two-family (4)	25,000	90	25	20	20	35
	Multi-family (2)	(3)	90	25	20	25	35
	Other Principal Structures	40,000	150	35	20	20	35
<b>R-20</b>	Single-family	20,000	90	25	15	20	35
	Other Principal Structures	25,000	90	25	20	20	35
<b>R-15</b>	Single-family	15,000	80	25	12.5	20	35
	Other Principal Structures	17,000	90	25	20	20	35
<b>R-12.5</b>	Single-family	12,500	80	25	12.5	20	35

	Other Principal Structures	14,500	80	25	17.5	20	35
<b>R-10</b>	Single-family	10,000	<del>80</del> 70	25	<del>10</del> 8	20	35
	Other Principal Structures	12,000	90	25	15	20	35
<b>R-8</b>	Single-family	8,000	70	25	<del>10</del> 8	20	35
	Two-family (4)	10,000	80	25	15	20	35
	Other Principal Structures	10,000	80	25	15	20	35
<b>R-6</b>	Single-family	6,000	50	20	<del>10</del> 8	20	35
	Two-family (4)	8,000	70	20	10	20	35
	Other Principal Structures	8,000	70	20	10	20	35



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

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

**Item to be Considered**

**Subject:** 2018 Sewer Rehabilitation Project – NAPM Change Order No. 1.

**Action Requested:** Approval of Change Order.

**Attachment:** Contractor Change Order No. 1.

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

**Date:** 10/5/2021

**ABSTRACT ROUTING:**

TC: 10/5/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

The subject Change Order No. 1 is for adjustment of quantities of items installed by the contractor during the project. There is also an adjustment/extension of the contract time by 30 days due to construction postponements requested by the Town. The consulting engineer has reviewed and recommended approval of the requested change order.

**Budgetary Impact:** The subject change order reduces the contract amount by \$17,640.

**Recommendation:** Staff recommends approval of Change Order No. 1.

Change Order No. 1

Date of Issuance: August 31, 2021  
 Owner: Town of Winterville  
 Contractor: North American Pipeline Management, Inc  
 Engineer: Rivers and Associates  
 Project: Town of Winterville Sanitary Sewer Rehabilitation

Effective Date: July 24, 2021  
 Owner's Contract No.:  
 Contractor's Project No.:  
 Engineer's Project No.: 2018123  
 Contract Name: Town of Winterville Sanitary Sewer Rehabilitation

The Contract is modified as follows upon execution of this Change Order:  
 Description: Adjustment to item quantities

Attachments: \_\_\_\_\_ Attachments: Attachment #1 - Summary of items  
Attachment #2 – Winterville Contract Extension Request

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ <u>3,076,961.00</u>	Original Contract Times: Substantial Completion: <u>180</u> Ready for Final Payment: <u>180</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>3,076,961.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>180</u> Ready for Final Payment: <u>180</u> days or dates
{Increase} [Decrease] of this Change Order: \$ <u>17,640.00</u>	[Increase] [ <del>Decrease</del> ] of this Change Order: Substantial Completion: <u>30</u> Ready for Final Payment: <u>30</u> days
Contract Price incorporating this Change Order: \$ <u>3,059,321.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>210</u> Ready for Final Payment: <u>210</u> days or dates

RECOMMENDED:  
 By: Seth Andersen  
 Engineer (if required)  
 Title: Project Engineer  
 Date: 8/31/21

ACCEPTED:  
 By: \_\_\_\_\_  
 Owner (Authorized Signature)  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

ACCEPTED:  
 By: [Signature]  
 Contractor (Authorized Signature)  
 Title: Project Manager  
 Date: 9/21/21

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_

## Attachment #1 - Summary of Items

Bid Item No.	Item Description	Bid Item Quantity	Unit Price	Lump Sum	Bid Item Value (\$)	CO #1	CO #1	Final Item Quantity	Final Item Value
1	Mobilization and Bonding #3%	1	\$88,000.00		\$88,000.00		\$0.00	1	\$88,000.00
2	8" Pipe Liner	7,855	\$33.00		\$259,215.00		\$0.00	7,855	\$259,215.00
3	10" Pipe Liner	3,670	\$40.00		\$146,800.00		\$0.00	3,670	\$146,800.00
4	12" Pipe Liner	1,748	\$52.00		\$90,896.00		\$0.00	1,748	\$90,896.00
5	8" PVC 5 LF Point Repair (0-6)	1	\$4,700.00		\$4,700.00		\$0.00	1	\$4,700.00
6	8" PVC 5 LF Point Repair (6-8)	1	\$5,000.00		\$5,000.00		\$0.00	1	\$5,000.00
7	8" PVC 5 LF Point Repair (8-10)	1	\$6,000.00		\$6,000.00	1	\$6,000.00	2	\$12,000.00
8	8" PVC 10 LF Point Repair (10-12)	3	\$7,000.00		\$21,000.00	-1	-\$7,000.00	2	\$14,000.00
9	10" PVC 5 LF Point Repair (10-12)	3	\$7,000.00		\$21,000.00	-2	-\$14,000.00	1	\$7,000.00
10	10" PVC 10 LF Point Repair (6-8)	1	\$6,000.00		\$6,000.00		\$0.00	1	\$6,000.00
11	10" PVC 20 LF Point Repair (10-12)	2	\$7,500.00		\$15,000.00		\$0.00	2	\$15,000.00
12	12" PVC 5 LF Point Repair (12-16)	2	\$10,000.00		\$20,000.00	-1	-\$10,000.00	1	\$10,000.00
13	8-inch DIP Gravity Sewer Pipe (0-6)	650	\$180.00		\$117,000.00	17	\$3,060.00	667	\$120,060.00
14	8" PVC Gravity Sewer Pipe (0-6)	365	\$170.00		\$62,050.00		\$0.00	365	\$62,050.00
15	8" PVC Gravity Sewer Pipe (6-8)	550	\$180.00		\$99,000.00		\$0.00	550	\$99,000.00
16	10" PVC Gravity Sewer Pipe (10-12)	1,010	\$220.00		\$222,200.00		\$0.00	1,010	\$222,200.00
17	Replace Manhole (0-6)	5	\$4,500.00		\$22,500.00		\$0.00	5	\$22,500.00
18	Replace Manhole (6-8)	2	\$5,000.00		\$10,000.00		\$0.00	2	\$10,000.00
19	Replace Manhole (8-10)	3	\$5,500.00		\$16,500.00		\$0.00	3	\$16,500.00
20	Replace Manhole (10-12)	5	\$6,300.00		\$31,500.00		\$0.00	5	\$31,500.00
21	Replace Manhole (12-14)	6	\$7,400.00		\$44,400.00	-1	-\$7,400.00	5	\$37,000.00
22	Replace Manhole (14-16)	1	\$8,700.00		\$8,700.00		\$0.00	1	\$8,700.00
23	Replace Manhole w/ Corrosion Resistant Lining (8-10)	1	\$11,000.00		\$11,000.00		\$0.00	1	\$11,000.00
24	Replace Drop Manhole (10-16)	2	\$14,000.00		\$28,000.00	1	\$14,000.00	3	\$42,000.00
25	Replace Drop Manhole (Double) (10-16)	1	\$16,500.00		\$16,500.00		\$0.00	1	\$16,500.00
26	New Manhole (0-6)	2	\$4,500.00		\$9,000.00		\$0.00	2	\$9,000.00
27	New Manhole (6-8)	2	\$5,000.00		\$10,000.00		\$0.00	2	\$10,000.00
28	Conceitious Manhole Liner	28	\$400.00		\$11,200.00		\$0.00	28	\$11,200.00
29	3/4" Water Service Tubing	100	\$65.00		\$6,500.00		\$0.00	100	\$6,500.00
30	Water Service Replacement	5	\$1,903.00		\$9,515.00		\$0.00	5	\$9,515.00
31	Water Service Connection	5	\$988.00		\$4,940.00		\$0.00	5	\$4,940.00
32	6" Water Main Replacement (DIP)	80	\$150.00		\$12,000.00		\$0.00	80	\$12,000.00
33	6" Water Main Replacement (C900)	40	\$130.00		\$5,200.00		\$0.00	40	\$5,200.00
34	8" Water Main Replacement (DIP)	20	\$220.00		\$4,400.00		\$0.00	20	\$4,400.00
35	Rehab Moderate Manhole Leak	17	\$600.00		\$10,200.00		\$0.00	17	\$10,200.00
36	Rebuild Manhole Bench	6	\$500.00		\$3,000.00		\$0.00	6	\$3,000.00
37	4" Sewer Service Cleanout	228	\$350.00		\$79,800.00	-20	-\$7,000.00	208	\$72,800.00
38	6" Sewer Service Cleanout	10	\$450.00		\$4,500.00		\$0.00	10	\$4,500.00
39	4" DIP Sewer Service Line and Fittings	100	\$120.00		\$12,000.00		\$0.00	100	\$12,000.00
40	6" DIP Sewer Service Line and Fittings	50	\$122.00		\$6,100.00		\$0.00	50	\$6,100.00
41	4" PVC Sewer Service Line and Fittings	6,750	\$34.00		\$229,500.00	-1,000	-\$34,000.00	5,750	\$195,500.00
42	6" PVC Sewer Service Line and Fittings	250	\$37.00		\$9,250.00		\$0.00	250	\$9,250.00
43	4" PVC Sewer Wye	25	\$700.00		\$17,500.00		\$0.00	25	\$17,500.00
44	4" DIP Sewer Wye	1	\$1,000.00		\$1,000.00		\$0.00	1	\$1,000.00
45	6" PVC Sewer Wye	5	\$720.00		\$3,600.00		\$0.00	5	\$3,600.00
46	4" Sewer Service Inserta-Tee	200	\$3,650.00		\$730,000.00		\$0.00	200	\$730,000.00
47	6" Sewer Service Inserta-Tee	10	\$3,800.00		\$38,000.00		\$0.00	10	\$38,000.00
48	4" Cleanout Box	228	\$250.00		\$57,000.00	-20	-\$5,000.00	208	\$52,000.00
49	6" Cleanout Box	10	\$250.00		\$2,500.00		\$0.00	10	\$2,500.00
50	Reconnect Existing Sewer Service	235	\$200.00		\$47,000.00	-20	-\$4,000.00	215	\$43,000.00
51	Directional Bore Sewer Service Installation	6	\$1,500.00		\$9,000.00		\$0.00	6	\$9,000.00
52	Temporary Sheeting	40	\$150.00		\$6,000.00		\$0.00	40	\$6,000.00
53	Abandon Utilities with Flowable Fill	225	\$20.00		\$4,500.00		\$0.00	225	\$4,500.00
54	Additional Ductile Iron Fittings	1,000	\$16.00		\$16,000.00		\$0.00	1,000	\$16,000.00
55	12" RCP	60	\$97.00		\$5,820.00		\$0.00	60	\$5,820.00
56	15" RCP	20	\$109.00		\$2,180.00		\$0.00	20	\$2,180.00
57	18" RCP	20	\$119.00		\$2,380.00		\$0.00	20	\$2,380.00
58	24" RCP	20	\$141.00		\$2,820.00		\$0.00	20	\$2,820.00
59	36" RCP	20	\$197.00		\$3,940.00		\$0.00	20	\$3,940.00
60	12" Interference Manhole	1	\$13,000.00		\$13,000.00		\$0.00	1	\$13,000.00
61	15" Interference Manhole	1	\$16,000.00		\$16,000.00		\$0.00	1	\$16,000.00
62	36" Interference Manhole	1	\$19,000.00		\$19,000.00		\$0.00	1	\$19,000.00
63	Street Repair (NCDOT)	2,200	\$40.00		\$88,000.00		\$0.00	2,200	\$88,000.00
64	Street Repair (Non-NCDOT Asphalt)	5,000	\$20.00		\$100,000.00		\$0.00	5,000	\$100,000.00
65	Concrete Driveway Replacement	20	\$80.00		\$1,600.00		\$0.00	20	\$1,600.00
66	Asphalt Driveway Replacement	20	\$70.00		\$1,400.00		\$0.00	20	\$1,400.00
67	Gravel Driveway Replacement	20	\$45.00		\$900.00		\$0.00	20	\$900.00
68	Concrete Curb & Gutter Replacement	840	\$35.00		\$29,400.00		\$0.00	840	\$29,400.00
69	Concrete Sidewalk Replacement	20	\$54.00		\$1,080.00	50	\$2,700.00	70	\$3,780.00
70	Curb Inlet Sediment Barrier	50	\$115.00		\$5,750.00		\$0.00	50	\$5,750.00
71	Rock Inlet Sediment Trap	5	\$150.00		\$750.00		\$0.00	5	\$750.00
72	Straw Wattle	10	\$100.00		\$1,000.00		\$0.00	10	\$1,000.00
73	Silt Fence	350	\$4.00		\$1,400.00		\$0.00	350	\$1,400.00
74	Silt Fence Outlet	25	\$115.00		\$2,875.00		\$0.00	25	\$2,875.00
75	Select Backfill	500	\$45.00		\$22,500.00	1,000	\$45,000.00	1,500	\$67,500.00
76	Stabilization Stone - Trench	100	\$80.00		\$8,000.00		\$0.00	100	\$8,000.00
77	Testing Allowance	1		\$10,000.00	\$10,000.00		\$0.00	1	\$10,000.00
78	Traffic Signal Electrical Allowance	1		\$5,000.00	\$5,000.00		\$0.00	1	\$5,000.00
<b>Totals</b>					<b>\$3,076,961.00</b>	<b>-\$17,640.00</b>		<b>\$3,059,321.00</b>	

August 10, 2021

Mr. Ben Williams, AICP  
Assistant Town Administrator, Town of Winterville  
2936 Church Street  
Winterville, NC 28590

SUBJECT: Town of Winterville – Sanitary Sewer Rehabilitation 2019  
Contract Time Adjustment  
Rivers File 2018123 J1.1

Dear Mr. Williams:

The Sanitary Sewer Rehabilitation 2019 project is currently significantly behind schedule. The Contractor, North American Pipeline Management (NAPM), has submitted a request for a contract time extension. This letter provides a summary of that request, and provides our recommendation for consideration by the Town of Winterville with regards to the claim.

The Town and NAPM entered into a contract for the project on December 21, 2020, based upon the following dates:

Date Notice to Proceed Issued	January 25, 2021
Date of Completion and Readiness For Final Payment (180 Days)	July 24, 2021

NAPM has submitted a time extension request for Owner delays and delays associated with obtaining materials. Some of these requests can be justified, and for legitimate claims we recommend contract time extensions. Some of the time requested, however, cannot be recommended for a contract time extension.

NAPM's time extension request letters and relevant emails are attached for the Town's reference. The date of the letters and the respective claim is identified prior to the section of this letter addressing the individual claim. The following paragraphs will provide a brief description of the Contractor's claim, factual information addressing the claim and our recommendation regarding the respective claim.

#### **June 4, 2021 and June 14, 2021**

NAPM's letters discuss the delay in obtaining construction materials and delays at the Owner's request. The second letter includes the supporting information for the June 4, 2021 letter.

#### **Summary of Claim**

NAPM details that PVC pipe delivery was significantly slower than normal, specifically for 10" PVC pipe. Based upon information provided in NAPM's correspondence, the typical lead time for this product is usually less than two (2) weeks from the order date. On April 8, 2021, NAPM received an update from National Pipe & Plastics, Inc. about possible supply chain issues due to the resin plants being offline from storm damage that happened in February, 2021. NAPM ordered the PVC pipe on April 13, 2021,

anticipating use of this pipe by April 27, 2021. The pipe was not able to be delivered by this date and was eventually received the last week of June, 2021. NAPM did try to obtain alternate pipe material in the event the supply issue would not allow for 10” PVC pipe to be delivered in a quicker timeframe.

NAPM also postponed the work on Main St. that required the 10” PVC pipe on two separate occasions at the request of the Owner. The first request was made to postpone the work until after a baseball tournament was completed that was hosted by the Town of Winterville. The second postponement was due to CSX railroad closing the crossing at Main St. and Railroad St. during the week of July 5<sup>th</sup>. The Town requested that the Main St. work be postponed until the crossing was opened back up to help prevent traffic flow issues in the downtown area.

The Contractor has requested 35 working days due the delay in the 10” PVC pipe delivery and an additional 7 calendar days for the postponements requested by the Town due to traffic concerns. This would move the proposed contract completion date to September 10, 2021.

Response to Claim

The original shop drawing for the PVC pipe was approved by Rivers and Associates on December 29, 2021. The Notice to Proceed was issued January 25, 2021, allowing ample time to order piping materials required for the project. NAPM was originally scheduled to start work requiring excavation and the use of PVC pipe on March 4, 2021, according to the original schedule that NAPM provided on January 21, 2021. This work did not end up being started until April 21, 2021.

As of the original contract completion date of July 24, 2021, NAPM has a significant portion of the project to still complete outside of the work affected by the 10” PVC pipe delay. If the majority of the work, excluding the work affected by the 10” PVC pipe delivery, had been completed by the original completion date, consideration for additional time may have been justified. However, even with postponements requested by the Town and possible material delivery issues, it is apparent the Contractor was significantly behind schedule and would not have been complete without the issues outlined in the claims.

We can recommend a contract time extension due to various construction postponements requested by the Town. NAPM was asked to leave Main St. open for portions of time where work could have been completed once the 10” PVC pipe had been received, had the pipe been ordered following Notice to Proceed. This material was approved by the Engineer prior to the Notice to Proceed date, and could have been purchased earlier than the date indicated by the Contractor. Potential delays should have been anticipated by the Contractor, based upon the state of COVID related impacts during that time period.

Rivers and Associates recommends 30 days be considered by the Town for legitimate delays that were beyond the control of NAPM. Proper scheduling by the Contractor may have prevented a portion of the delays due to the delay in pipe delivery. This extension would move the contract completion date to August 23, 2021. This time could be added to an upcoming change order if approved in the next week.

Letter to Ben Williams  
Town of Winterville – Sanitary Sewer Rehabilitation

Page 3

Please do not hesitate to contact our office should you have any questions regarding this issue.

Sincerely,



Seth Anderson, P.E.  
Project Engineer

Enclosures

cc: Blaine Humphrey, P.E., – Rivers & Associates  
Al Robinson, NAPM  
Terri Parker, Town Manager – Town of Winterville  
River's File (with enclosures)

6/4/21

Seth Anderson, P.E.  
Project Engineer  
Rivers & Associates Inc  
Greenville NC 27858

Town of Winterville  
Sanitary Sewer Rehabilitation 2019  
CWSRF Project NO. CS3708079-02

Seth,

Per our conversation on 6/2/21, we have made your firm aware of the on-going material challenges that our industry has been facing regarding the resin shortage issue. We have as recently as 6/3/21, received an update on the 10" SDR-26 pipe that is needed for the Main Street sewer replacement. Ferguson Waterworks has estimated the delivery will be in three weeks which puts delivery approximately 6/25/21.

NAPM has brought this to the City's attention at our last progress meeting on 5/25/21. At this time, it was determined that if the delay of materials caused starting the work on Main Street just before the 4<sup>th</sup> of July weekend that it would be in the best interest to hold off closing this area to the public until after the holiday. We have not had a conversation with the NCDOT, but our experience with them is typically they do not like setting up detours prior to major holidays that could affect traffic flow to the public.

Our original schedule called for this work to be completed in 35 working days. Based on a start date of 7/7/21, this work will be completed 9/3/21 just prior to Labor Day.

Please consider this notice that NAPM has and are experiencing delays beyond our control to complete the Work within the current Contract Time. Specifically, these delays are a result of the previous and current unavailability of 10" PVC pipe necessary for completion of the open cut portion of the work. This issue is an extended result of abnormal (freezing) weather conditions which caused significant damage to a large resin plant in Texas to be taken offline for an extended period of time. This, in conjunction with Covid epidemic's impacts on supply and demand, have produced a widespread shortage and unavailability of resin related products, such as PVC Pipe. Our supplier currently anticipates that we should receive shipment of the pipe within 21 days. While we have shifted our crews to other areas of work which are not impacted by the 10" pipe, such as PRs, services, etc., we will not be able to start the open cut portion of the Work until 7/7/21. As 35 working days will be necessary to install the (delayed) subject open

cut, we currently anticipate our new completion date to be 9/3/21. Per Specification Section C-700, Para 4.05 we request that the Contract Time be extended to the date previously described to provide adequate time for NAPM to complete the Work. We will keep you informed if there are any changes to this anticipated timeline.

While we are fine with a Final Change Order at the end of the Project to adjust the Contract Time, we would like to have a (current) written confirmation from the Engineer/ Owner that all parties are in an agreement with the Subject Contract Time Adjustment.

If you require any additional information related to this issue, please let us know.



Allen Robinson, Project Manager

6/14/21

Seth Anderson, P.E.  
Project Engineer  
Rivers & Associates Inc  
Greenville NC 27858

Town of Winterville  
Sanitary Sewer Rehabilitation 2019  
CWSRF Project NO. CS3708079-02  
Contract Extension Request - Documentation

Seth,

Attached are the email conversations between our office and the material supplier (Ferguson). Our ordering process is handled in this matter to facilitate document tracking and record keeping between offices.

Prior to the resin shortage, typical lead time for PVC pipe delivery has always been less than 2 weeks from the order date. Per the original schedule, we had planned to begin the 10" Open Cut Sewer on 4/27/21, so the release date for the 10" pipe was set for 4/13/21. We received the attached email from the supplier on 4/8/21 that there may be supply issues due to the resin plants being offline from storm damage that had occurred in the southern part of the United States. (See attached update from National Pipe & Plastics, Inc.)

With this news of the potential delays being a high possibility, we placed the order on 4/13/21 which coincides with our original planned order date. By this time, the dynamics of the problem had amplified, and our supplier could only give an estimate on production and delivery. Based on current conditions lead time was now 4 – 6 weeks. The suppliers could not commit to a firm date, as the manufacturers were not committing to any dates at this time.

On 4/19/21, we submitted an alternate pipe material (manufacturer), for approval, in hopes that their lead time might be shorter than that was originally proposed. While this alternate was approved, they were not able to supply product any quicker than the original manufacturer. Over the course of the last 2 months, the estimate for the delivery date (which is related to the pipe run date at the plant), stretched out to 6/27/21, which we have only just received confirmation today.

As you can see, the unavailability of materials was unforeseen by NAPM and its suppliers until just a few days prior to our originally intended release date. On a related issue, we have only just received a percentage of the max-adapters on 6/10/21 which are the replacement to the Fernco adapters that currently have no delivery date for the foreseeable future.

If the 10" PVC is delivered as planned, we will be able to proceed with the work on Main St after the 4<sup>th</sup> of July. Per previous conversations with Gene Pittman from NCDOT, he preferred that we start the work on Main St after the Holiday weekend.

Please let us know if you have any questions or require any additional information necessary to make the requested adjustments to the Contract Time. Also, please note that we are still waiting on confirmation of delivery dates for other essential materials which could cause additional delays. We will keep you updated on this status as we continue to receive updated information from our suppliers.

Sincerely,



Allen Robinson, Project Manager



Corporate Offices  
3421 Old Vestal Road, Vestal, NY 13850  
800.836.4350 607.729.9381 Fax: 607.729.6130  
www.nationalpipe.com

*American-made products since 1970*

June 8, 2021

To whom it may concern,

This letter is meant to address questions regarding the state of the PVC resin and PVC pipe industry and the reason for our decision to raise pricing on existing in-house orders.

The industry is experiencing upheaval driven by the following issues; February's Winter Storm Uri, which devastated the Petro-chemical industry located in the Gulf Coast of the US, the latest rain event dumping 6+” on the Gulf Coast, truck and driver shortages, and micro ingredient scarcity.

The storms caused extensive damage to our primary raw material suppliers (PVC resin), forcing 3 of the 4 PVC resin producers to declare Force Majeure, one has recently rescinded their declaration. However, a major backlog of unfulfilled resin orders remains. Two of those 3 suppliers provide 100% of our resin. The remaining supplier is not taking any new customers. These Force Majeure declarations have resulted in a reduction of our contracted supply of PVC resin by 25-30%. We have not been given any indication of when we will be back to 100%. This reduction in available raw materials has forced National Pipe to reduce our production a commensurate amount. To further complicate our industry's situation, the price of PVC resin has skyrocketed in the past 6 months, increasing the price of PVC pipe by nearly 45%. We have attempted to keep up with these increases by raising our prices for new orders as well as existing orders that cannot be shipped within the quoted terms. Our current stance is fair.

We have been working nonstop with our existing flatbed truck vendors, qualifying new carriers and working on new ideas to ensure a steady supply of trucks to haul our pipe. Despite our efforts, available trucks are in short supply and those willing to haul are asking for a much higher rate per mile.

In addition to the PVC resin issues, several micro ingredients necessary to produce pipe have become scarce and direct replacements are not available. While the overall volume per pound of these “micros” are small, they are necessary to process the resin into pipe. Our team has worked tirelessly to find, trial, and test these replacements. Many of these replacements are coming in at a much higher pricing per pound and the processing window is much different than our “normal” compound therefore reducing our production rates.

Our intent in taking these steps is to remain a viable supplier beyond this situation.

We appreciate your understanding during these difficult times.

Regards,

  
Matt G Siegel

Vice President

National Pipe & Plastics

**From:** Bryce Yarbrough  
**Sent:** Tuesday, April 13, 2021 2:21 PM  
**To:** [wes.cain@ferguson.com](mailto:wes.cain@ferguson.com)  
**Cc:** [Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)  
**Subject:** FW: Winterville Shop Drawing/AIS Certification

Wes,  
Let's release the pipe- bid item 41 lets reduce to 3,350 LF of 4" sch 40 PVC for now. All other pipe put on the quote put in production. Need all the PVC fittings for the cleanouts, wye's etc., hold off on the rest of the inserta tee's until we see how the test run works. Also may want to order some 4" HDPE depending on how the owner likes our demonstration.

Thanks,  
**BRYCE YARBROUGH**  
Project Manager  
Certified Arborist SO-6042A  
**North American Pipeline Management, Inc.**  
**CONSULTANTS | MANAGERS | CONTRACTORS**  
62 Hamby Road SE | Marietta, GA | 30067  
Office: 678-820-3991 Ext. 110 | Cell: 678-576-5914 | Fax: 678-820-3993  
  
1612 Marion Street, Suite 218D | Columbia, SC | 29201  
Office: 864-641-0567 Ext. 110 | Cell: 678-576-5914 | Fax: 864-641-0568  
[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com) | [www.napminc.com](http://www.napminc.com)

**From:** Bryce Yarbrough  
**Sent:** Tuesday, April 13, 2021 2:06 PM  
**To:** [Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com); [Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)  
**Subject:** RE: Winterville Shop Drawing/AIS Certification

Wes,  
Did you ever get a handle on lead time for SDR 17 HDPE? What about the PVC wyes?

Thanks,  
**BRYCE YARBROUGH**  
Project Manager  
Certified Arborist SO-6042A  
**North American Pipeline Management, Inc.**  
**CONSULTANTS | MANAGERS | CONTRACTORS**  
62 Hamby Road SE | Marietta, GA | 30067  
Office: 678-820-3991 Ext. 110 | Cell: 678-576-5914 | Fax: 678-820-3993  
  
1612 Marion Street, Suite 218D | Columbia, SC | 29201  
Office: 864-641-0567 Ext. 110 | Cell: 678-576-5914 | Fax: 864-641-0568  
[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com) | [www.napminc.com](http://www.napminc.com)

**From:** [Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com) <[Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com)>  
**Sent:** Thursday, April 8, 2021 11:27 AM

To: Bryce Yarbrough <[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com)>; [Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)  
Subject: RE: Winterville Shop Drawing/AIS Certification

Bryce,

- Inserta Tees, about 2 weeks from time of order to jobsite delivery
- DWV Fittings we've been able to keep a pretty good handle on so far. That could change, but so far so good on availability
- Waiting to hear back on DIP lead times, as well as the sewer PVC wyes

Thanks,

**Wes Cain**  
**Outside Sales**  
**Ferguson Waterworks**  
209 International Drive | Morrisville, NC | 27560  
T: (919) 465-7446 | F: (919) 465-7483 | C: (704) 264-5571  
E: [wes.cain@ferguson.com](mailto:wes.cain@ferguson.com) | [www.ferguson.com](http://www.ferguson.com)

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>. Govt Buyers: All Items quoted are open market unless noted otherwise.

From: Bryce Yarbrough <[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com)>  
Sent: Thursday, April 8, 2021 11:17 AM  
To: Wes Cain IV <[Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com)>; Walker Rice <[Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)>  
Subject: RE: Winterville Shop Drawing/AIS Certification

Wes,

Ok. Let me talk with AI in a bit and I will get back with you later this afternoon. Are you sitting good on PVC fitting, Inserta Tees, DIP?

Thanks,

**BRYCE YARBROUGH**

Project Manager  
Certified Arborist SO-6042A

**North American Pipeline Management, Inc.**  
**CONSULTANTS | MANAGERS | CONTRACTORS**

62 Hamby Road SE | Marietta, GA | 30067  
Office: 678-820-3991 Ext. 110 | Cell: 678-576-5914 | Fax: 678-820-3993

1612 Marion Street, Suite 218D | Columbia, SC | 29201  
Office: 864-641-0567 Ext. 110 | Cell: 678-576-5914 | Fax: 864-641-0568  
[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com) | [www.napminc.com](http://www.napminc.com)

**From:** [Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com) <[Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com)>  
**Sent:** Thursday, April 8, 2021 11:13 AM  
**To:** Bryce Yarbrough <[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com)>; [Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)  
**Subject:** RE: Winterville Shop Drawing/AIS Certification

If you could give me an idea of time frame on the 4" SCH40 needs I could see what we can do.. we've have some in stock and thousands of feet on order. We are currently trying to supply all that need it, but we may have to supply a little at time to get folks by until more comes in.. trying out best to keep everyone supplied with enough as needed to keep them working

Thanks,

**Wes Cain**  
**Outside Sales**  
**Ferguson Waterworks**  
209 International Drive | Morrisville, NC | 27560  
T: (919) 465-7446 | F: (919) 465-7483 | C: (704) 264-5571  
E: [wes.cain@ferguson.com](mailto:wes.cain@ferguson.com) | [www.ferguson.com](http://www.ferguson.com)

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>. Govt Buyers: All items quoted are open market unless noted otherwise.

**From:** Bryce Yarbrough <[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com)>  
**Sent:** Thursday, April 8, 2021 11:06 AM  
**To:** Wes Cain IV <[Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com)>; Walker Rice <[Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)>  
**Subject:** RE: Winterville Shop Drawing/AIS Certification

10-4.

Thanks,  
**BRYCE YARBROUGH**  
Project Manager  
Certified Arborist SO-6042A

**North American Pipeline Management, Inc.**

**CONSULTANTS | MANAGERS | CONTRACTORS**

62 Hamby Road SE | Marietta, GA | 30067

Office: 678-820-3991 Ext. 110 | Cell: 678-576-5914 | Fax: 678-820-3993

1612 Marion Street, Suite 218D | Columbia, SC | 29201

Office: 864-641-0567 Ext. 110 | Cell: 678-576-5914 | Fax: 864-641-0568

[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com) | [www.napminc.com](http://www.napminc.com)

**From:** [Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com) <[Wes.Cain@Ferguson.com](mailto:Wes.Cain@Ferguson.com)>

**Sent:** Thursday, April 8, 2021 10:58 AM

**To:** Bryce Yarbrough <[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com)>; [Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)

**Subject:** RE: Winterville Shop Drawing/AIS Certification

Also, meant to mention that all the PVC guys told me that avail and pricing could change at any given time.

Lastly, 4" and 6" SCH40 has been hit or miss.. we try to keep it stocked as best we can at our branches but have been running through it faster than ever.

Thanks,

**Wes Cain**

**Outside Sales**

**Ferguson Waterworks**

209 International Drive | Morrisville, NC | 27560

T: (919) 465-7446 | F: (919) 465-7483 | C: (704) 264-5571

E: [wes.cain@ferguson.com](mailto:wes.cain@ferguson.com) | [www.ferguson.com](http://www.ferguson.com)

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>. Govt Buyers: All items quoted are open market unless noted otherwise.

**From:** Wes Cain IV

**Sent:** Thursday, April 8, 2021 10:56 AM

**To:** Bryce Yarbrough <[bryce.yarbrough@napminc.com](mailto:bryce.yarbrough@napminc.com)>; Walker Rice <[Walker.Rice@ferguson.com](mailto:Walker.Rice@ferguson.com)>

**Subject:** RE: Winterville Shop Drawing/AIS Certification

Bryce,

I've attached what I've been able to do for us based on the current market. I did the best I could to keep all pricing the same with exception to the following:

- All PVC Items
- Copper (tracer wire mostly)

I reached out to all our MFG's on the PVC Pipe. The best thing I have gotten from all of them including National Pipe, North American Pipe, Diamond, JM Eagle, and Sanderson Pipe is as follows:

**Diamond:**

Running 8" SDR26 now. 12" SDR26 currently in stock. Nothing else in this scope available and not quoting it. The pricing in the attached for this 8" and 12" is from Diamond.

**National Pipe:**

6-8 weeks on everything.... The 10" SDR26 and 6" DR14 in the attached is from National.

**North American Pipe:**

60-90 days

**JM Eagle:**

No quote.. 6-16 weeks

**Sanderson:**

None available.. no quote

Please review and let me know what we need to do.

Thanks Bryce.

---

Thanks,

**Wes Cain**  
**Outside Sales**  
**Ferguson Waterworks**  
209 International Drive | Morrisville, NC | 27560  
T: (919) 465-7446 | F: (919) 465-7483 | C: (704) 264-5571  
E: [wes.cain@ferguson.com](mailto:wes.cain@ferguson.com) | [www.ferguson.com](http://www.ferguson.com)

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

**Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>. Govt Buyers: All items quoted are open market unless noted otherwise.**

7/28/2021

Mail - Seth Anderson - Outlook



All A From: al.robinson@napminc.c... extension



Print Cancel

**FW: Winterville Sanitary Sewer Rehabilitation 2019**

Al Robinson <al.robinson@napminc.com>

Sun 7/18/2021 8:20 PM

To: Seth Anderson <sanderson@riversandassociates.com>

Cc: Shannon Herford <shannon.herford@napminc.com>

1 attachments (220 KB)

Winterville Contract Extension Request 6.4.21.pdf;

Seth,

We do not see where we have received a written response to our contract extension request.

Is there any additional information that is needed from our office?

Also, our current contract extension request on 6.4.21 does not include the additional delay that was due to the railroad crossing repair on Main St. This work was completed between 7/5 to 7/10. Our work on Main St. started on the following Monday 7/12 due to the conflicting work activities.

Please confirm.

Sincerely,

ALLEN ROBINSON

North American Pipeline Management, Inc.

CONSULTANTS | MANAGERS | CONTRACTORS

62 Hamby Road SE

Marletta, GA 30067

Office: 678.820.3991 | Cell: 989-963-8881 | Fax: 678-820-3993

[al.robinson@napminc.com](mailto:al.robinson@napminc.com) | [www.napminc.com](http://www.napminc.com)



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

**Presenter:** Chief Ryan Willhite, Winterville Police.

**Item to be Considered**

**Subject:** Revisions to Noise Ordinance-Update and Recommendations.

**Action Requested:** None.

**Attachment:** None.

**Prepared By:** Terri L. Parker, Town Manager

**Date:** 9/29/2021

**ABSTRACT ROUTING:**

TC: 10/7/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

Chief Willhite will give an update on the status of Staff's work regarding revisions to the Town's Noise Ordinance.

**Budgetary Impact:** TBD.

**Recommendation:** NA.



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

**Presenter:** Chief Ryan Willhite, Winterville Police.

**Item to be Considered**

**Subject:** Animal Control Ordinance Update and Recommendations.

**Action Requested:** None.

**Attachment:** None.

**Prepared By:** Terri L. Parker, Town Manager

**Date:** 10/7/2021

**ABSTRACT ROUTING:**

TC: 10/7/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

Chief Willhite will give an update on the status of Staff's work as we continue to determine whether revisions are necessary to the Town's Animal Control ordinance.

**Budgetary Impact:** TBD.

**Recommendation:** NA.



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

**Presenter:** Chief Ryan Willhite, Winterville Police.

**Item to be Considered**

**Subject:** Traffic Calming Devices-Update and Recommendations-(1) Railroad Street and (2) Carmon Street.

**Action Requested:** None.

**Attachment:** None.

**Prepared By:** Terri L. Parker, Town Manager

**Date:** 10/7/2021

**ABSTRACT ROUTING:**

TC: 10/7/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

Chief Willhite will give an update and recommendations on the installation of traffic calming devices in the areas outlined above.

**Budgetary Impact:** TBD.

**Recommendation:** NA.



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

**Presenter:** Terri L. Parker, Town Manager

**Item to be Considered**

**Subject:** Cemetery Update.

**Action Requested:** Council Direction.

**Attachment:** Proposed Cemetery Plan.

**Prepared By:** Terri L. Parker, Town Manager

**Date:** 9/30/2021

**ABSTRACT ROUTING:**

TC: 10/7/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

Town Staff continues to work on the Cemetery Expansion project. For the purpose of the October meeting, I am breaking this abstract down into 2 subsections – (A) and (B).

(A) Update on the Cemetery Expansion Project – The Wooten Company has completed their work - boundary survey and plot staking. Staff is proceeding with the marking of each lot and preparation of the site. I anticipate this work will take a couple of months taking us into the first of the year before we will be ready to begin selling plots.

(B) Discussion of Cemetery rules and regulations regarding the selling of plots and pricing thereof. Attached please find the rules and regulations that Council enacted regarding how cemetery plots are sold and to whom. Council will need to decide whether any changes are warranted for the new area. Staff has also contacted several area entities to get pricing information so that Council can also discuss and direct what plots are to be sold for moving forward once the expansion site is opened.

Staff stands ready to assist Council with said discussion and move forward with and associated changes.

**Budgetary Impact:** TBD.

**Recommendation:** Council Direction.

Town of Winterville  
October 11, 2021  
Town Council Meeting

**X. OLD BUSINESS.**

5. Cemetery Expansion Update and Recommendations:

**SUBSECTION (A)**

Town of Winterville  
Cemetery Purchasing Policy

Cemetery plots will be sold to individuals who currently reside within the corporate limits and the extraterritorial jurisdiction of the Town of Winterville. An individual authorized to purchase cemetery plots pursuant to this section of the policy may purchase no more than four (4) cemetery plots annually.

Cemetery plots will also be sold to individuals who reside outside the corporate limits or the extraterritorial jurisdiction and who have a spouse, child, sibling or parent interred within the cemetery and can provide documentation to establish that relationship. An individual authorized to purchase cemetery plots pursuant to this section of the policy may purchase no more than two (2) cemetery plots.

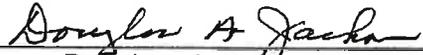
No cemetery plot will be sold to any business corporation, company or commercial enterprise.

---

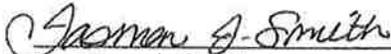
Note - Forms of acceptable documentation related to paragraph #2 of this regulation:

- ≈ Certified copy of birth certificate
- ≈ Certified copy of death certificate
- ≈ Affidavit from Purchaser
- ≈ Sworn statement from current Mayor, Councilmember or Town staff person

Adopted this 14th day of May, 2012.

  
Douglas. A. Jackson, Mayor

ATTEST:

  
Jasman J. Smith, Town Clerk



Fence		Fence	
Not for Sale	Not for Sale	Not For Sale	Not For Sale
0	0	0	0
0	0	0	0
0	0	0	0
118	133	134	149
Dail, Infant Daughter	Grubbs, James Edwards	Grubbs, Charles A	0
Dail, Walter Ashley	Grubbs, Doris Omond	Grubbs, Annie W	0
0	Grubbs, Cora Clair	Houle, Maurice J	0
0	McLawnhorn, Lizzie G	Houle, Julia G	0
119	132	135	148
Hardison, John Thurman	May, Gladys Adell	Smith, Charlie C	May, Ella V
0	May, David W	Smith, Mary Elizebeth	May, Hazard H
0	May, John R	Nobles, John Donald	May, Ada Credle
0	Hardy, Mary	Hodges, Joseph James	May, Sue Credle
120	131	136	147
Brann, William Allen	Boyd, Angela	Letchworth, Joe	Bulluck, Howard Donald
0	Boyd, Shelby Ann	0	McLawnhorn, R.L. Fate
0	0	Carr, Ruffin	Bulluck, J Mchlon
0	0	Carr, Carrie B	McLawnhorn, Beulah
0	0	0	Bulluck, Emma Mae
0	0	0	0
121	130	137	146
Robison, Queen H	McLawnhorn, Myrtle L	0	Rouse, George L
Robison, George W	Letchworth, Marcellus	0	Rouse, Malissa L
Savage, William Arthur	Letchworth, Rosa Lee	Letchworth, Ada Gray	Hall, Robert Virgil
Savage, Inez Oglesby	Letchworth, Luby J	Letchworth, Gordon Gray	Hall, Hattie Rouse
Savage, Edward	0	0	Hall, Jr Robert Virgil
0	0	0	Harrington, Claude
0	0	0	0
122	129	138	145
Tripp, Linwood E	Crisp, Charles E	Upton, James Haywood	Harrington, Lillie W
Tripp, Mary Jo	Dail, Eliza Crisp	Upton, Ruby Dail	Tucker, J Brooks
Tripp, Judy Elaine	Dail, Titus	Dail, William T	Harrington, Letha B
0	Suber, Robert Dale	Dail, Thomas Eugene	Tucker, Letha Belle
0	0	0	Brown, Robert Lee
0	0	0	Brown, Bertha Briley
123	128	139	144
Norris, Sallie	Tucker, Bruce Warren	Worthington, Lafayette	0
Norris, Joe	Tucker, B.W.	Tucker, Mahlon Galloway	Worthington, Mary Dail
Norris, Hazel Bowen	Tucker, Hattie M	Tucker, Thelma Collins	Worthington, Harry Lafayette
Norris, Tom	Tucker, Nannis Loy	Haddock, Margaret Tucker	Worthington, Vera Hardee
124	127	140	143
Forbes, Allen	0	0	0
Forlines, Emmis D	0	0	Dempsey, Levy N
Forlines, Mary Forbes	Buck, James E	0	Mizelle, Sylvia Dempsey
0	Buck, Rippie J	0	Dempsey, Mamie Bults
0	0	0	0
125	126	141	142
Rouse, Infant	Hodges, James A	0	0
Rouse, Linwood Ishmal	0	0	McLawnhorn, Cora Waiston
0	Hodges, Noah Oswald	0	0

Mini - cemetery expansion  
 March 8, 2017 - Fees  
 Regs on page 2 of March  
 7, 2017 email - highlight in  
 yellow.

## Terri Parker

---

**From:** Rhonda Barnes  
**Sent:** Friday, October 01, 2021 4:13 PM  
**To:** Terri Parker  
**Subject:** FW: Reedy Branch Cemetery - Additional Plots  
**Attachments:** Grave Yard - 20140603 - minor expansion.pdf  
  
**Importance:** High

*Rhonda Barnes  
Utility Billing Coordinator  
Town of Winterville  
2571 Railroad Street/P.O. Box 1459  
Winterville, NC 28590  
(252) 756-2221 - Phone  
(252) 321-8455 - Fax  
[rhonda.barnes@wintervillenc.com](mailto:rhonda.barnes@wintervillenc.com)*

---

**From:** Terri Parker <terri.parker@wintervillenc.com>  
**Sent:** Tuesday, March 07, 2017 10:39 AM  
**To:** Mayor and Town Council <MayorandTownCouncil@wintervillenc.com>  
**Cc:** Finance Department <FinanceDepartment@wintervillenc.com>; Ben Williams <Ben.Williams@wintervillenc.com>; Travis Welborn <travis.welborn@wintervillenc.com>; Robert Sutton <robert.sutton@wintervillenc.com>  
**Subject:** FW: Reedy Branch Cemetery - Additional Plots  
**Importance:** High

Good afternoon:

Attached please see the map that Staff has put together outlining twelve (12) plots that are available after abandoning the access drive/ROW at the southwestern corner as previously directed by Council. Please see the information highlighted below in yellow as that encompasses the stipulations outlining how said plots will be sold and the fact that they will be available starting at 8 am tomorrow, March 8, 2017. These plots will be sold on a "first come first serve" basis until gone.

Please let me know if you have any questions.

Have a great and I will see you tonight.

Terri

---

**Terri L. Parker  
Town Manager  
Town of Winterville  
2571 Railroad Street/P.O. Box 1459  
Winterville, NC 28590**

(252) 215-2340 – Phone  
(252) 215-2451 – Fax  
[terri.parker@wintervillenc.com](mailto:terri.parker@wintervillenc.com)



*The contents of this e-mail (and any attachments) are confidential, may be privileged and may contain copyright material. You may only reproduce or distribute material if you are expressly authorized by us to do so. If you are not the intended recipient, any use, disclosure or copying of this email (and any attachments) is unauthorized. If you have received this e-mail in error, please notify the sender and immediately delete this e-mail and any copies of it from your system.*

 Think GREEN before you print

**From:** Ben Williams  
**Sent:** Monday, March 06, 2017 11:23 AM  
**To:** Terri Parker <[terri.parker@wintervillenc.com](mailto:terri.parker@wintervillenc.com)>  
**Cc:** Anthony Bowers <[anthony.bowers@wintervillenc.com](mailto:anthony.bowers@wintervillenc.com)>; Travis Welborn <[travis.welborn@wintervillenc.com](mailto:travis.welborn@wintervillenc.com)>; Robert Sutton <[robert.sutton@wintervillenc.com](mailto:robert.sutton@wintervillenc.com)>  
**Subject:** Reedy Branch Cemetery - Additional Plots

Terri,

Attached is the updated map of the Reedy Branch Cemetery illustrating the twelve (12) additional plots (block 1020 and 1021) created as a result of abandoning the access drive/ROW at the southwestern corner as directed by Council. Finance Dept. will use this map for documenting the purchasing of the new plots.

As directed by Council, the plots are to be sold to Town residents only. In addition, only one plot can be purchased by each resident.

We do not have a "waiting/notification list" for residents interested in purchasing a plot. Therefore, I would recommend posting the availability of the new plots on the website making them available for purchase on Wednesday, 3/8/17 at 8:00am.

Let me know your thoughts.

-Ben

**Ben E. Williams, AICP CEP**  
**Assistant Town Manager**  
**Town of Winterville**  
2571 Railroad Street/P.O. Box 1459  
Winterville, NC 28590  
(252) 215-2420 – Phone  
(252) 215-2465 – Fax  
[ben.williams@wintervillenc.com](mailto:ben.williams@wintervillenc.com)

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by anyone at any time.

The contents of this e-mail (and any attachments) are confidential, may be privileged and may contain copyright material. You may only reproduce or distribute material if you are expressly authorized by us to do so. If you are not the intended recipient, any use, disclosure or copying of this email (and any attachments) is unauthorized. If you have received this e-mail in error, please notify the sender and immediately delete this e-mail and any copies of it from your system.

Winterville Town Council  
May 14, 2012 Regular Meeting Minutes

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

Mayor Douglas Jackson  
Mayor Pro-Tem Mark Smith  
Councilman Johnny Moyer  
Councilman Ronald Cooper, Sr.  
Councilman Tony Moore  
Councilwoman Veronica Roberson  
Terri L. Parker, Town Manager  
Jasman Smith, Town Clerk  
Keen Lassiter, Town Attorney  
Alan Lilley, Planning Director  
Anthony Bowers, Finance Director  
Billy Wilkes, Police Chief  
Brad Black, IT Director  
Eric Lucas, Parks/Recreation & Public Works Director  
Mervin Taylor, Electric Utility Director  
Tom Harwell, Town Engineer

**APPROVAL OF AGENDA:** A motion was made by Councilwoman Roberson and seconded by Councilman Moyer to approve the agenda as presented. Motion carried unanimously.

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

**RECOGNITION:** Parks/Recreation & Public Works Director Eric Lucas introduced the A.G. Cox Envirothon Club and distributed awards to the members.

**INTRODUCTION OF NEW EMPLOYEES:** None.

**PRESENTATIONS:**

1. Update on the Depot Project – Jane Power, President, Winterville Historical and Arts Society, Inc. and Scott Power, NC Department of Cultural Resources, Historical Resources. Mrs. Jane Power, President of the Winterville Historical and Arts Society, Inc. and Mr. Scott Power of North Carolina Department of Cultural Resources, Historical Resources gave an update on the Depot Project. Mrs. Jane Power. Councilman Cooper asked how much money is needed to get the Depot running. Councilman Moore commented that the Depot looks good. No action was taken by the Council.

the Planning and Zoning Board unanimously recommended adoption at their April 16, 2012 meeting.

Questions from the Town Council were addressed and answered concerning the Proposed Amendment of Zoning Ordinance Article VI, Section 6.5, Special Requirement 19. Mayor declared public hearing open and comments were solicited from the audience. No one spoke in favor of the amendment. Mr. T.C. Gaylord, Jr. spoke in opposition of the amendment. He stated that the Pilgreens Business was storing wrecked and salvaged vehicles. Mr. T.C. Gaylord, Jr. requested that the Town Council deny the proposed Amendment of Zoning Ordinance Article VI, Section 6.5, Special Requirement 19. Mayor declared the public hearing closed.

Discussion was held about the Zoning Ordinance Amendment to Zoning Ordinance Article VI, Section 6.5, and Special Requirement 19. Councilman Cooper commented that he visited the Pilgreens business and observed that they made several changes. He further commented on the posted sign that warned customers to keep their noise/music down because of surrounding neighbors. Councilman Moore commented that no one spoke in favor of the amendment. **A motion was made by Councilman Moore and seconded by Mayor Pro-Tem Smith to deny the Zoning Ordinance Amendment to Zoning Ordinance Article VI, Section 6.5, and Special Requirement 19. Motion carried all.**

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

1. **Non-Town Agencies Funding Requests:**
  - a. Ms. Shelia Parson, President of Winterville Chamber of Commerce: Ms. Shelia Parson spoke on behalf of the Winterville Chamber of Commerce and explained their request of \$30,000 for Fiscal Year 2012-2013. No Action was taken by the Town Council.
  - b. Mr. Jay Faron, Executive Director of the Pitt County Boys & Girls Club: Mr. Faron expressed the Pitt County Boys & Girls Club's request of \$5,000 for funding to support the Transportation Program in Fiscal Year 2012-2013. No Action was taken by the Town Council.
  - c. Ms. Barbara Manning, Director of Senior Adult Fellowship- Ms. Barbara Manning spoke on behalf of the Senior Adult Fellowship and explained their request of \$3,000 for Fiscal Year 2012-2013. No Action was taken by the Town Council.
  - d. Mr. Calvin Henderson and Ms. Barbara Mills, Advisors of Winterville Senior Citizens Club- Mr. Calvin Henderson and Ms. Barbara Mills stated the history of the club and their request of \$5,000 for Fiscal Year 2012-2013. No Action was taken by the Town Council.
2. **Mr. James Evans – Boy Scouts Request for Shooting BB Guns:** Mr. Evans requested that the Town allow the BB gun and Archery Activity at the Pitt District Club Scout Twilight Camp from 6-9 pm on July 9<sup>th</sup>-13<sup>th</sup>. A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moore to approve the BB gun and Archery Activity at the Pitt District Club Scout Twilight Camp from 6-9 pm on July 9<sup>th</sup>-13<sup>th</sup>. Motion carried all.
3. **Mr. Robert Beddard, Jr. – Church and Sylvania Street Traffic & Parking.** Mr. Beddard addressed the Town Council about Church and Sylvania Street Traffic and Parking issues. Councilman Smith stated the best solution is to have parking on one side. Town Manager Terri L. Parker stated that this item will be added to a future agenda.

**Cooper and seconded by Councilman Moore to approve the final policy. Motion carried unanimously.**

**NEW BUSINESS:**

1. Analysis of Proposed Girls Softball Program: Parks/Recreation & Public Works Director Eric Lucas presented the item. He stated that at the March 12, 2012 Regular Meeting, Councilman Moye requested staff to research the cost of implementing a girls' softball program by Winterville Parks & Recreation. Staff has researched the cost analysis and pros and cons of implementing a girls' softball league. The monetary impact varies depending upon the actual number of players and teams that may participate. For example, in a four (4) team league the revenue would be approximately \$4,076 with expenditures of \$5,125. In an eight (8) team league the revenue would be approximately \$8,252 with expenditures of \$10,201. These projections do not take concession sales into consideration. The major drawbacks of implementing a Girls Softball program are as follows (in no particular order): Cost; Current existence of PCGSL in Winterville; and Lack of Facilities/Space. Staff recommends that the Town not pursue implementation of a Girls Softball program at this time due to reasons outlined. Discussion was held concerning the proposed softball program. **A motion was made by Councilwoman Roberson and seconded by Councilman Moye to send out a questionnaire about the formation of a Softball League Program next year. Motion carried unanimously.**
  
2. Approval of Agreement with Run the East, LLC for 5k Run: Parks/Recreation & Public Works Director Eric Lucas presented the item. He noted that the Parks and Recreation Department has proposed in the 2012-2013 budget a co-sponsored 5k Road Race with Riley's Army. Riley's Army is a local organization aimed at providing support to children with cancer and their families in Eastern North Carolina. Road Races such as the one Staff is proposing must have a company such as Run the East, LLC involved so that the event will be an officially sanctioned race with proper race logistics support and event timing. Failure to have a properly sanctioned event would ultimately result in cancellation. Parks/Recreation & Public Works Director Eric Lucas further stated that the scheduled date for the Race is September 8, 2012. Due to the popularity of road races in Eastern North Carolina we need to approve and sign a contract with Run The East, LLC as soon as possible. Staff has reviewed the contract and recommends approval. **A motion was made by Councilman Moore and seconded by Councilman Cooper to approve the agreement. Motion carried unanimously.**
  
3. Planning and Zoning Board Member Vacancy: Planning Director Alan Lilley presented the item. He informed the Town Council that due to a work related scheduling conflict; Mr. Kevin Hill is no longer available to serve on the Planning & Zoning Board. Mr. Hill served as an "in-town" regular member. It has been the customary practice of the Council to appoint the existing alternate member to fill a vacant unexpired term and seek a new alternate. The current "in-town" alternate member is Mr. David Webb. If the Council so desires, the action under consideration would be to appoint Mr. David Webb as a regular member to the remainder of an unexpired term, which will expire June 30, 2013. If this action is taken, a new person will need to be appointed as the "in-town" alternate member. **A motion was made by Councilman Moye and seconded by Councilwoman Roberson to appoint Mr. David Webb as a regular member to the remainder of an unexpired term, which will expire June 30, 2013. Motion carried unanimously.**
  
4. Petition Requesting Annexation of West Winterville Industrial Park, Lot 8: Planning Director Alan Lilley presented the item. He informed the Town Council that the Town has received a petition requesting annexation of West Winterville Industrial Park, Lot 8. The annexation area is a 2 acre

A motion was made by Councilman Moore and seconded by Councilwoman Roberson to unseal Closed Session Minutes for 11/8/2010; 12/13/2010; 3/3/2011; 3/14/2011; 3/29/2011; 4/11/2011; 5/9/2011; 6/13/2011; 7/11/2011; and 12/12/2011. Motion carried unanimously.

**ADJOURN**

Having no further business to come before the Council, a motion was made by Mayor Pro-Tem Smith and seconded by Councilwoman Roberson to adjourn at 9:22 pm. Motion carried unanimously.

Adopted this the 9<sup>th</sup> day of July 2012.

*Douglas A. Jackson*

Douglas A. Jackson, Mayor

ATTEST:

*Jasman J. Smith*

Jasman J. Smith, Town Clerk





**PROCLAMATION  
EMERGENCY MEDICAL SERVICES WEEK  
MAY 20-26, 2012**

***WHEREAS***, emergency medical services is a vital public service; and

***WHEREAS***, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

***WHEREAS***, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

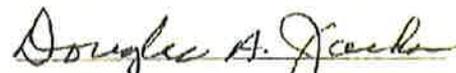
***WHEREAS***, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and

***WHEREAS***, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

***WHEREAS***, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

***NOW, THEREFORE, I, Douglas A. Jackson, Mayor of the Town of Winterville, recognize the week of May 20-26, 2012 as Emergency Medical Services Week.***

Dated this 14<sup>th</sup> day of May, 2012.

  
Douglas A. Jackson, Mayor

Attest:

  
Jasman J. Smith, Town Clerk



**Resolution Directing The Clerk To Investigate  
A Petition Received Under G.S. 160A-31**

**West Winterville Industrial Park, Lot 8**

WHEREAS, a petition requesting annexation of an area described in said petition was received on May 14, 2012 by the Town Council; and

WHEREAS, G.S. 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 deems it advisable to proceed in response to this request for annexation;

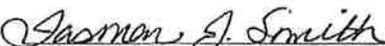
NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Winterville that:

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 her investigation.

Adopted this 14<sup>th</sup> day of May, 2012.

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

ATTEST:

  
\_\_\_\_\_  
Jasman J. Smith, Town Clerk



Winterville Town Council  
April 9, 2012 Regular Meeting Minutes

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

Mayor Douglas Jackson  
Mayor Pro-Tem Mark Smith  
Councilman Johnny Moyer  
Councilman Ronald Cooper, Sr.  
Councilman Tony Moore  
Councilwoman Veronica Roberson  
Terri L. Parker, Town Manager  
Jasman Smith, Town Clerk  
Keen Lassiter, Town Attorney  
Alan Lilley, Planning Director  
Anthony Bowers, Finance Director  
Billy Wilkes, Police Chief  
Brad Black, IT Director  
Eric Lucas, Parks/Recreation & Public Works Director  
Mervin Taylor, Electric Utility Director  
Tom Harwell, Town Engineer

**APPROVAL OF AGENDA:** Town Manager Terri L. Parker requested the removal of the closed session. A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moore to approve the agenda with the removal of the closed session. Motion carried unanimously.

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

**RECOGNITION:** None.

**INTRODUCTION OF NEW EMPLOYEES:** Parks/Recreation & Public Works Director Eric Lucas, introduced Utility Maintenance Mechanic Cliff McGuffin of the Water and Sewer Department and Parks Maintenance Worker, Dennis Meshaw of the Parks and Recreation Department.

**PRESENTATIONS:**

1. **Watermelon Festival Fundraiser – April 18th -22nd – Tim Avery.** Tim Avery, Chairman of the festival presented the Watermelon's request of a fundraiser to be held on April 18th -22<sup>nd</sup>. **A motion was made by Councilman Moore and seconded by Councilwoman Roberson to approve the fundraiser. Motion carried unanimously.**

## OLD BUSINESS:

1. Discussion of Revised Purchasing Policy of Winterville Cemetery Lots: Town Manager Terri L. Parker presented the item. She reminded the Town Council that

This item was a carryover from the February 13, 2012 Regular Council Meeting. The Town Council directed Staff to draft some language amending the current purchasing policy for cemetery lots to allow for people to purchase lots in the Winterville Cemetery if they have "immediate" family buried in the cemetery. Attorney Lassiter has drafted some language attempting to encompass the Council's direction. Town Staff requested the Council's discussion and ultimate direction on the draft amendment.

Discussion was held **A motion was made by Mayor Pro-Tem Smith and seconded by Councilwoman Roberson to allow cemetery plots to be sold to individuals who currently reside within the corporate limits at \$450 per lot and the extraterritorial jurisdiction of the Town of Winterville for \$650 per lot; Cemetery plots will also be sold at \$1,000 per lot to individuals who have a spouse, child, sibling, or parent (not including grandparents) buried within the cemetery and can provide documentation to establish that relationship; and No cemetery plots will be sold to any business corporation, company or commercial enterprise. An individual authorized to purchase cemetery plots by this policy may purchase no more than two (2) cemetery plots in a lifetime. Motion carried unanimously.**

2. Discussion of Local Vendor Preference Policy: Town Manager Terri L. Parker presented the item. Mayor Pro-Tem Smith states that he does not think that there is a way to improve the policy and that the policy should be left as is. **A motion was made by Councilwoman Roberson and seconded by Councilman Moore to approve not to revise the Local Vendor Preference Policy.**

## NEW BUSINESS:

1. Discussion of Proposed Amendment to Winterville Code of Ordinances Chapter 95 Section 15: Weeds, Vegetation and Other Public Health Nuisances: Planning Director Alan Lilley presented the item. He stated that the Code of Ordinances Chapter 95, Section 95.015, C, describes conditions that are declared to constitute unlawful public nuisances. Item C, 13, states: *Any building, structure, fence, or retaining wall declared to be unsafe by the **County Building Inspection Official**, and which is in danger of collapse so that it may fall and injure members of the public or damage public or private property.*

Staff recommended that this provision be changed from **County Building Inspection Official** to **Code Compliance Officer or his or her designee**. This would allow such determination to be made by Planning Staff in cases where the danger of collapse is very obvious. This would greatly aid our ability to address dilapidated accessory buildings. **A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moore to approve the amendment to the Winterville Code of Ordinances Chapter 95 Section 15: Weeds, Vegetation and Other Public Health Nuisances. Motion carried unanimously.**

**OTHER AGENDA ITEMS: None.**

**ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS: None.**

**REPORTS FROM TOWN ATTORNEY, TOWN MANAGER, AND DEPARTMENT HEADS:**

Town Attorney- Town Attorney Keen Lassiter reported on the remaining easement for signature on the Nobel Canal issue.

Town Manager- Town Manager Terri Parker had no report.

The Electric Department, Information Technology Department, Planning Department, Parks and Recreation/Public Works Department, and Town Clerk had no report.

Police Department- Councilman Moye asked the robberies at the No.1 Chinese Restaurant. Police Chief Billy Wilkes reported on the robberies in Winterville.

Town Engineer- Town Engineer reported on sidewalks. **A motion was made by Councilman Moore and seconded by Mayor Pro-Tem Smith to proceed with sidewalks except for those requiring right-of-way encroachment easements. Motion carried unanimously.**

Finance Department- Councilwoman Roberson asked about. Finance Director Anthony Bowers explained about the balance of the Powell Bill funds.

**REPORTS FROM THE MAYOR AND TOWN COUNCIL:**

Mayor Jackson, Mayor Pro-Tem Smith, and Councilman Cooper had no report.

Councilwoman Roberson thanked Commissioner Jimmy Garris for support to keep the Boyd Street Railroad Crossing open.

Councilman Moye asked about the Summer Program. Parks/Recreation & Public Works Director Eric Lucas updated the Town Council on the Summer Program.

Councilman Moore stated that he enjoyed the Easter Egg Hunt provided by the Winterville Parks and Recreation.

**CLOSED SESSION PER N.C.G.S 143-318.11(a)(1):** To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes. **A motion was made by Mayor Pro-Tem Smith and seconded by Councilman Moore to table the closed session until the May 14<sup>th</sup> Regular Meeting. Motion carried unanimously.**

**ADJOURN**

Having no further business to come before the Council, a motion was made by Councilman Moore and seconded by Councilwoman Roberson to adjourn at 8:09 PM. Motion carried unanimously.



**PROCLAMATION**  
**MUNICIPAL CLERKS WEEK**  
**APRIL 29 THROUGH MAY 5, 2012**

**WHEREAS**, THE OFFICE OF THE MUNICIPAL CLERK, A TIME HONORED AND VITAL PART OF LOCAL GOVERNMENT EXISTS THROUGHOUT THE WORLD, AND

**WHEREAS**, THE OFFICE OF THE MUNICIPAL CLERK IS THE OLDEST AMONG PUBLIC SERVANTS, AND

**WHEREAS**, THE OFFICE OF THE MUNICIPAL CLERK PROVIDES THE PROFESSIONAL LINK BETWEEN THE CITIZENS, THE LOCAL GOVERNING BODIES AND AGENCIES OF GOVERNMENT AT OTHER LEVELS, AND

**WHEREAS**, MUNICIPAL CLERKS HAVE PLEDGED TO BE EVER MINDFUL OF THEIR NEUTRALITY AND IMPARTIALITY, RENDERING EQUAL SERVICE TO ALL.

**WHEREAS**, THE MUNICIPAL CLERK SERVES AS THE INFORMATION CENTER ON FUNCTIONS OF LOCAL GOVERNMENT AND COMMUNITY.

**WHEREAS**, MUNICIPAL CLERKS CONTINUALLY STRIVE TO IMPROVE THE ADMINISTRATION OF THE AFFAIRS OF THE OFFICE OF THE MUNICIPAL CLERK THROUGH PARTICIPATION IN EDUCATION PROGRAMS, SEMINARS, WORKSHOPS AND THE ANNUAL MEETINGS OF THEIR STATE, PROVINCE, COUNTY AND INTERNATIONAL PROFESSIONAL ORGANIZATIONS.

**WHEREAS**, IT IS MOST APPROPRIATE THAT WE RECOGNIZE THE ACCOMPLISHMENTS OF THE OFFICE OF THE MUNICIPAL CLERK.

**NOW, THEREFORE, I, DOUGLAS A. JACKSON, MAYOR OF THE TOWN OF WINTERVILLE, RECOGNIZE THE WEEK OF APRIL 29 THROUGH MAY 5, 2012, AS MUNICIPAL CLERKS WEEK, AND FURTHER EXTEND APPRECIATION TO JASMAN J. SMITH FOR THE SERVICE AS TOWN CLERK TO THE TOWN OF WINTERVILLE. DATED THIS 9<sup>TH</sup> DAY OF APRIL, 2012.**

*Douglas A. Jackson*  
 \_\_\_\_\_  
 DOUGLAS A. JACKSON, MAYOR

ATTEST:

*Jasman J. Smith*  
 \_\_\_\_\_  
 JASMAN J. SMITH, TOWN CLERK



Winterville Town Council  
February 13, 2012 Regular Meeting Minutes

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

Mayor Douglas Jackson  
Mayor Pro-Tem Mark Smith  
Councilman Johnny Moye  
Councilman Ronald Cooper, Sr.  
Councilman Tony Moore  
Councilwoman Veronica Roberson  
Terri Parker, Town Manager  
Jasman Smith, Town Clerk  
Keen Lassiter, Town Attorney  
Alan Lilley, Planning Director  
Anthony Bowers, Finance Director  
Billy Wilkes, Police Chief  
Brad Black, IT Director  
David Moore, Fire Chief  
Eric Lucas, Parks/Recreation & Public Works Director  
Mervin Taylor, Electric Utility Director  
Mike Stec, Planner

**APPROVAL OF AGENDA:** A motion was made by Councilman Moye and seconded by Mayor Pro-Tem Smith to approve the agenda as presented. Motion carried unanimously.

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

**RECOGNITION:** None.

**INTRODUCTION OF NEW EMPLOYEES:** Police Chief Billy Wilkes introduced intern Matt Beryl to the Council.

**PRESENTATIONS:** None.

**PUBLIC HEARINGS:** None.

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

1. **Mr. T.C. Gaylord:** Mr. T.C. Gaylord expressed his concerns of the Pilgreens business, located at 5107 Reedy Branch Road. He implied that he was speaking on behalf of his neighbors concerning lack of Town Code Enforcement. Mr. T. C. Gaylord expounded on the documents and pictures given to the Town Council that illustrated junk vehicles at Pilgreens. In conclusion, Mr. T. C. Gaylord requested that the Town Council adopt a noise and public nuisance policy to protect their citizens against current and future noise problems; and possibly adopt the Pitt County noise and public nuisance policy. He reiterated that the Pilgreens have shown no respect to their neighbors and if the Town does not want to apply the code of ordinances equally within Town limits and ETJ, then do away with the ETJ.

**PROCLAMATION OF THE TOWN OF WINTERVILLE  
IN HONOR OF BLACK HISTORY MONTH**

**WHEREAS**, February has been designated as Black History Month and will be observed in our community; 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

**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;

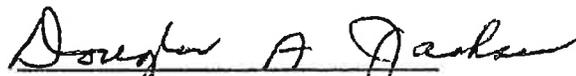
**NOW, THEREFORE, BE IT RESOLVED**, that I, Douglas A. Jackson, Mayor of the Town of Winterville, do hereby proclaim the month of February, 2012 as

**BLACK HISTORY MONTH**

In the Town of Winterville and express special commendation to the dedicated volunteers who have labored so diligently to make this observance a reality in our area; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that I urge all residents to make special note of the various exhibits displayed in public buildings, attend scheduled activities, and join together in making this a period of rededication to the principles of justice and equality for all people.

This 13<sup>th</sup> day of February 2012.

  
Douglas A. Jackson, Mayor

Attest:

  
Jasman J. Smith, Town Clerk



**ITEMS REMOVED FROM THE CONSENT AGENDA:** None

**OLD BUSINESS:**

1. Volunteer Board Vacancies: Planning Director Alan Lilley presented the item. He stated that the Town had the following volunteer board vacancies: one (1) Planning and Zoning Board out-of-town alternate member, one (1) in-town alternate member, and one (1) Board of Adjustment out-of-town alternate member. Planning Director Alan Lilley reminded the Town Council that In-town members are appointed by the Winterville Town Council and Out-of-town members are appointed by the Pitt County Board of Commissioners. Ads soliciting applicants were published in "The Daily Reflector" on January 29 & February 5, 2012. The ad is also posted on the Town web site. Councilwoman Roberson questioned the status of applicants that were previously on file that were not appointed. Mayor Jackson asked how long the applications are kept on file. Town Manager Terri Parker responded that the applications are kept on file usually for six (6) months. Councilman Moore commented that when the make-up of the Volunteer Board consists of one race, then this is a poor representation in our Town. **A motion was made by Councilman Moore and seconded by Councilman Moye to appoint Mr. Alfred Phillips as an in-town alternate member to the Board of Adjustment. Members of the Council voting in favor of the motion were Moore, Moye, Cooper, and Smith. Member of the Council voting in opposition of the motion was Roberson. Motion carried. (4, 1)**
2. Purchasing Policy of Winterville Cemetery Lots: Councilman Cooper informed the Council that this item was on the agenda at his request. He further explained that an Ayden resident was interested in purchasing Winterville cemetery lots, but could not due to the residency requirement in the purchasing policy for cemetery lots. The Ayden resident also stated that her uncle may own a couple of Winterville cemetery plots. Town Manager Terri Parker reiterated that there are only fifty-four (54) lots left. Discussion was held. Mayor Pro-Tem Smith suggested that Town Attorney Keen Lassiter draft a revision to the cemetery plot policy to include language that would allow a non-resident to purchase a cemetery lot, if their siblings, parents, or grandparents were buried in the Winterville Cemetery. Further discussion was held and questions from the Town Council were addressed. Town Attorney Keen Lassiter responded that he would submit the revised policy for review to the Town Manager and bring back to the Town Council. By consensus the Town Council directed Town Staff to determine if there were lots available for purchase of the Ayden resident's uncle. Councilman Cooper thanked the Council's attention on this matter.
3. Discussion of Local Vendor Preference Policy: Town Manager Terri Parker presented the item. Mayor Pro-Tem Smith suggested that this policy should be revised. Discussion was held. Town Staff was directed to bring back a revised policy to the Town Council.

5. Schedule a Date for the Next Council Retreat Workshop: Town Manager Terri Parker presented the item. She stated that during the February 7<sup>th</sup> Council Retreat, she requested that the Council consider setting a date for about 1 ½ months from the February 7<sup>th</sup> Council Retreat to hold discussions on the vision and associated key issues for the Town. Councilman Moore suggested that the Council invite the Winterville Historical Society to the Council Retreat. **A motion was made by Councilman Moore and seconded by Mayor Pro-Tem to Smith schedule the Council Retreat for Tuesday, March 27, 2012 and to include the Winterville Historical on the Agenda. Motion carried unanimously.**

#### **OTHER AGENDA ITEMS:**

1. NCDOT & CSX Railroad Letter. This item was requested by Councilman Moore. Motion made by Councilman Moore and seconded by Councilman Moyer to send a letter to NCDOT and CSX against the closing of the Boyd Street Crossing. Motion carried unanimously.
2. Noise Ordinance. This item was requested by Councilman Moore in relation to Public Comment speaker Mr. T.C. Gaylord. Town Manager Terri Parker reminded the Town Council that a community meeting will be held on Thursday, February 16<sup>th</sup> in the Assembly Room to address this issue. Discussion was held. Councilman Moore directed Police Chief Billy Wilkes to report to the Town Council about this issue next month.

#### **ITEMS FOR FUTURE AGENDAS/FUTURE WORK SESSIONS:**

#### **REPORTS FROM TOWN ATTORNEY, TOWN MANAGER, AND DEPARTMENT HEADS:**

Town Attorney- Town Attorney Keen Lassiter reminded the Town Council of the Closed Session.

Town Manager- Town Manager Terri Parker had no report.

Finance Department, Information Technology Department, Planning Department, Police Department, and Town Clerk had no report.

Town Engineer- Town Engineer reported on the construction at Boyd Street.

The Electric Department: Councilwoman Roberson asked Mr. Grimes (citizen in the audience) about the wire hanging in his yard. Electric Director Mervin Taylor replied that it is a hanging telephone wire and he would look into the issue.

Fire Department- Councilman Moore asked about the burning of the house on 183 Cooper Street. Fire Chief David Moore stated that he was waiting on some permits and it is still in the process.

Parks and Recreation/Public Works Department- Councilman Moore inquired about the city limit signs at Mangolia Ridge and Manchester, and Vernon-White Road sign. Parks and Recreation/Public Works Director Eric Lucas commented that the Vernon-White Road sign has been ordered and still trying to determine where city limits signs are to be placed.

Town of Winterville  
October 11, 2021  
Town Council Meeting

**X. OLD BUSINESS.**

5. Cemetery Expansion Update and Recommendations:

**SUBSECTION (B)**

**Plot Purchases:**

	Resident	Nonresident
Greenville	\$700.00	\$900.00
Washington (single) (baby / cremation)	\$682.50 (plus \$250 perpetual care fee) \$315.00 (plus \$250 perpetual care fee)	
Ayden	\$450.00 (w/in city limits) \$550.00 (outside limits but on UTIL)	\$750.00
Farmville	\$400.00	\$850.00
Tarboro	\$500.00 (plus \$26 recording fee)	\$1,500.00 (plus \$26 recording fee)
Rocky Mount	\$900.00	
Kinston	(Westview) \$935.00 (Southview) \$625.00	
New Bern (single plot) (cremation)	\$600.00 \$200.00	\$900.00 \$350.00
Wilkerson's	\$950 - \$1150 (interior) \$1,520 (sidewalk)	
Winterville	\$450.00	n/a

## City of Greenville Current Cemetery Fees and Charges

	City Resident		Non-Resident
Single Grave Space	\$700		\$900
Four-Grave Lot	\$2200		\$3000
Eight-Grave Lot	\$4400		\$6000
<b>Plaques are included for the following spaces:</b>			
Inside Mausoleum Space	\$5000		\$5200
Outside Mausoleum Space	\$2500		\$2700
Outside Cremation Niche Space	\$1750		\$1950
Hillside West Mausoleum Space	\$2000		\$2200
Grave/Crypt Opening & Closing		\$600 / \$750*	
Cremation Niche Opening & Closing		\$200 / \$250*	
Wait Time Per Hour		\$50	
Tree Removal		\$50	
Shrubbery Removal Per Lot		\$50	
Crypt/Mausoleum Installation Permit		\$100	
Marker/Monument Permit		\$40**	
Certification of Cemetery Lots		\$10	
Trading or Resale of Cemetery Lots		\$25	
Copy of Lot Ownership When Original Deed Is Lost		\$10	

*\*Monday thru Friday/Weekend and Holiday Rates*

*\*\*A permit for a government-issued Veteran's flush-mounted foot marker is required, by the permit fee will be waived for the foot marker. The fee will apply to government-issued headstones.*

**Grave lots are no longer available in Cherry Hill and Brownhill Cemeteries.**

Prices are for the hours of 8 a.m. - 5 p.m. For grave opening/closing before 8 AM and after 5 PM, add \$50 per grave. Wait time will be billed at the rate of \$50 per hour when the funeral director does not comply with the scheduled closing time as indicated on the "Request for Opening/Closing Grave".

## City of Washington Cemetery Information

### CEMETERY FEE SCHEDULE

#### LOTS & SPACES:

There is an additional \$250.00 Perpetual Care Fee added to each plot sold.

Standard Plot	\$682.50 (+\$250.00 = \$932.50)
Baby	\$315.00 (+\$250.00 = \$565.00)
Cremation	\$315.00 (\$250.00 = \$565.00)

#### OPENING & CLOSING:

On weekday closings after 4pm, there is an additional \$75.00 charge.

	Weekday before 4:00 pm	Weekday after 4:00 pm	Weekend/City Holiday
Spaces	\$600.00	\$900.00	\$1,200.00
Baby *	\$250.00	\$375.00	\$450.00
Cremains/Mausoleum	\$300.00	\$450.00	\$600.00

## Town of Ayden Cemetery Information

### CEMETERY FEE SCHEDULE

#### LOTS & SPACES:

Plot - Single grave, resident within city limits	\$450
Plot - Single grave, resident outside city limits but on Ayden Utilities	\$550
Plot - Single grave, nonresident	\$750

#### OPENING & CLOSING:

<b>Standard Burial</b>	<b>Cremation Burial</b>
Weekdays (before 4pm): \$350	Weekdays (before 4pm): \$125
After 4pm/Weekends/Holidays: \$425	After 4pm/Weekends/Holidays: \$150

## **Farmville Cemetery Information**

### **Sale of Cemetery Plots**

Cemetery plot sales for Forest Hills Cemetery, Hollywood Cemetery, Sunset Cemetery are conducted by the Developmental Services Department of the Town of Farmville. Current pricing is \$400 per plot for in town residents and \$850 per plot for out of town residents.

To make arrangements to purchase a plot or for additional questions, call 252-753-5921.

### **Opening and Closing of plots**

Cemetery plots are opened and closed through the Public Works Department. We do require a 48 hour notice. Please contact our office to schedule this service. Current pricing is \$400 for normal business hours and \$500 after hours or holidays. The normal business ours are between 8:00am-4:00pm Monday-Friday.

### **Monuments or Stones**

Prior to installation of any marker at one of the town's cemeteries, you need to contact 252-753-5921 to request a locate. The following fee applies:

- Locates – \$25.00 each

## **Tarboro Cemetery Information**

### CEMETERY FEE SCHEDULE

#### LOTS & SPACES:

Plot - Single grave, resident	\$500.00
Plot - Single grave, non-resident	\$1,500.00

#### OPENING/CLOSING:

Opening and closing is handled by the funeral home so Tarboro does not have any associates fees

## Rocky Mount Cemetery Information

### Fees

- One grave space: \$900.00
- Two grave spaces: \$1650.00
- Four grave spaces: \$3000.00
- Eight grave spaces: \$5700.00

### Burial Fees

<b>Resident Rates</b>	<b>Non-City Resident Rates</b>
Weekdays before 4:00pm: \$750.00	Weekdays before 4:00pm: \$1000.00
Weekdays after 4:00pm: \$900.00	Weekdays after 4:00pm: \$1150.00
Saturday and Sunday: \$1100.00	Saturday and Sunday: \$1350.00

Holidays observed by the city: closed

Burial fees (Less than 4 feet and includes cremations)

<b>Resident Rates</b>	<b>Non-City Resident Rates</b>
Weekdays before 4:00pm: \$400.00	Weekdays before 4:00pm: \$575.00
Weekdays after 4:00pm: \$550.00	Weekdays after 4:00pm: \$675.00
Saturday and Sunday: \$750.00	Saturday and Sunday: \$875.00

Holidays observed by the city: closed

## City of Kinston Cemetery Information

CEMETERY FEE SCHEDULE (Effective 07-01-10)

### LOTS & SPACES

	Westview Cemetery	Southview Cemetery
Single Space	\$935.00	\$625.00
2-Grave Lot (10x10)	\$1,565.00	\$1,035.00
5-Grave Lot (20x10)	\$3,125.00	\$2,075.00
Lots over 200 sq ft. (per sq. ft)	\$19.00	n/a

### OPENING & CLOSING FEES

	Weekday before 4:00 pm	Weekday after 4:00 pm	Weekend/City Holiday
Spaces	\$625.00	\$775.00	\$900.00
Baby *	\$325.00	\$380.00	\$525.00
Cremaains/Mausoleum	\$240.00	\$280.00	\$355.00

\* For caskets of not more than three (3) feet in length, the price shall be one-half the amount above provided no burial vault is used. If using a burial vault, full price shall apply

## New Bern Cemetery Information (Effective 07/01/20 & Revised 03/23/21)

### CEMETERIES: (Code Sections 18-26 and 18-32)

### FEES

#### Opening/Closing:

Weekdays before 4pm, adult	\$500 resident/\$700 nonresident
Weekdays before 4pm, infant/cremations/mausoleum	\$250 resident/\$400 nonresident
Weekdays after 4pm and weekends, adult	\$575 resident/\$900 nonresident
Weekdays after 4pm and weekends, infant/cremations/mausoleum	\$300 resident/\$450 nonresident
Holidays, adult	\$650 resident/\$950 nonresident
Holidays, infant/cremations/mausoleum	\$425 resident/\$525 nonresident
Wait time per hour (for noncompliance for "before 4pm" services that extend beyond 4pm)	\$150 resident/\$250 nonresident

#### Grave/Lot Sales - New Bern Memorial Cemetery:

Plot - Single grave, resident	\$600
Plot - Single grave, nonresident	\$900
Plot - 4-Grave lot, resident	\$1,850
Plot - 4-Grave lot, nonresident	\$2,750
Plot - Infant grave, resident	\$100
Plot - Infant grave, nonresident	\$275
Plot - Mausoleum, resident	\$3,500
Plot - Mausoleum, nonresident	\$5,250
Plot - Cremations, resident	\$200
Plot - Cremations, nonresident	\$350
Transfer or resale of Cemetery license	\$25

\*This schedule of Fees and Charges establishes most of the fees and charges for services offered by the City of New Bern. It does not contain or establish all fines and penalties for violations of city code provisions, nor does it contain rates and charges for the provision of city utility services. In many instances, it will be necessary to refer to specific city code provisions, or to a specific utility rate-setting ordinance in order to determine when a fee, charge, rate or fine is to be imposed. For ease of reference, citations to applicable city code provisions are provided.

## **Wilkerson Funeral Home Cemetery Information**

### CEMETERY FEE SCHEDULE

#### LOTS & SPACES

Interior plot	\$975 - \$1150
Sidewalk plot	\$1,520

#### OPENING & CLOSING

Standard grave opening w/out tent	\$975.00
Standard grave opening w/ tent	\$1,150.00
Cremation opening	\$325.00



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

**Presenter:** Chief Ryan Willhite, Winterville Police.

**Item to be Considered**

**Subject:** Revisions to Junked Vehicle Ordinance-Update and Recommendations.

**Action Requested:** None.

**Attachment:** None.

**Prepared By:** Terri L. Parker, Town Manager

**Date:** 10/7/2021

**ABSTRACT ROUTING:**

TC: 10/7/2021

TM: 10/7/2021

Final: tjp - 10/7/2021

**Supporting Documentation**

Chief Willhite will give an update on the status of Staff's work as we continue to determine whether revisions are necessary to the Town's Junked Vehicle Ordinance.

**Budgetary Impact:** TBD.

**Recommendation:** NA.



**Town of Winterville  
Town Council  
Agenda Abstract**

**Item Section:** Old Business

**Meeting Date:** October 11, 2021

**Presenter:** Ryan C. Willhite, Chief of Police

**Item to be Considered**

**Subject:** Myrtle Street Parking.

**Action Requested:** Approval of final ordinance.

**Attachment:** Proposed Ordinance 21-O-103.

**Prepared By:** Ryan C. Willhite, Chief of Police

**Date:** 10/4/2021

**ABSTRACT ROUTING:**

TC: 10/5/2021

TM: 10/5/2021

Final: tjp - 10/6/2021

**Supporting Documentation**

In 2014, the Town Council approved parking restrictions on the east side of Myrtle street to avoid emergency vehicles from not having access due to the narrow road. Although a motion was passed on June 9, 2014, Staff at that time did not draft final ordinance language and execute an official Ordinance. The attached Ordinance language is submitted for final approval.

A report will also be given regarding any illegal parking activity witnessed by Police Staff over the last month and what actions, if any, were taken to address such.

**Budgetary Impact:** None.

**Recommendation:** Approval.

**ORDINANCE NO. 21-O-103**

**ORDINANCE AMENDING CHAPTER 75 OF THE CODE OF ORDINANCES  
OF THE TOWN OF WINTERVILLE, NORTH CAROLINA**

BE IT ORDAINED by the Town Council of the Town of Winterville, North Carolina that Title VII Chapter 75 of the Code of Ordinances of the Town of Winterville is hereby amended as follows:

**CHAPTER 75: PARKING SCHEDULES.**

**SCHEDULE I: PARKING PROHIBITED.**

(A) (1) Parking is prohibited at all times on the following street:

<i>Street</i>	<i>Location</i>	<i>Side</i>	<i>Ord. or Res. No.</i>	<i>Date Passed</i>
Myrtle Street	Between Hammond Street and Boyd Street.	East	21-O-103	10-11-2021

(2) Signage giving notice of parking restrictions shall be erected.

(1992 Code, Chapter 75, Sch. I)

This Ordinance shall be effective upon adoption.

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

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

ATTEST:

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