



**SAMPSON COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
April 3, 2017**

6:00 pm Convene Regular Meeting (County Auditorium)
Invocation and Pledge of Allegiance
Approve Agenda as Published

Tab 1 Reports and Presentations

- a. Introduction of New Human Resources Director 1
- b. Recognition of Retirees 2

Tab 2 Planning and Zoning 3 - 12

- a. CZ-3-17-1 Conditional Zoning Request to Rezone 3.0 Acres Located at the Intersection of North Salemburg Highway (Hwy 242) and High House Road from RA-Residential Agriculture to CZC-Conditional Zoning Commercial District **Maps (10-11)**
- b. RZ-3-17-1 Request to Rezone 56 Acres Located Along Autry Highway from RA-Residential Agriculture to C-Commercial **Map (12)**

Tab 3 Action Items

- a. Public Hearing – Closeout of Community Development Block Grant-Economic Development (CDBG-ED) Project 13-E-2640 13 - 14
- b. Public Hearing – Amendment to Prior Ordinance Establishing Planning Board 15 - 21
- c. Public Hearing – Amendment to Animal Control Ordinance 22 - 26
- d. Public Hearing – Amendment to the Sampson County Ordinance Regulating Emergency Medical Service and Granting of Franchises for Convalescent Transport Service 27 - 42
- e. Sampson Community College – Request for County to Serve as Co-Applicant for Economic Development Administration (EDA) Grant Funding 43 - 54
- f. Emergency Management – Request to Participate in Hazard Mitigation Grant Programs 55 - 58
- g. Award of Bid for Disaster Debris Removal 59 - 61
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 - EMS Franchise Ordinance Committee
 - Southeastern Economic Development Commission (SEDC)

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OUR PUBLIC CHARGE

The Board of Commissioners pledges to the citizens of Sampson County its respect. The Board asks its citizens to likewise conduct themselves in a respectful, courteous manner, both with Board members and fellow citizens. At any time should any member of the Board or any citizen fail to observe this public charge, the Chair (or presiding officer) will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair (or presiding officer) will recess the meeting until such time that a genuine commitment to this public charge is observed. All electronic devices such as cell phones, pagers, and computers should please be turned off or set to silent/vibrate.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 1(a)

Meeting Date: April 3, 2017 Information Only Public Comment
 Report/Presentation Closed Session
 Action Item Planning/Zoning
 Consent Agenda Water District Issue

SUBJECT: Introduction of New Human Resources Director

DEPARTMENT: Administration

PUBLIC HEARING: No

CONTACT PERSON: Edwin W. Causey, County Manager

PURPOSE: To formally introduced the newly hired Human Resources Director

ATTACHMENTS: None

BACKGROUND: As part of the Board's strategic implementation of the salary study, a portion of one of our budget reduction proposals was allocated to establish a much-needed Human Resources Department. After a comprehensive application and interview process, we have hired Nancy Pearson Dillman as the County's new Director of Human Resources.

Ms. Dillman has lived and worked in Sampson County for nearly all her life. A career educator with Masters degrees in Guidance and Counseling and School Administration, Ms. Dillman retired from Clinton City Schools after serving as Assistant Superintendent for Human Resources.

Ms. Dillman joins the Sampson County team officially on April 13, 2017. After the Manager's introduction, Ms. Dillman may wish to offer some comments.

RECOMMENDED ACTION OR MOTION: Welcome Ms. Dillman as Human Resources Director

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 1(b)

Meeting Date: April 3, 2017

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|-------------------------------------|---------------------|--------------------------|----------------------|
| <input type="checkbox"/> | Information Only | <input type="checkbox"/> | Public Comment |
| <input checked="" type="checkbox"/> | Report/Presentation | <input type="checkbox"/> | Closed Session |
| <input type="checkbox"/> | Action Item | <input type="checkbox"/> | Planning/Zoning |
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Water District Issue |

SUBJECT: Recognition of Retirees

DEPARTMENT: Governing Body

PUBLIC HEARING: No

CONTACT PERSON: Vice Chairperson Sue Lee

PURPOSE: To recognize County employees for their dedicated service

ATTACHMENTS: None

BACKGROUND: Retirees as of March 2017:

LeAnn Honeycutt (Administration): August 1982 - March 2017

Vickie Mattocks (Communications): November 1994 - March 2017

RECOMMENDED ACTION OR MOTION: Present retirees with a County plaque in recognition of their years of service to the County

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 2 (a-b)

Meeting Date: April 3, 2017

| | | | |
|-------------------------------------|---------------------|-------------------------------------|----------------------|
| <input type="checkbox"/> | Information Only | <input checked="" type="checkbox"/> | Public Comment |
| <input type="checkbox"/> | Report/Presentation | <input type="checkbox"/> | Closed Session |
| <input checked="" type="checkbox"/> | Action Item | <input checked="" type="checkbox"/> | Planning/Zoning |
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Water District Issue |

SUBJECT: Planning Issues

DEPARTMENT: Clinton-Sampson Planning and Zoning

PUBLIC HEARING: Yes

CONTACT PERSON: Mary Rose, Planning Director

PURPOSE: To consider actions on planning and zoning items as recommended by Planning Board

ATTACHMENTS: Planning Staff Memorandum; Minutes; Maps

BACKGROUND:

- a. **CZ-3-17-1** Planning staff will review a conditional zoning request to rezone approximately 3.0 acres located at the intersection of North Salemburg Highway (Hwy 242) and High House Road from RA-Residential Agriculture to CZC-Conditional Zoning Commercial District. The Planning Board has heard certain findings of fact (as shown in attached documents) and determined that the request was consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged. Based upon these findings, the Planning Board unanimously recommended **approval** of the rezoning request and the adoption of a zoning consistency statement.
- b. **RZ-3-17-1** Planning staff will review a request to rezone approximately 56 acres located along Autry Highway from RA-Residential Agriculture to C-Commercial. The Planning Board has heard certain findings of fact (as shown in attached documents) and determined that the request was consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged. Based upon these findings, the Planning Board unanimously recommended **approval** of the rezoning request and the adoption of a zoning consistency statement.

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RECOMMENDED
ACTION OR
MOTION:

- a. Motion to approve rezoning request CZ-3-17-1, accepting the presented findings of fact and making the following zoning consistency statement:
Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Board of Commissioners does hereby find and determine that the recommendation of the ordinance amendment CZ-3-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.

- b. Motion to approve rezoning request RZ-3-17-1, accepting the presented findings of fact and making the following zoning consistency statement:
Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Board of Commissioners does hereby find and determine that the recommendation of the ordinance amendment RZ-3-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.



Clinton-Sampson Planning Department

227 Lisbon Street

Post Office Box 199

Clinton, North Carolina 28329

(910) 299-4904 (T) - (910) 592-4261 (F)



To: Ed Causey, County Manager
From: Mary M. Rose, Planning Director
Subject: March 20, 2017 Sampson County Planning and Zoning Board Meeting -
County Board of Commissioners April 3, 2017 Agenda Item
Date: March 21, 2017

The following requests were addressed by the Planning and Zoning Board at their March 20, 2017 meeting:

CZ-3-17-1 - A conditional zoning request by Derwood Spell, Jr. to rezone approximately 3 acres located at the intersection of North Salemburg Highway (Hwy 242) and High House Road from RA-Residential Agriculture to CZC-Conditional Zoning Commercial District was unanimously recommended by the Planning Board with the below findings of fact and zoning consistency statement. (see attached location map)

Findings of Fact:

1. Derwood Spell has signed the conditional zoning application as the owner of the property.
2. Derwood Spell, Jr. has signed the conditional zoning application as the applicant.
3. This conditional zoning will include approximately 3 acres as shown on the attached location map and site plan.
4. The property is currently zoned RA-Residential Agriculture District. (see attached site map)
5. This property is located at the intersection of North Salemburg Highway (Hwy 242) and High House Road. The properties to the north, south, east and west are zoned RA-Residential Agriculture District.
6. The applicant is proposing to develop the property for retail sales/convenient store.
7. The applicant is proposing to install two driveways. The first driveway will be along NC 242 and will be approximately 160' from the intersection of NC 242 and High House Road. The second driveway will be along High House Road and will be approximately 100' from the intersection of NC 242 and High House Road. The NC Department of Transportation has recommended the driveway along NC 242 be a minimum of 150' from the intersection and the driveway along High House Road be a minimum of 100' from the intersection. See attached site plan which exhibits proposed driveways locations, building location, and gas pump locations.
8. The applicant proposes to operate the business from 6:00 am to 9:00 pm, Monday through Saturday and operate on Sundays from 7:00 am to 7:00 pm.
9. In section 1 of the Sampson County Land Use Plan, economic growth and commercial activities are encouraged at locations with access to major thoroughfares such as Highway 242.
10. All adjacent property owners within 100' have been notified by mail and the property has been posted.

Zoning Consistency Statement:

Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment CZ-3-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.

RZ-3-17-1 - A rezoning request by James Starling to rezone approximately 56 acres located along Autry Highway from RA-Residential Agriculture to C-Commercial was unanimously recommended by the Planning Board with the below findings of fact and zoning consistency statement. (see attached location map)

Findings of Fact:

1. James Starling has signed the rezoning application as the owner of the property under consideration.
2. This rezoning will include approximately 56 acres as shown on the location map.
3. The property is currently zoned RA-Residential Agriculture. (see attached site map)
4. This property is located along Autry Highway. The properties adjoining to the north, south, east, and west are zoned RA-Residential Agriculture.
5. In Section 1 of the Sampson County Land Use Plan, economic growth and commercial activities are encouraged at locations with access to major thoroughfares such as NC 24.
6. All adjacent property owners within 100' have been notified by mail and the property has been posted.

Zoning Consistency Statement:

Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment RZ-3-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.

Please contact my office with any additional questions or comments.

attachments

cc: Susan Holder, Assistant County Manager

MINUTES OF THE SAMPSON COUNTY
PLANNING AND ZONING BOARD

Meeting Date
March 20, 2017

Members Present
Ann Naylor
Sherri Smith
Steve Parker
Nancy Blackman
Clayton Hollingsworth
Debra Bass
Andrew Jackson

Members Absent

Minutes Approved

Upon a motion by Sherri Smith and seconded by Steve Parker, the minutes of the February 20, 2017 meeting were unanimously approved as presented by the Board.

Prior to presenting the cases, Mary Rose, Planning Director informed the board of the need to nominate and elect a Planning Board Chair, due to the fact Gary Mac Herrings term had ended and a new Board member had been appointed by the County Board of Commissioners. Ann Naylor as Vice Chair called for nominations for the Chair position.

Nancy Blackman nominated Ann Naylor for the Chair position with the motion seconded by Clayton Hollingsworth and unanimously approved by the Board.

Ann Naylor nominated Clayton Hollingsworth for the Vice Chair position with this motion seconded by Nancy Blackman and unanimously approved by the Board.

CZ-3-17-1

A conditional zoning request by Derwood Spell, Jr. to rezone approximately 3 acres located at the intersection of North Salemburg Highway (Hwy 242) and High House Road from RA-Residential Agriculture to CZC-Conditional Zoning Commercial District. (See attached location map and site plan)

Staff presented the following findings of fact for consideration by the Planning Board:

1. Derwood Spell has signed the conditional zoning application as the owner of the property.
2. Derwood Spell, Jr. has signed the conditional zoning application as the applicant.
3. This conditional zoning will include approximately 3 acres as shown on the attached location map and site plan.
4. The property is currently zoned RA-Residential Agriculture District. (see attached site map)
5. This property is located at the intersection of North Salemburg Highway (Hwy 242) and High House Road. The properties to the north, south, east and west are zoned RA-Residential Agriculture District.
6. The applicant is proposing to develop the property for retail sales/convenient store.
7. The applicant is proposing to install two driveways. The first driveway will be along NC 242 and will be approximately 160' from the intersection of NC 242 and High House Road. The second driveway will be along High House Road and will be approximately 100' from the intersection of NC 242 and High House Road. The NC Department of Transportation has recommended the driveway along NC 242 be a minimum of 150' from the intersection and the driveway along High House Road be a minimum of 100' from the

intersection. See attached site plan which exhibits proposed driveways locations, building location, and gas pump locations.

8. The applicant proposes to operate the business from 6:00 am to 9:00 pm, Monday through Saturday and operate on Sundays from 7:00 am to 7:00 pm.
9. In section 1 of the Sampson County Land Use Plan, economic growth and commercial activities are encouraged at locations with access to major thoroughfares such as Highway 242.
10. All adjacent property owners within 100' have been notified by mail and the property has been posted.

Zoning Consistency Statement:

Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment CZ-3-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.

As an adjoining property owner, Mr. Wayne Spell of 5565 North Salemburg Highway expressed his concerns related to the increase in traffic. Mr. Spell informed the board there had been numerous accidents at this intersection in the past, he was concerned with the small turn radius for transfer trucks, and was concerned over the lack of turn lanes for both directions of traffic along North Salemburg Highway. Ann Naylor informed Mr. Spell the board appreciated his information and participation and prior to any permits being issued for the development, the applicant would have to meet all NCDOT requirements and obtain applicable driveway permits from NCDOT.

Mr. Jackson asked the applicant what his plans were in addressing protection of the scenic quality of North Salemburg Highway (Hwy 242) as described in the Sampson County Land Use Plan as being designated as a scenic route in North Carolina? Mr. Derwood Spell informed the board he intends for this convenience store to be a cornerstone for the community and his grandparents had operated a store at this location in the past.

DECISION. Andrew Jackson moved to recommend approval of this request as presented with the recommended findings of fact, proposed hours of operation, installation of driveways meeting NCDOT requirements, and zoning consistency statement, the motion was seconded by Clayton Hollingsworth and unanimously approved by the Board.

Ayes: Unanimous

RZ-3-17-1

A rezoning request by James Starling to rezone approximately 56 acres located along Autry Highway from RA-Residential Agriculture to C-Commercial. (See attached location map)

Staff has prepared the following findings of fact for consideration by the Planning Board:

1. James Starling has signed the rezoning application as the owner of the property under consideration.
2. This rezoning will include approximately 56 acres as shown on the location map.
3. The property is currently zoned RA-Residential Agriculture. (see attached site map)
4. This property is located along Autry Highway. The properties adjoining to the north, south, east, and west are zoned RA-Residential Agriculture.
5. In Section 1 of the Sampson County Land Use Plan, economic growth and commercial activities are encouraged at locations with access to major thoroughfares such as NC 24.
6. All adjacent property owners within 100' have been notified by mail and the property has been posted.

Zoning Consistency Statement:

Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment RZ-3-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.

DECISION. After Board discussion, Nancy Blackman moved to recommend approval of RZ-3-17-1 with the above referenced findings of fact and zoning consistency statement. The motion was seconded by Andrew Jackson and unanimously approved by the Board.

Ayes: Unanimous

There being no further business, the meeting was adjourned at 7:00 p.m.

Chairman

Secretary

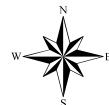
CZ-3-17-1 Derwood Spell N Salemburg Highway



Proposed Properties



Properties Owners Within 100 Feet



CZ-3-17-1 Derwood Spell N Salemburg Highway



Proposed Building Location



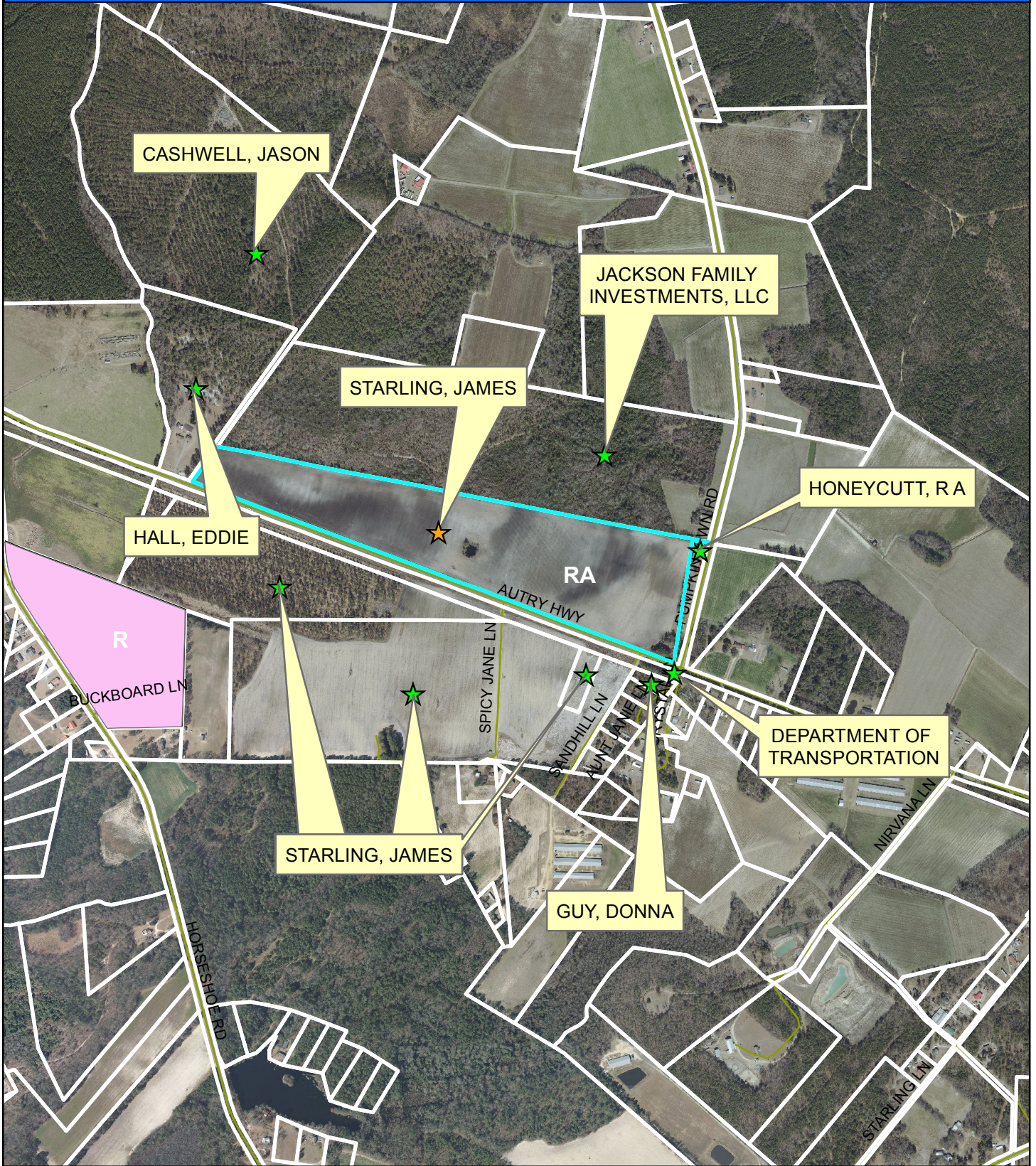
Gas Pump Locations



NCDOT Recommended
Driveway Locations

Applicant Signature

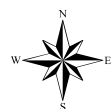
RZ-3-17-1 James Starling Autry Highway



Proposed Properties



Properties Owners Within 100 Feet



**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (a)

| | | | |
|---------------|---------------|---|--|
| Meeting Date: | April 3, 2017 | <input type="checkbox"/> Information Only | <input checked="" type="checkbox"/> Public Comment |
| | | <input type="checkbox"/> Report/Presentation | <input type="checkbox"/> Closed Session |
| | | <input checked="" type="checkbox"/> Action Item | <input type="checkbox"/> Planning/Zoning |
| | | <input type="checkbox"/> Consent Agenda | <input type="checkbox"/> Water District Issue |

SUBJECT: Public Hearing – Closeout of Community Development Block Grant-Economic Development (CDBG-ED) Project 13-E-2640

DEPARTMENT: Economic Development

PUBLIC HEARING: Yes

CONTACT PERSON: Skip Green, Consultant
John Swope, Economic Development Director

PURPOSE: To hold required public hearing regarding the closeout of the community block grant project that assisted in the construction of the elevated water tank at the I-40/NC 403 interchange

ATTACHMENTS: Public Hearing Notice

BACKGROUND: A public hearing is required for the closeout of the community development block grant project (CDBG-ED Project 13-E-2640) which provided funding for the construction of the elevated water tank and 12” and 16” water main improvements to serve the I-40/NC 403 interchange and its first business Enviva Pellets Sampson, LLC. One hundred percent of the grant funds have been expended for contracts with Caldwell Tanks (500,000-gallon tank) and Herring-Rivenbark (water mains), and Enviva has met their hiring commitments.

The Chairman should open the hearing and call upon consultant Skip Green who will discuss the CDBG funding and hearing requirements. Economic Development Director John Swope will be on hand for project-related questions. The floor should then be opened for comments from the public.

RECOMMENDED ACTION OR MOTION: Hold required public hearing; no other action required

NOTICE OF PUBLIC HEARING

Sampson County will hold a Close-out Public Hearing on its Community Development Block Grant - Economic Development (CDBG-ED) Project 13-E-2640 that assisted in the construction of a 500,000-gallon elevated water storage tank and a 12" and 16" inch water main. These water improvements serve the I-40/NC 403 interchange and its first business Enviva Pellets Sampson, LLC (Enviva). Proposed and actual project activities follow.

CDBG-ED Project Activity

Proposed Construction

500,000 gallon elevated water storage tank
5,500 LF of 12-inch water main

Actual Construction

500,000 gallon elevated water storage tank
6,140 of 12-inch and 16-inch water main

Enviva proposed to create 79 new jobs as a result of this project of which 60% of the positions would be filled by persons having low/moderate incomes prior to employment. The Company's has met its hiring commitment with a 60% low/moderate hiring benefit.

Sampson County will conduct a Public Hearing on April 3, 2017 at 6:00 PM, at the Sampson County Auditorium, 435 Rowan Road, Clinton, North Carolina. The purpose of this hearing is to receive citizen comments on the above described CDBG-ED project. Written comments received prior to the opening of the public hearing will be considered. Written comments may be sent to Susan J. Holder, Clerk to the Board, 406 County Complex Road, Clinton, North Carolina 28328.

This information is available in Spanish or any other language upon request. Please contact Susan J. Holder, Clerk to the Board, at (910) 592-6308 or at County Manager's Office, Sampson County Administration Building, 406 County Complex Road, Clinton, North Carolina 28328 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, Susan J. Holder, Clerk to the Board, at (910) 592-6308 or at County Manager's Office, Sampson County Administration Building, 406 County Complex Road, Clinton, North Carolina 28328 póngase en contacto con de alojamiento para esta solicitud.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (b)

Meeting Date: April 3, 2017

| | | | |
|-------------------------------------|---------------------|-------------------------------------|----------------------|
| <input type="checkbox"/> | Information Only | <input checked="" type="checkbox"/> | Public Comment |
| <input type="checkbox"/> | Report/Presentation | <input type="checkbox"/> | Closed Session |
| <input checked="" type="checkbox"/> | Action Item | <input type="checkbox"/> | Planning/Zoning |
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Water District Issue |

SUBJECT: Public Hearing - Amendment to Prior Ordinance Establishing Planning Board

DEPARTMENT: Legal/ Administration

PUBLIC HEARING: Yes

CONTACT PERSON: Joel Starling, County Attorney

PURPOSE: To hold public hearing to receive comments on adoption of an amendment to the previous ordinance establishing planning board

ATTACHMENTS: Ordinance Amendment; Hearing Notice

BACKGROUND: Staff and the County Attorney periodically have need to review existing ordinances to provide clarity and to ensure they remain timely. This becomes especially important as the County works toward codification of all its ordinances in the future.

The County Attorney will review the proposed amendment to the previous ordinance establishing the planning board before the Chairman opens the floor for comments.

RECOMMENDED ACTION OR MOTION: Receive public comments presented; adopt amendment to the previous ordinance establishing the planning board

**THE BOARD OF COMMISSIONERS OF
SAMPSON COUNTY, NORTH CAROLINA**

**AN ORDINANCE TO AMEND A PRIOR ORDINANCE ESTABLISHING
THE SAMPSON COUNTY PLANNING BOARD**

WHEREAS, the Sampson County of Board of Commissioners (“Board”), being the duly-constituted governing body of Sampson County (“County”), a body politic and corporate and political subdivision of the State of North Carolina (“State”) created by act of the North Carolina General Assembly (“General Assembly”), finds that a Planning Board is essential for the proper exercise of the planning and development regulation powers granted to the counties by the State in Chapter 153A, Article 18 of the North Carolina General Statutes (“General Statutes”) or (“G.S.”) and necessary for the promotion of the public health, safety, morals, and general welfare of the citizens of the County; and

WHEREAS, the Board is authorized under G.S. 153A-321 to establish a Planning Board by local ordinance for the purposes set forth in Chapter 153A, Article, and on July 2, 2007, the Board adopted such an Ordinance, entitled An Ordinance Establishing the Sampson County Planning Board (the “Ordinance”); and

WHEREAS, the Board may pursuant to G.S. 153A-323 amend the Ordinance; and

WHEREAS, the Board finds that in order to best promote the public health, safety, morals, and general welfare of the citizens of the County and the planning and regulation development objectives set forth in Chapter 153A, Article 18 of the General Statutes, it is necessary to amend the Ordinance as more particularly set forth below;

THEREFORE, BE IT ORDAINED that Ordinance is hereby amended as follows:

Section 100. MEMBERSHIP. The Planning Board shall consist of seven members appointed by the Board of Commissioners. Each member shall be a resident of Sampson County ~~residing in an area subject to the jurisdiction of any of the County’s planning, zoning, subdivision or development ordinances.~~ In addition to the appointed members, the Zoning Administrator or designated assistant shall be an ex-officio, non-voting member of the Planning Board and shall attend all meetings for the purpose of providing technical assistance when requested by the Planning Board. The County manager shall also be an ex-officio, non-voting member of the Board.

Section 200. TERMS OF OFFICE. Two of the initial members shall be appointed for a term expiring December 31, 2007. Two of the initial members shall be appointed for a term expiring December 31, 2008. Three of the initial members shall be appointed for a term expiring December 31, 2009. Upon the expiration of these initial terms, all terms shall be for three years. A member may only be appointed for two consecutive terms, after which he or she shall be ineligible for reappointment for one year. For purposes of reappointment, a partial term *of more than eighteen months shall be regarded the same as a full term, whereas a partial term of less than eighteen months shall not be considered a term for purposes of the two consecutive term limit set forth*

above. Any member's term of office shall continue until such time as his or her successor is appointed and takes *the oath of office*.

Section 300. REMOVAL FROM OFFICE. An appointed member ~~shall~~ *may* be removed from office *upon a majority vote of the Board of Commissioners* for any of the following causes:

(1) Absence from any four meetings during a calendar year unless such absence has been excused by ~~the Chairman of the Planning Board or the remaining members of the Planning Board~~ *a majority of the members of the Planning Board only upon a showing of good cause* with the reason ~~therefore~~ *constituting good cause* being entered in the minutes of the ~~proceeding~~ *Planning Board for each of the meetings* from which such member was absent.

(2) Knowing participation in the consideration of any matter brought before the Planning Board under circumstances that would violate the constitutional rights of any person to an impartial decision maker.

(3) *Violation of any statute, regulation, ordinance, policy or other provision of law governing the conduct of members of local planning boards.*

(4) Conviction of any crime that is classified as a Class 1 or Class 2 misdemeanor, *with the exception of violations of offenses codified in Chapter 20 of the General Statutes which do not constitute crimes of moral turpitude*, or a felony under the laws of North Carolina or the equivalent thereof if such conviction is under the laws of another state or ~~the federal government of the United States~~.

(5) Engaging in personal conduct that is detrimental to the reputation or integrity of the Planning Board.

(6) Any other cause for which there is a legal basis for removal from office under the statutory or common law of North Carolina *or the United States*.

Section 400. OFFICERS. Officers for the Planning Board shall be selected as follows:

Subsection 401. CHAIRMAN AND VICE-CHAIRMAN. The Planning Board shall elect a Chairman and Vice-Chairman from its appointed membership *by majority vote of the members of the Board*. The Chairman shall preside at all meetings of the Board, appoint members to committees, decide all points of procedure ~~unless otherwise directed by a majority vote of the Board members present~~, and perform such other duties as may be ordered by *a majority vote of the Planning Board*. The Vice-Chairman shall preside as Chairman at all meetings where the Chairman is not present. In the event that *the* Office of the Chairman becomes vacant, the Vice-Chairman shall succeed to that office for the *remainder of the unexpired two-year term set forth below*. *In the event that the Vice-Chairman is required to fill such a vacancy in the Office of the Chairman, the members of the Board shall appoint a successor Vice-Chairman by majority vote, and said successor Vice-Chairman shall succeed to that office for the remainder of the unexpired two-year term set forth below.* ~~These~~ *The Offices of the Chairman and the Vice-Chairman shall be for terms of two years with elections for the Offices of Chairman and Vice-Chairman to be held*

at the first meeting of the Planning Board in each even numbered year. The Chairman and Vice-Chairman shall be eligible to serve successive terms without limitation, *other than those more general term limitations set forth in Section 200 above.*

Subsection 402. SECRETARY. A Secretary shall be appointed by the County Manager, either from within or outside the Planning Board's membership, to hold office during the term of the Chairman and/or until a successor Secretary shall have been appointed. The Secretary shall be eligible for reappointment for successive terms without limitation, *other than those more general term limitations set forth in Section 200 above in the event that the Secretary is from within the Planning Board's membership.* The Secretary, subject to the direction of the Chairman and the Board, shall keep all records, shall conduct all correspondence of the Board, and shall generally supervise the clerical work of the Board. If the Secretary is chosen from outside the membership of the Board, he or she shall not be eligible to vote upon any matter.

Section 500. COMPENSATION. Appointed members of the Planning Board shall be compensated for each meeting attended in an amount established by the Sampson County Board of Commissioners in the County's annual budget ~~each year~~. This compensation is to be paid in one lump sum amount at the end of the County's fiscal year.

Section 600. POWERS AND DUTIES. The powers and duties of the Planning Board shall be as follows:

Subsection 601. DUTIES AUTHORIZED BY G.S. 153A-321. The Planning Board shall perform the following duties:

- (1) Make studies of the county and surrounding areas;
- (2) Determine objectives to be sought in the development of the study area;
- (3) Prepare and adopt plans for achieving these objectives;
- (4) Develop and recommend policies, ordinances, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;
- (5) Advise the Board of Commissioners concerning the use and amendment of means for carrying out plans;
- (6) Exercise any functions in the administration and enforcement of various means for carrying out plans that the Board of Commissioners may direct;
- (7) Perform any other related duties that the board of commissioners may direct.

Subsection 602. SUPPLEMENTAL POWERS AUTHORIZED BY G.S. 153A-322. The Planning Board, with the concurrence of the Board of Commissioners, shall have those supplemental powers authorized by G.S. 153A-322, at such times and in such circumstances as the Board of Commissioners may direct.

Subsection 603. DUTIES RELATED TO ZONING MATTERS. The Planning Board shall initiate proposals for amendment of the Sampson County zoning ordinance based on its studies and the comprehensive plan, *as that term is defined in the county's zoning ordinance*, and shall recommend such proposed amendments to the Board of Commissioners.

Subsection 603. DUTIES RELATED TO SUBDIVISION REGULATION. The Planning Board shall initiate proposals for amendment of the Sampson County subdivision regulations based on its studies and the needs of the County, and shall recommend such proposed amendments to the Board of Commissioners. The Planning Board shall review and make recommendations to the Board of Commissioners concerning all proposed major subdivisions and any other matters as set forth in the subdivision regulations.

Subsection 605. BOARD OF ADJUSTMENT. The Planning Board is hereby designated as the Sampson County Board of Adjustment and is vested with all the powers and authority of and shall perform the duties of the Board of Adjustment pursuant to and in accordance with G.S. 153A-345.

Subsection 606. FURTHER POWERS AND DUTIES. The Planning Board shall have such further powers incidental and necessary to perform any duties which it may perform pursuant to Article 18 of Chapter 153A of the General Statutes.

Subsection 607. BYLAWS AND PROCEDURES. The Planning Board shall have *the* authority to adopt bylaws and procedures consistent with this ordinance and applicable law, *provided that said bylaws and procedures must be approved by the Board of Commissioners.*

Subsection 608. COMMITTEES. The Planning Board shall have authority to establish any committees under such terms and conditions as it deems necessary or prudent to assist the Board in conducting any of its duties.

Section 700. MEETINGS. All meetings of and hearings conducted by the Planning Board shall be held in Sampson County at such time and place as established by the Planning Board and in accordance with the Open Meeting laws of North Carolina.

Section 800. MINUTES. Minutes, records, or accounts of all meetings of the Planning Board shall be prepared and maintained permanently. All minutes, records, and accounts of such meetings shall be open for public inspection.

Section 900. CONFLICT WITH LAWS AND ZONING ORDINANCE. *To the extent that any provision of this Ordinance conflicts with any state or federal statute or regulation or the County's zoning ordinance, the statute or zoning ordinance shall control.*

Section 900-1000. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its adoption.

THIS ORDINANCE ADOPTED BY UNANIMOUS CONSENT OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS AT A REGULAR MEETING AFTER HAVING BEEN DULY ADVERTIZED, AS REQUIRED BY LAW, THE 3RD DAY OF APRIL, 2017.

SAMPSON COUNTY BOARD OF COMMISSIONERS

By: _____
CLARK WOOTEN,
Chairman

Attest:

By: _____
SUSAN J. HOLDER,
Secretary

PUBLIC HEARING NOTICE AMENDMENT TO PRIOR ORDINANCE ESTABLISHING PLANNING BOARD

The Sampson County Board of Commissioners will hold a public hearing on Monday, April 3, 2017 at 6:00 p.m. or as soon as possible thereafter regarding the adoption of an ordinance to amend a prior ordinance establishing the Sampson County Planning Board. Proposed amendments provide language clarity and update the ordinance with regard to membership. The hearing will be held in the County Auditorium, 435 Rowan Road in Clinton. Copies of the proposed changes can be viewed in the Office of the County Manager, 406 County Complex Road, between the hours of 8 am and 5 pm, Mon-Fri.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (c)

Meeting Date: April 3, 2017

| | | | |
|-------------------------------------|---------------------|-------------------------------------|----------------------|
| <input type="checkbox"/> | Information Only | <input checked="" type="checkbox"/> | Public Comment |
| <input type="checkbox"/> | Report/Presentation | <input type="checkbox"/> | Closed Session |
| <input checked="" type="checkbox"/> | Action Item | <input type="checkbox"/> | Planning/Zoning |
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Water District Issue |

SUBJECT: Public Hearing - Amendment to Animal Control Ordinance

DEPARTMENT: Legal/Administration

PUBLIC HEARING: Yes

CONTACT PERSON: Joel Starling, County Attorney

PURPOSE: To hold public hearing to receive comments on adoption of amendments to the previously adopted Animal Control Ordinance

ATTACHMENTS: Ordinance Amendments; Hearing Notice

BACKGROUND: Staff and the County Attorney periodically have need to review existing ordinances to provide clarity and to ensure they remain timely. This becomes especially important as the County works toward codification of all its ordinances in the future.

The County Attorney will review the proposed amendment to the previously adopted Animal Control Ordinance, recommended to ensure conformity with the rabies control measure regulations recently adopted by the Board of Health. The Chairman should then open the floor to receive any public comment.

RECOMMENDED ACTION OR MOTION: Receive public comments presented; adopt amendments to the Animal Control Ordinance

**AMENDMENT TO
ANIMAL CONTROL ORDINANCE OF SAMPSON COUNTY**

WHEREAS, the Board of Commissioners (the “Board”) of Sampson County (the “County”) adopted an Animal Control Ordinance (the “Ordinance”) on or about April __, 2008, and unanimously voted to amend in certain respects on two prior occasions, at its April 7, 2014 regular meeting and its May 5, 2014 regular meeting, after duly advertising and conducting public hearings prior to each such regular meeting; and

WHEREAS, the National Association of Public Health Veterinarians (“NASPHV”) has recently developed new national guidelines for rabies postexposure management of dogs and cats which it has published in the Compendium of Animal Rabies Prevention and Control, 2016 (the “Compendium”); and

WHEREAS, the North Carolina Division of Public Health (“DPH”) has promulgated a Model Rule for Postexposure Management of Dogs and Cats (the “Model Rule”) based upon the recommendations contained in the NASPHV Compendium and has recommended that the State’s local boards of health adopt the Model Rule pursuant to their rulemaking authority to adopt by reference any code, standard, rule or regulation which has been adopted by any agency of the State, another state, any agency of the United States, or by a generally recognized association pursuant to N.C. Gen. Stat. § 130A-39; and

WHEREAS, the County’s Board of Health has adopted the Model Rule on October 17th, 2016 pursuant to its rule-making authority under N.C. Gen. Stat. § 130A-39; and

WHEREAS, the Board finds that in order to best promote the public health, safety, and general welfare of the citizens of the County and to ensure uniformity among the rules promulgated by the County Board of Health and the Ordinance, it is necessary to amend the Ordinance in part;

THEREFORE, BE IT ORDAINED that Subsection (k) of Article IV, Section 1-40 of the Ordinance is hereby amended as follows:

Article IV Rabies Control and Bite:

Section 1-40 Rabies Control:

- k. Animals exposed to Rabies.
 - 1. ~~If the County Health Director determines that an animal has not been vaccinated against Rabies at least twenty eight (28) days prior to being exposed to Rabies from a suspected rabid animal, the animal shall be immediately euthanized unless the owner or keeper agrees to strict isolation of the animal at a veterinary hospital for a period of six (6) months at the owner’s or keeper’s expense.~~

- ~~2. If the County Health Director determines that an animal with a current Rabies vaccination has been exposed to Rabies from a suspected rabid animal, it shall be revaccinated and returned to the owner or keeper who shall be responsible for the cost of the Rabies vaccination.~~
1. If the County Health Director determines that an animal with a current Rabies vaccination has been exposed to Rabies from a suspected rabid animal, the animal shall receive immediate veterinary care with a rabies booster dose within ninety-six (96) hours of exposure at the owner or keeper's expense, and its owner or keeper shall be required to keep the animal under a forty-five (45) day observation period.
2. If the County Health Director determines that an animal that has never been vaccinated against Rabies has been exposed to Rabies from a suspected rabid animal, the animal shall be euthanized unless the owner or keeper of the animal agrees to provide the animal with immediate veterinary care with a rabies booster dose within ninety-six (96) hours of exposure at the owner or keeper's expense and quarantine the animal for a period of four (4) months.
3. If the County Health Director determines that an animal that has at least one prior valid Rabies vaccination certificate but is overdue with appropriate Rabies documentation has been exposed to Rabies from a suspected rabid animal, the animal shall receive immediate veterinary care with a rabies booster dose within ninety-six (96) hours of exposure at the owner or keeper's expense, and its owner or keeper shall be required to keep the animal under a forty-five (45) day observation period.
4. If the County Health Director determines that an animal that is overdue with appropriate Rabies documentation and has no documentation of prior rabies vaccination has been exposed to Rabies from a suspected rabid animal, the animal shall be euthanized unless the owner or keeper of the animal agrees to provide the animal with immediate veterinary care with a rabies booster dose within ninety-six (96) hours of exposure at the owner or keeper's expense and quarantine the animal for a period of four (4) months or the owner or keeper of the animal agrees to provide the animal with immediate veterinary care and prospective serologic monitoring; if the serologic monitoring yields evidence of prior vaccination, the owner or keeper of the animal shall be required to keep the animal under a forty-five (45) day observation period; if the serologic monitoring yields no evidence of prior

vaccination, the owner of keeper of the animal must quarantine the animal for a period of four (4) months in lieu of euthanasia.

THIS AMENDMENT TO THE ANIMAL CONTROL ORDINANCE OF SAMPSON COUNTY WAS ADOPTED BY UNANIMOUS CONSENT AT A REGULAR MEETING OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS AFTER HAVING BEEN DULY ADVERTIZED, AS REQUIRED BY LAW, THE 3RD DAY OF APRIL, 2017.

SAMPSON COUNTY BOARD OF COMMISSIONERS

By: _____
CLARK WOOTEN,
Chairman

Attest:

By: _____
SUSAN J. HOLDER,
Secretary

PUBLIC HEARING NOTICE AMENDMENT TO ANIMAL CONTROL ORDINANCE

The Sampson County Board of Commissioners will hold a public hearing on Monday, April 3, 2017 at 6:00 p.m. or as soon as possible thereafter regarding the adoption of an amendment to the Sampson County Animal Control Ordinance. The proposed amendments update the ordinance to ensure conformity with the rabies control measure regulations recently adopted by the Sampson County Board of Health. The hearing will be held in the County Auditorium, 435 Rowan Road in Clinton. Copies of the proposed changes can be viewed in the Office of the County Manager, 406 County Complex Road, between the hours of 8 am and 5 pm, Mon-Fri.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (d)

| | | |
|-----------------------------|---|--|
| Meeting Date: April 3, 2017 | <input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda | <input checked="" type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input type="checkbox"/> Planning/Zoning <input type="checkbox"/> Water District Issue |
|-----------------------------|---|--|

SUBJECT: Public Hearing - Amendment to the Sampson County Ordinance Regulating Emergency Medical Service and Granting of Franchises for Convalescent Transport Service

DEPARTMENT: Legal/Administration

PUBLIC HEARING: Yes

CONTACT PERSON: Joel Starling, County Attorney
 Ronald Bass, EM Director

PURPOSE: To hold public hearing to receive comments on adoption of amendments to the Ordinance Regulating Emergency Medical Service and Granting of Franchises for Convalescent Transport Service

ATTACHMENTS: Ordinance Amendments; Hearing Notice

BACKGROUND: Staff and the County Attorney periodically have need to review existing ordinances to provide clarity and to ensure they remain timely. This becomes especially important as the County works toward codification of all its ordinances in the future.

The County Attorney will review the proposed amendments to the ordinance regulating the granting of franchises for convalescent transport. As you recall from previous meetings and the planning session, the County is seeking an ambulance service provider to replace Johnson Ambulance Service, and in preparation for receiving applications from potential franchisees, the ordinance has been reviewed and amendments recommended by EM Director Ronald Bass and our attorney. The Chairman should then open the floor to receive any public comment.

RECOMMENDED ACTION OR MOTION: Receive public comments presented; adopt recommended changes to the Ordinance Regulating Emergency Medical Service and Granting of Franchises for Convalescent Transport Service

SAMPSON COUNTY ORDINANCE REGULATING EMERGENCY MEDICAL SERVICE AND GRANTING OF FRANCHISES FOR CONVALESCENT TRANSPORT SERVICE

Sampson County does hereby adopt the following ordinance pursuant to the provisions of Chapter 153A of the North Carolina General Statutes. That this ordinance shall govern the granting of franchises for ambulance service and other pre-hospital emergency medical services within the geographical bounds of Sampson County.

That upon adoption of this ordinance the previous ordinance heretofore adopted in 1968 [after a public hearing held on February 5, 1968] is rescinded in its entirety.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Sampson County, in regular meeting assembled and following a duly advertised public hearing held on the 18th day of August, 1997, that:

I. DEFINITIONS. As used in this ordinance, unless the context clearly indicates another or different meaning or intent, the following definitions shall be applicable.

[a] The term “ambulance” means any privately or publicly owned motor vehicle, aircraft, or vessel that is specially designed, constructed, or modified and equipped and is intended to be used for and is maintained or operated for the transportation of persons who are sick, injured, wounded, or otherwise incapacitated or helpless over or upon the streets or highways, waterways or airways of this State.

[b] ~~The term “ambulance attendant” means an individual who has completed a training program in emergency medical care and first aid approved by the North Carolina Department of Human Resources and who has been certified as an ambulance attendant by the Department of Human Resources, Office of Emergency Medical Services.~~

[c] The term “emergency medical technician” means an individual who has completed a training program in emergency medical care at least equal to the National Standard Training Program For Emergency Medical Technicians as defined by the United States Department of Transportation and has been certified as an emergency medical technician by

the State of North Carolina Office of Emergency Medical Service.

- [d] The term “ambulance provider” means an individual, firm, corporation or association who engage in the business or service of transporting patients in an ambulance.
- [e] The term “approved” shall mean approved by the North Carolina Medical Care Commission pursuant to the latter’s rules and regulations promulgated under N.C. General Statutes 143B-165.
- [f] The term “secondary ambulance provider” shall mean the system of personnel and equipment meeting the same criteria as a primary ambulance provider, but not normally dispatched on first call response.
- [g] The term “committee” shall mean the Sampson County Emergency Medical Services Committee.
- [h] The term “county” shall mean the County of Sampson Board of Commissioners or its designated representative.
- [i] The term “telecommunicator” shall mean a person who is available at all times to receive requests for emergency services, to dispatch emergency services, and to advise local law enforcement agencies, and fire departments and emergency medical facilities of any existing or threatened emergency.
- [j] The terms “emergency” and “emergency transportation service” shall mean the use of an ambulance, its equipment and personnel to provide medical care and transportation of a patient who is in need of immediate medical treatment in order to prevent loss of life or further aggravation of physiological damages or physiological illness or injury.
- [k] The term “first responder” shall mean an organization with personnel trained in emergency medical care that is dispatched to the scene of a medical emergency for the primary purpose of providing emergency medical assistance to a patient until the ambulance and additional medical aid arrives.
- [l] The term “franchise” shall mean a permit issued by the County to a person for the operation

of an ambulance service, rescue squad or first responder unit.

- [m] The term “franchisee” shall mean any person having been issued a franchise by the County for the operation of an ambulance service, rescue squad or first responder unit.
- [n] The term “license” shall mean any driver’s license or permit to operate a motor vehicle issued under or granted pursuant to the laws of the State of North Carolina.
- [o] The term “non-emergency transportation service” shall mean the operation of an ambulance for any purpose other than transporting emergency patients.
- [p] The term “operator” shall mean a person in actual physical control of an ambulance which is in motion or which has the engine running.
- [q] The term “owner” shall mean any person or entity who owns an ambulance.
- [r] The term “patient” shall mean an individual who is sick, injured, wounded, or otherwise incapacitated or helpless to the end that the need for some medical assistance might be anticipated while being transported to or from a medical facility.
- [s] The term “person” shall mean any individual, firm, partnership, association, corporation, company, group of individuals, or other like legal entity, acting together for a common purpose, or an organization of any kind, including any governmental agency other than the United States.
- [t] The term “rescue” shall mean situations where the victim cannot escape an area through the normal exit or under his/her own power.

II. FRANCHISE REQUIRED.

- [a] No person either as owner, agent or otherwise, shall furnish, operate, conduct, maintain, advertise or otherwise be engaged in or profess to be engaged in the business or service of emergency and/or non-emergency transportation of patients within the County of Sampson unless the person holds a valid permit for each ambulance used in such business or service issued by the North Carolina Department of Human Resources, Office of Emergency Medical Services, and has been granted a franchise for the operation of such business or

service by the County pursuant to this Ordinance.

[b] No person shall drive an ambulance, attend a patient in an ambulance, or permit an ambulance to be operated when transporting a patient within the County of Sampson unless that person holds a currently valid certificate as an ~~ambulance attendant~~, emergency medical technician, EMT-D, EMT-Intermediate, EMT-Advance Intermediate or EMT-Paramedic issued by the North Carolina Department of Human Resources, Office of Emergency Medical services.

[c] No person, either as owner, agent or otherwise, shall furnish, operate, conduct, maintain, or otherwise be engaged in or profess to be engaged in the business or service of providing rescue services or first responder services unless they have been granted a franchise for the operation of such business or service by Sampson County, all pursuant to this Ordinance.

[d] No franchise shall be required for:

[1] Any entity operated from a location or headquarters outside of the County in order to transport patients who are picked up beyond the limits of the County when that transport is to any facility which is located within the geographical boundaries of the County, or to pick up patients within the County for transporting to locations outside the County; but no such entity shall be used to pick up patients within the County for transporting to locations within the County or other locations unless that entity is rendering assistance to a franchised ambulance service in the case of a major catastrophe, mutual aid situation or emergency in which the services franchised by the County are insufficient or unable to cope; or,

[2] Ambulances owned and operated by an agency of the United States government.

III. APPLICATION FOR AMBULANCE FRANCHISE. Application for a franchise to operate ambulances in the County shall be made by the ambulance provider upon such forms as may be prepared or prescribed by the County and shall contain, in the minimum, the following:

- [1] The name and address of the ambulance provider and the owner of the ambulance[s].
- [2] The trade or other fictitious name[s], if any, under which the applicant does business, together with a certified copy of an assumed name certificate duly filed as required by law, or articles of incorporation establishing such name in corporate form.
- [3] A resume of the training and experience of the applicant in the transportation and care of patients.
- [4] A full description of the type and level of service to be provided, including the location of the place or places from which that service is intended to operate, the manner in which the public will be able to obtain assistance and how the vehicles will be dispatched through that service.
- [5] An compiled financial statement of the applicant as the same pertains to its operation, in such form and such detail as may be required by the County. These statements should show a comparison of the last two fiscal years of operations. At a minimum, the following statements should be included: Balance Sheet, Profit and Loss Statement and Statement of Cash Flow.
- [6] A list of radio frequencies the applicant is authorized to operate on, along with a copy of the FCC license[s] in the name of the person providing the service.
- [7] A description of the applicant's capability to provide twenty-four hour coverage, seven days per week, for the district covered by the franchise applied for, and an accurate estimate of the minimum and maximum times for a response to emergency calls within that district.
- [8] Any additional information that the County shall deem reasonably necessary for a fair determination of the capability of the applicant to provide services in the County in accordance with the requirements of law and the provisions of this Ordinance.
- [9] The Franchisee shall provide Franchisor a background check for all employees performing services in the County of Sampson reasonably required by Franchisor and permitted by law.

IV. GRANTING OF FRANCHISES.

- [1] Prior to accepting applications for the operation of an ambulance service, the County may designate specific service areas as franchise districts. Such districts will be established using criteria that include, but are not necessarily limited to, geography size, road access, the location of existing medical transportation service, population density, and response time. The County shall further have the authority to redistrict or rearrange existing districts at any time at its discretion.
- [2] An applicant may apply for a franchise to operate either emergency transportation service or non-emergency transportation service, or both. If both types of services are to be provided, separate applications must be filed for each type.
- [3] Upon receipt of an application for a franchise, the County shall schedule a time and place for hearing the applicant. Within thirty [30] days next following that hearing, the County shall cause such investigation as it may deem necessary to be made relative to the applicant and his/her proposed operations. A reasonable extension of time to complete such investigation shall be granted should the County deem an extension necessary.
- [4] A franchise may be granted if the County finds that:
 - [a] The applicant shows a reasonable effort to meet state standards and such other standards as may be outlined in this franchise ordinance.
 - [b] The proposed service will fit within the existing service so as not to adversely affect the level of service or operations of other franchisees to render service.
 - [c] A need exists for the proposed service in order to improve the level of ambulance services available to residents of the County and that this is a reasonable and cost effective manner of meeting that need.

V. TERM OF FRANCHISE.

- [1] The County may issue a franchise hereunder to an ambulance provider which shall be valid for such term as may be determined by the County, provided always that either party, at its option,

may terminate that franchise upon sixty [60] days prior written notice to the other party. After a notice of service termination is given, the ambulance provider may reapply for a franchise if continued service is desired.

- [2] Upon suspension, revocation, or termination of a franchise granted hereunder, such franchised ambulance service, rescue squad or first responder unit shall immediately cease operations. Upon suspension, revocation, or termination of an attendant's certification or emergency medical technician certification, such person[s] shall cease to provide medical care, directly or indirectly, with an ambulance service. Upon the suspension, revocation, or termination of a driver's license, such person[s] shall cease to drive an ambulance. The franchisees shall not permit any such individual to drive an ambulance without a valid driver license. The franchisees shall not permit any such individual to provide medical care without a valid certification.
- [3] Each franchised ambulance service shall, at all times, comply with the requirements of this Ordinance and such other requirements as may be set out in the franchise granted hereunder. Full compliance shall always be had with any applicable state and/or local laws relating to health, sanitation, safety, equipment, ambulance design and all other laws and ordinances that might be applicable to the service presented pursuant to the franchise.
- [4] Prior approval by the County shall be required where ownership or control of more than ten percent [10%] of the right of control of a franchisee is acquired by a person or group of persons acting in concert, none of whom own or control ten percent [10%] or more of such right of control, singularly or collectively, at the date of the franchise application or issuance. By its acceptance of the franchise, the franchisee specifically agrees that any such acquisition occurring without prior approval of the County shall constitute a material and substantial violation of the franchise and shall be cause for termination of that franchise, at the option of the County.
- [5] Any change of ownership of a franchised ambulance service without the approval of the County

shall result in immediate termination of the franchise and shall, in and of itself, require the filing of a new application for the issuance of a new franchise. The term “change of ownership” as contemplated by this section, shall mean any change of ownership, however small the percentage of change may be.

[6] Any change in the level of service offered by a franchisee without the prior approval of the County shall, in and of itself, terminate that franchise and shall require a new application and new franchise, all pursuant to the terms of this ordinance.

[7] No franchise may be sold, assigned, mortgaged, pledged or otherwise transferred without the prior written approval of the County and a finding of conformance with all requirements of this Ordinance as upon original franchise approval.

[8] Each franchised service, its equipment and the premises designated for its use in the application, together with all records relating to its maintenance and operation, shall be open to inspection by the State, the County, or any of their designated representatives, at all times.

[9] The franchise certificate shall be posted in a readily visible public location at the base of operations for the franchised service. No such franchise certificate may be defaced, removed or obliterated.

VI. STANDARDS FOR DRIVERS AND ATTENDANTS.

Standards for drivers and attendants as developed by the North Carolina Medical Care Commission as requirements for certification of ambulance attendants and emergency medical technicians pursuant to Article 7, Chapter 131E-158, and Article 56, Chapter 143 of the General Statutes of North Carolina, and rules and regulations promulgated by the Board of Medical Examiners For Advance Life Support Technicians shall be applied and the same are incorporated herein by reference thereto.

VII. STANDARDS FOR VEHICLES AND EQUIPMENT. Vehicle and equipment standards which are or may be developed by the North Carolina Medical Care Commission pursuant to applicable law shall be applied and the provisions of Article 7, Chapter 131E-157 and Article 56, Chapter 143, of the North

Carolina General Statutes are incorporated herein by reference thereto.

VIII. STANDARDS FOR COMMUNICATIONS.

[1] Each ambulance vehicle shall be equipped with an operational two-way radio capable of establishing good quality voice communications from within the geographic confines of the County to each hospital emergency department in the County in which that ambulance is based. Each ambulance vehicle shall be equipped with a two-way radio communications capability for communications with all hospital emergency departments to which transportation of patients is made on a regular or routine basis anywhere within the State of North Carolina. Each ambulance vehicle shall be equipped with a operational two-way radio capable of establishing good quality voice communications from within the geographic confines of any county in which the ambulance's dispatching agency shall have directed that ambulance to transport patients.

[2] Each ambulance provider shall maintain current authorizations or Federal Communication commission licenses for all frequencies and radio transmitters operated by that provider. Copies of all authorizations and licenses shall be on display and available for inspection as required by Federal Communications Commission Rules and Regulations.

[3] Each base of operations must have at least one [1] open telephone line. All telephone numbers used by that base must be registered with each law enforcement agency and communications center operated or maintained by the County.

[4] Each ambulance shall be dispatched from the County dispatch center or an acceptable and approved alternative.

IX. INSURANCE. No ambulance franchise shall be issued under this Ordinance, nor shall such franchise be valid after issuance, nor shall any ambulance be operated in the County unless the franchisee has at all times in force and effect either insurance coverage issued by an insurance company licensed to do business within the State of North Carolina, or a bond with personal and/or corporate surety for each and every ambulance owned and/or operated by or for that ambulance service which shall provide, at the minimum, liability for payment of damages in the following amounts:

- [a] In the minimum sum of Five Hundred Thousand Dollars [\$500,000.00] for injury to or death of individuals in any incident or accident resulting from a cause for which the owner or operator of said vehicle may be held liable as the result of liability imposed by law, regardless of whether the ambulance was being driven by the owner or the owner's agent; and
- [b] In the minimum sum of One Hundred Thousand Dollars [\$100,000.00] for loss of or damage to the property of another, including but not limited to personal property, in any accident or incident for which the vehicle owner or agent may be liable, as by law provided.
- [c] Written evidence of the insurance required by [a] and [b] above shall be provided to the County at all times during any franchise term, together with a letter from any carrier agreeing to provide a least thirty [30] days prior written notification before cancellation or amendment of any such liability insurance coverages.

X. RECORDS.

- [1] Record of dispatch which shall show the time that a call was received, the time the ambulance was dispatched, the time the ambulance arrived on the scene, the time that the ambulance arrived at its destination, the time that the ambulance was in service, and the time that the ambulance returned to its base.
- [2] Trip records which shall state all information required in Section [a] above in addition to information on a form approved by the County. The trip record shall be so designed as to provide the patient with a copy thereof containing all required information. A copy of the trip record may serve as a receipt for any charges paid.
- [3] Daily report logs which shall be maintained for the purpose of identifying more than one person transported in any one day.
- [4] Driver and attendant check lists and inspection reports which shall list contents and descriptions of operations for each vehicle, which shall be signed by the individual verifying vehicle operations and equipment.

XI. RATES AND CHARGES.

- [1] Each franchise shall submit a schedule of rates to the County for approval and shall not charge more nor less than the approved rates without specific written approval of the County.
- [2] No franchisee shall attempt to collect rates on emergency calls until the patient [singular or plural] has reached the point of destination, has received medical attention and is in a condition to consult with the ambulance service as determined by any attending or consulting physician; but such franchisee may attempt to collect rates with a family or guardian of a patient once that patient is in the process of receiving medical attention following delivery of the patient to his/her point of destination.
- [3] On non-emergency calls, or calls where a person requires transportation to a non-emergency facility, attempts to collect payment may be made before the ambulance actually begins its trip.

XII. ENFORCEMENT. The Sampson County Office of Emergency **Services** shall be the enforcing

agency for the regulations contained within this Ordinance. That Office shall perform the following acts or provide the following services:

- [a] Receive all franchise proposals from potential providers.
- [b] Study each franchise proposal to determine if it conforms to this Ordinance.
- [c] With the approval or disapproval, as the case may be, of the Committee, recommend to the franchise[s] following evaluation of each proposal.
- [d] Inspect the premises, vehicles, equipment and personnel of franchisees to assure compliance with this Ordinance and to perform any other inspections that may be required by the County.
- [e] With the approval of the Committee, recommend to the County the temporary or permanent suspension of a franchise in the event of noncompliance with the terms of this Ordinance and to further recommend the imposition, if justified, of misdemeanor or civil penalties as provided by this Ordinance.

- [f] Create cooperative agreements with other ambulance services so as to insure the continuation of service in a district where an ambulance service franchise might have been suspended under this Ordinance.
- [g] Prepare and deliver such data sheets as may be requested by the Committee or the Sampson County Director of Emergency ~~Management~~ Services.
- [h] Receive complaints, public or otherwise, relative to alleged franchise infractions, review all such complaints with the Committee and obtain any corrective action required after receiving approval of the Committee for such corrective action.
- [i] With the approval of the Committee, recommend improvements to the County the purpose of which is to insure better or enhanced medical care and transportation by franchisees.
- [j] Maintain all records required by this Ordinance and any other applicable County, State, or Federal regulation.
- [k] Perform such of the above functions [a through j] as may be requested by any municipality within the County of Sampson.
- [l] Serve as staff to the Sampson County Emergency Medical Services Committee on all matters pertaining to that Committee.

XIII. MISCELLANEOUS. The County may inspect a franchisee's records, premises and equipment at anytime in order to insure compliance with this ordinance and the terms of any franchise granted hereunder.

XIV. COUNTY EMERGENCY MEDICAL SERVICES ADVISORY COMMITTEE.

[1] There is hereby created the Sampson County Emergency Medical Services Advisory Committee whose membership shall be appointed by the Board.

The Committee shall have the responsibility and duty of advising the Emergency Management Director on matters relating to the enforcement of this Ordinance as specified in Section XIII, infra, and shall develop and recommend for approval to the Board standards of care, policies,

procedures and actions which will maintain and improve the quality of emergency medical services for residents of Sampson County. Providers approved to operate at a level of prehospital care requiring Hospital sponsorship and direction from the ALS Medical Director will also be govern by all applicable rules required by OEMS and the local **Audit and Review** Quality Management Committee.

[2] Membership on the Committee shall consist of the following:

[a] The Administrator of Sampson Regional Medical Center or his/her designee.

[b] A physician selected by the Sampson County Medical Society.

[c] The ALS medical director from Sampson Regional Medical Center.

[d] The Sampson County Communications Center Supervisor.

[e] One representative from County Government [county commissioner, county manager, or their designee].

Add Sampson County Finance Officer

[f] One representative from each franchise provider of ambulance services within the County.

[g] One emergency room nurse selected by the administration of the Sampson Regional Medical Center.

[h] One citizen-at-large from Sampson County.

[i] ~~One educator residing in Sampson County.~~ **Add EMS Operations Chief.**

[j] ~~The Sampson County Emergency Medical Services Director or the Director of Emergency Services~~ **Management** of Sampson County.

Add EMS Training Officer.

All members of the Committee shall have full and equal voting rights on matters to be considered by the Committee with the exception of the following:

[1] Representatives from the franchised providers shall have no voting privileges when the Committee considers matters relating to the granting of franchises and/or reviewing complaints and investigate reports regarding franchised services. Representatives from franchised services shall have full and equal voting rights on all other matters not expressly excluded in this paragraph.

XV. ADDENDUMS TO ORDINANCE. The Board may, through appropriate actions, amend or expand this ordinance to include other emergency departments or agencies, as it may deem necessary.

XVI. EFFECTIVE DATE. ~~This Ordinance shall take effect on the 5th day of June, 2000.~~

Approved first reading May 15, 2000.
Approved second reading June 5, 2000.
Amended Ordinance approved May 2, 2005

KERMIT D. WILLIAMSON-CHAIRMAN OF
THE SAMPSON COUNTY BOARD OF
COMMISSIONERS

Scott T. Sauer, Clerk to the Board

The undersigned Deputy Clerk to the Commissioners of Sampson County, North Carolina, hereby certifies as follows:

A. A regular meeting of the Board of Commissioners was duly held on June 5, 2000, at the place and time established for the Board's regular meetings in Clinton, North Carolina, and the following members were present and absent:

PRESENT: Naylor, Edgerton, Blanton and Bell and McLamb

ABSENT: None

The above were all the Board's members as of such date and all had been duly elected and qualified for office.

B. At such meeting the Board adopted, upon its second reading, an amended Sampson County Ordinance Regulating Emergency Medical Service and Granting of Franchises for Convalescent Transport Services on motion by Commissioner Edgerton, second by Commissioner McLamb, and by a vote of 5 to 0.

C. Such action has not been repealed, revoked, rescinded or amended, and remains in full force and effect as of today.

WITNESS my signature and the official seal of Sampson County, this 8th day of June, 2000.

**PUBLIC HEARING NOTICE
PROPOSED AMENDMENTS TO THE
SAMPSON COUNTY ORDINANCE
REGULATING EMERGENCY MEDICAL
SERVICE AND
GRANTING OF FRANCHISES FOR
CONVALESCENT TRANSPORT SERVICE**

The Sampson County Board of Commissioners will hold a public hearing on Monday, April 3, 2017 at 6:00 p.m. or as soon as possible thereafter regarding proposed amendments to update the Ordinance Regulating Emergency Medical Service and Granting of Franchises for Convalescent Transport Service. The hearing will be held in the County Auditorium, 435 Rowan Road in Clinton. Copies of the proposed changes can be viewed in the Office of the County Manager, ~~406~~⁴⁰² County Complex Road, between the hours of 8 am and 5 pm, Mon-Fri.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (e)

| | | |
|-----------------------------|---|---|
| Meeting Date: April 3, 2017 | <input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda | <input type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input type="checkbox"/> Planning/Zoning <input type="checkbox"/> Water District Issue |
|-----------------------------|---|---|

SUBJECT: Sampson Community College – Request for County to Serve as Co-Applicant for Economic Development Administration (EDA) Grant Funding

DEPARTMENT: Sampson Community College

PUBLIC HEARING: No

CONTACT PERSON: Dr. Paul Hutchins, SCC President
Lisa Turlington, SCC Foundation Director

PURPOSE: To consider serving as co-applicant of College’s application to EDA for grant funding for a welding and metal fabrication building

ATTACHMENTS: President’s Letter of Request, Grant Pre-Application

BACKGROUND: As you may recall from budget presentations, the Community College’s main campus master plan includes a welding and metal fabrication building. The College may be able to capitalize on grant funding that will be available post-Hurricane Matthew if it can demonstrate a nexus between the project scope of work and applicable disaster, demonstrate that the project will foster job creation and promote private investment, and align with a relevant strategic economic development or disaster recovery plan.

Because the costs of operations and maintenance of campus facilities is provided by the County’s annual appropriations, the grant application would require both the College Board of Trustees and the Board of Commissioners be applicants. Grant funding of 80% would be matched by Connect NC bond monies; the County would have no obligation to provide matching funds.

RECOMMENDED ACTION OR MOTION: Authorize County to be co-applicant on Community College’s application for EDA funding

SAMPSON COMMUNITY COLLEGE

A member institution of the North Carolina Community College System

P.O. BOX 318
HIGHWAY 24 WEST
CLINTON, NORTH CAROLINA 28329-0318



Established 1967

Voice (910) 592-8081

Fax (910) 592-8048

March 23, 2017

Edwin W. Causey, County Manager
Sampson County Administrative Office
406 County Complex Road
Clinton, NC 28328

Dear Mr. Causey:

Sampson Community College is seeking grant funding from the U.S. Economic Development Administration for a Welding and Metal Fabrication Building that has been presented to the Board of Commissioners as part of the master plan for the main campus.

The college may qualify for up to 80% of the \$2.3-million-dollar project if we demonstrate a nexus between the project scope of work and applicable disaster; demonstrate that the project will foster job creation and promote private investment; align with a relevant strategic, economic development, or disaster recovery plan; and, demonstrate the incorporation of disaster resiliency. The balance of the cost of the building will be met with the Connect NC Bond money. Local Industry partners are in place to support the project.

Since the costs of operations and maintenance of all campus facilities are provided through annual appropriations from the Sampson County Board of Commissioners to the College's Board of Trustees, the EDA requires both entities be co-applicants.

We respectfully ask that the Sampson County Board of Commissioners agree to sign as a co-applicant with the Sampson Community College Board of Trustees in the application to procure federal funds to support the expansion of our Welding and Metal Fabrication Program. The county will have no obligation to provide matching funds to the project. The full application must be submitted by March 31.

Sincerely,

A handwritten signature in blue ink that reads "Paul Hutchins". The signature is fluid and cursive, with a horizontal line extending to the right.

Paul Hutchins
President

Grant Application Package

| | |
|-------------------------|---|
| Opportunity Title: | FY 2017 Economic Development Assistance Programs • Appl |
| Offering Agency: | Economic Development Administration |
| CFDA Number: | 11.300 |
| CFDA Description: | Investments for Public Works and Economic Development F |
| Opportunity Number: | EDAP2017 |
| Competition ID: | PROPOSAL |
| Opportunity Open Date: | 12/23/2016 |
| Opportunity Close Date: | 12/31/2019 |
| Agency Contact: | Please contact the EDA representative for your state. A complete list of EDA representatives is available on EDA's website at http://www.eda.gov/contact/ |

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name:

Select Forms to Complete

Mandatory

Application for Federal Assistance (SF-424)

ED-900P Proposal for EDA Assistance

Optional

Budget Information for Construction Programs (SF-424C)

Budget Information for Non-Construction Programs (SF-424A)

Attachments

Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here. If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

Sampson Community College

5a. Federal Entity Identifier:

560898811

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Sampson Community College Board of Trustees

* b. Employer/Taxpayer Identification Number (EIN/TIN):

560898811

* c. Organizational DUNS:

0755767510000

d. Address:

* Street1:

PO Box 318

Street2:

* City:

Clinton

County/Parish:

Sampson

* State:

NC: North Carolina

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

28329-0001

e. Organizational Unit:

Department Name:

SCC Foundation

Division Name:

President's

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mrs.

* First Name:

Lisa

Middle Name:

H

* Last Name:

Turlington

Suffix:

Title: Executive Director

Organizational Affiliation:

NC Community College System

* Telephone Number:

910-592-8081

Fax Number:

910-592-8048

* Email:

lturlington@sampsoncc.edu

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

H: Public/State Controlled Institution of Higher Education

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Economic Development Administration

11. Catalog of Federal Domestic Assistance Number:

11.300

CFDA Title:

Investments for Public Works and Economic Development Facilities

*** 12. Funding Opportunity Number:**

EDAP2017

* Title:

FY 2017 Economic Development Assistance Programs • Application submission and program requirements for EDA's Public Works and Economic Adjustment Assistance programs.

13. Competition Identification Number:

PROPOSAL

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Sampson Community College Welding and Metal Fabrication Building

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:
* a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

| | |
|---------------------|---|
| * a. Federal | <input type="text" value="1,750,863.20"/> |
| * b. Applicant | <input type="text" value="0.00"/> |
| * c. State | <input type="text" value="437,715.80"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="0.00"/> |
| * f. Program Income | <input type="text" value="0.00"/> |
| * g. TOTAL | <input type="text" value="2,188,579.00"/> |

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**
 a. This application was made available to the State under the Executive Order 12372 Process for review on
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**
 Yes No
If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**
 ** I AGREE
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:
Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:
* Title:
* Telephone Number: Fax Number:
* Email:
* Signature of Authorized Representative: * Date Signed:



ED-900P – Proposal for EDA Assistance

Please answer all questions completely and accurately and provide a concise narrative statement for each of the questions below. Should you choose to submit the information in a separate document, the proposal narrative should be no more than five (5) pages in length. Please refer to the form instructions for additional information on each section. Applicants are encouraged to contact an EDA representative for assistance in preparing this proposal.

I. All Projects

I.A. General Information

Please identify all applicants for this project:

| | Name | SAM.gov CAGE Code | SAM.gov Registration Expiration Date |
|----------------|---|-------------------|--------------------------------------|
| Lead Applicant | Sampson Community College Board of Trustees | 1H0T8 | 05/26/2017 |
| Co-Applicant 1 | Sampson County Bd. Of Commissioners | | |

I.A.1. Description of applicant and co-applicants

Sampson Community College (SCC), a member of the North Carolina Community College System, is a two-year public comprehensive community college serving Sampson County. The College offers educational programs including college transfer, a number of occupational programs leading to the Associate of Applied Science degree (including nursing and allied health), and a range of focused job and basic employment skills training through the Division of Workforce Development and Continuing Education. Under partnership with the Sampson County and Clinton City Schools, the campus also hosts an early college high school.

The College's main campus is located in Clinton along Hwy 24, a major state highway connecting Fayetteville and Fort Bragg with Jacksonville and Cherry Point Marine Base with the state port of Morehead. The College's 56-acre campus includes over 200,000 sf of instructional and support space. The proposed construction project would be located adjacent to existing buildings designed for occupational training and have access to municipal water and sewer. Consistent with the requirements of the North Carolina General Statute, all ongoing operational and maintenance costs of the building will be provided by the Sampson County Board of Commissioners.

I.A.2. Description of the region

Sampson and Duplin Counties are located in the coastal plain of

southeastern North Carolina. Historically, the region was a principal producer of flu cured tobacco and home to a number of large textile and furniture manufacturing facilities. During the 1990s, with the closure of the remaining manufacturing facilities and the federal tobacco buy out, the county and region underwent dramatic changes in employment and agriculture. Sampson and neighboring Duplin counties are now only second to Iowa in swine production. Though smaller in size and employment than the lost larger textile and furniture manufacturers, the county now includes a growing number of metal fabrication industries including Schindler Elevator, Dubose Nuclear Steel, Dubose Steel, Atlantic Coil, and Hog Slat, a major manufacturer of production equipment for swine producers. (Three of the top four employers in the county are animal production integrators.)

I.A.3. Description of complete EDA project

The project scope of work leverages EDA funds and North Carolina Connect Bond funds to construct a 10,000 sf occupational training facility to support College credit and non-credit training in welding and metal fabrication. (The facility will replace a smaller shop area housed in a 25-year old metal building currently used for welding construction. The facility lacks proper ventilation, adequate instructional space, and cannot be renovated or expanded to adequately support the use of automated and robotic devices.) The facility will be built on the main campus located adjacent to the College's Occupational Building which provides classroom and shop space for instruction in industrial skills and access to a state-of-the-art machine shop and industrial trainers. Industry leaders from Dubose National Energy will help write the curriculum to train workers for the advanced manufacturing jobs for which out-of-state recruitment is currently filling. Industry leaders see a need in training the highly skilled welders to earn certifications to conduct inspections. Adding the certification opportunities will improve earning potential for the local workforce. Expansion of the program to include robotic welding will prepare students to compete in a workforce of highly skilled laborers. Experience with robotic welding will train students to work in other robotic applications in the agribusiness industry. These highly skilled workers will be able to use advance technology to support currently developing needs as well as future needs of industry. They will be part of the shift toward "knowledge jobs" that will pay higher wages.

I.A.4. Need for the project

Regional industries now include a growing number of advanced manufacturing facilities requiring welders and workers skilled in fabricating metal. In addition, production workers in agribusiness need welding skills to maintain equipment and production facilities. This project is a strategic investment in workforce training. One of the threats identified in the regionals CEDS is the aging of the existing metal workers and fear of losing the knowledge, and this project will address that need for two of the key economic clusters in the region: advanced manufacturing and agribusiness. Hog Slat, Dubose National Energy Systems, Smithfield Foods Hog Productions Division, Prestage Farms, Lafayette Farms, F. L. Turlington Lumber Company, Nash Johnson Farms, Robinson and Sons Machines, Inc., and Schindler Elevators have all responded positively to the project and have agreed to sign commitment letters of support. As the college is expanding opportunities to area high school students through career and college

promise, high school students also can pursue occupational training options. Metal working will give students an alternative path to a 2 or 4 year college degree in which they can train for highly skilled and well paid jobs. As the region continues to recover from the effects of Hurricane Matthew, this project will help strengthen the regional economy by contributing to a more diversified and skilled workforce.

I.A.5. Basis of economic distress cited for eligibility

While the project site is Sampson County, Duplin County will be included in the affected region where the 5-year combined per capita money income is 63.44%. The average unemployment rate for the two counties in 2016 was 5.65% with surrounding counties ranging from 5.4-6.5%. The Sampson County labor force of 29,760 and unemployed number of 1,606, Sampson County ranks 62nd in the state. The county's unemployment rates reflected the disruption of the Recession but now mirrors that of North Carolina. The unemployment rate masks underemployment evident in the economic index of families. Over one in five families are identified as living in poverty with surrounding counties exceeding 25%. The history of the coastal plain of North Carolina includes nationally recognized damage from tropical storms and hurricanes (Hazel, Fran, Floyd, and recently, Matthew.) These systems destroyed agricultural crops and animal production facilities which take a number of years to rebuild. Metal working is critical to the reconstruction of lost and damaged buildings and roads. The higher level of training would prepare students to fill jobs supporting repair to the damage to local businesses, farms, and roads that continue to impede commerce in Sampson County. Since the local agribusinesses are especially vulnerable to natural disaster, the training of a highly skilled and diversified workforce will mitigate future impact to local economy qualifying the project for special needs consideration.

I.A.6. Description of documentable impact

The local shortage of skilled welding workers forces Dubose National Energy Systems to hire out of state travel welders at significant expense and inconvenience. Their needs have grown from 8-10 employees 3-4 years ago to 40 people welding every day. Dubose, a local champion, leadership will help plan the program to train for industry needs. Hog Slat hires 8-10 welders a year and has need for the proposed robotic training. Leadership from Prestage Farms, Lafayette Farms, Hog Slat, Smithfield Foods, F.L. Turlington Lumber Company, Robinson and Son Machine Inc., Ezzell Trucking, Schindler Elevator, and Nash Johnson Farms has expressed the need to maintain and train current welding employees of 4-27 people. Turlington Lumber needs about 10% of its workforce to be able to weld and anticipates greater need of welding and metal fabrication workers as we plan to expand and upgrade our facilities. There is a wide range of skill sets and levels needed among our local industries. While Hog Slat might value speed and efficiency, Dubose Energy needs highly skilled precision workers. All have agreed to sign commitment letters. The project will provide an asset that will make the region more resilient and more economically competitive by training a highly skilled workforce.

I.A.7. Funding and cost share matrix

The College requests EDA funding to be used in conjunction with funds provided to SCC from the North Carolina Connect Bond funds. Funds have been allocated to the College by the North Carolina General Assembly under

a formula allocation developed and approved by the North Carolina State Board of Community Colleges. Total Project Cost (estimate) \$ 2,188,579.00 with a request of 80% EDA grant of \$1,750,863.20. NC Connect Bond funds of \$437,715.80 will fund the balance.

I.A.8. Description of any known environmental concerns or public controversy

There is no known public controversy concerning the construction of the training facility. The project will be placed on the College's main campus and require no significant site grading or disruption of services. No known environmental concerns are evident or have been identified on the College's campus.

I.A.9. Have you reviewed and considered the federal regulations that govern EDA awards, including EDA's regulations at 13 C.F.R. Chapter III and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200?

Yes No

II. Construction Projects and Design and Engineering Only Projects

II.A. Property Requirements

II.A.1. Briefly describe plans for the ownership, operation, maintenance and management of project facilities, including any land, improved land, structures, appurtenances thereto, other improvements or personal property.

The College's 63-acre campus is owned in fee simple by the 13-member Sampson Community College Board of Trustees. The institution is a member institution of the North Carolina Community College System and is operated and regulated conforming to state statutes principally described in NCGS 115-D. The facility will be operated, maintained, and managed by the College. Consistent with the requirements of these statutes, the costs of operations and maintenance of all campus facilities are provided through annual appropriations from the Sampson County Board of Commissioners to the College's Board of Trustees.

II.A.2. Will real property or project facilities to be acquired or improved with the EDA investment assistance be owned, operated, managed or maintained by an entity other than the proponent?

Yes (explain below) No

II.A.3. Is or was any real property connected to the proposed project subject to eminent domain proceedings?

Yes (explain below) No

II.B. Environmental Requirements

II.B.1. Briefly describe the project site's physical attributes, including a description of any known sensitive environmental areas.

The proposed site is located on the main campus and does not contain nor impact any known environmentally sensitive areas, contaminated sites, archaeological sites, cultural resources, historical properties or sites on the National Register of Historic Places nor does it impact wetlands.

II.B.2. Attach maps of the project site (such as Google maps or other readily available maps) with project components and beneficiaries clearly indicated.

EDAvIEW.png

Add Attachment

Delete Attachment

View Attachment

II.B.3. Has an Environmental Impact Statement, Environmental Assessment, or other similar analysis been completed for this proposed project or for other activities in the region?

Yes (provide the date/name of organization that completed the analysis) No

Date

Organization Name

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

| COST CLASSIFICATION | a. Total Cost | b. Costs Not Allowable for Participation | c. Total Allowable Costs (Columns a-b) |
|---|---|--|--|
| 1. Administrative and legal expenses | \$ 0.00 | \$ | \$ 0.00 |
| 2. Land, structures, rights-of-way, appraisals, etc. | \$ 0.00 | \$ | \$ 0.00 |
| 3. Relocation expenses and payments | \$ 0.00 | \$ | \$ 0.00 |
| 4. Architectural and engineering fees | \$ | \$ | \$ |
| 5. Other architectural and engineering fees | \$ 0.00 | \$ | \$ 0.00 |
| 6. Project inspection fees | \$ 0.00 | \$ | \$ 0.00 |
| 7. Site work | \$ 155,800.00 | \$ | \$ 155,800.00 |
| 8. Demolition and removal | \$ 25,000.00 | \$ | \$ 25,000.00 |
| 9. Construction | \$ 1,645,009.00 | \$ | \$ 1,645,009.00 |
| 10. Equipment | \$ 169,538.00 | \$ | \$ 169,538.00 |
| 11. Miscellaneous | \$ | \$ | \$ |
| 12. SUBTOTAL (sum of lines 1-11) | \$ 1,995,347.00 | \$ | \$ 1,995,347.00 |
| 13. Contingencies | \$ 193,232.00 | \$ | \$ 193,232.00 |
| 14. SUBTOTAL | \$ 2,188,579.00 | \$ | \$ 2,188,579.00 |
| 15. Project (program) income | \$ 0.00 | \$ | \$ 0.00 |
| 16. TOTAL PROJECT COSTS (subtract #15 from #14) | \$ 2,188,579.00 | \$ | \$ 2,188,579.00 |
| FEDERAL FUNDING | | | |
| 17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share. | Enter eligible costs from line 16c Multiply X <input type="text" value="80"/> % | | \$ 1,750,863.20 |

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (f)

Meeting Date: April 3, 2017

Information Only
 Report/Presentation
 Action Item
 Consent Agenda

Public Comment
 Closed Session
 Planning/ Zoning
 Water District Issue

SUBJECT: Emergency Management - Request to Participate in Hazard Mitigation Grant Programs

DEPARTMENT: Emergency Management/Finance

PUBLIC HEARING: No

CONTACT PERSON: Ronald Bass, EM Director

PURPOSE: To authorize County's participation the Hurricane Matthew Hazard Mitigation Grant Program

ATTACHMENTS: Memorandum

BACKGROUND: The Federal Emergency Management Agency (FEMA) and North Carolina Emergency Management are currently accepting applications for citizens to participate in the post-disaster Hazard Mitigation Grant Program. The grants are used for either acquisition, elevation or reconstruction of homes which were severely damaged or destroyed by Hurricane Matthew. As of time of agenda, Emergency Management had received 15 applications for assistance in these categories.

Because of the grant deadline, the County has already submitted a Letter of Interest indicating that we may wish to participate in the grant project; however, formal approval of our participation is requested.

RECOMMENDED ACTION OR MOTION: Authorize participation in the Hazard Mitigation Grant Program



M E M O R A N D U M :

TO: Mr. Edwin Causey, County Manager
FROM: ^{RB} Ronald Bass, Emergency Management
DATE: March 14, 2017
SUBJECT: **Hazard Mitigation Grant Program (HMGP)**

On October 8, 2017 Hurricane Matthew caused widespread damage to Sampson County. There was severe flooding in the county, thus numerous homes were destroyed. The Federal Emergency Management Agency (FEMA) and North Carolina Emergency Management are currently accepting applications for citizens to participate in the Hazard Mitigation Grant Program (HMGP).

The grant priorities are:

- Acquisition (Buyout): This program requires structures to be removed from acquired property.
The property must be maintained forever as open space.
This is the most permanent type of mitigation.
- Elevation: This program requires raising a structure above base flood elevation plus one foot freeboard.
This is one of the most common mitigation techniques used for retrofitting flood prone properties.
- Reconstruction: This program requires the rebuilding of the structure.

As of March 14, 2017, the Sampson County Emergency Services Office has received ten applications from citizens who wish to participate in the grant program in all three categories.

For the individuals to participate, the County must submit a Letter of Interest (LOI) to NC Emergency Management. If you concur with participation in this project, I would like to ask that it be placed on the agenda for consideration during the Board of Commissioners meeting in April.

mw/RB

Enclosures:

NCEM
Project Grant Application

| | A | B | C | D | E | F |
|----|------------------------|---|----------------|---------------------|----------------------|--------------------------|
| 1 | <i>Applicant Name:</i> | <i>Property Location:</i> | <i>Phone #</i> | <i>Date Mailed:</i> | <i>Date Returned</i> | |
| 2 | Joseph Young | 726 Haromy Church Rd. Clinton NC | 592-7397 | 2/13/2017 | 2/28/2017 | Buy Out |
| 3 | Joe Cain | 935 Moore Bridge Rd. Clinton NC | 592-8206 | 2/13/2017 | 2/24/2017 | Elevation |
| 4 | Steve Davenport | 2258 Lisbon Bridge Rd. Garland NC | 520-0052 | 2/13/2017 | 2/20/2017 | Elevation |
| 5 | Scottie Barnes | 13565 Garland Hwy. Garland NC | 214-5972 | 2/13/2017 | 2/23/2017 | Buy Out |
| 6 | Arnold Norris | 730 Black River Ln. Harrells NC | 910-289-1296 | 2/13/2017 | 2/6/2017 | Buy Out |
| 7 | Tisha Howe | 732 Black River Ln. Harrells | 910-540-3062 | 2/13/2017 | 2/27/2017 | Buy Out |
| 8 | Tisha Howe | 1639 Black River Ln. Harrells | 910-540-3062 | 2/13/2017 | 2/27/2017 | Elevation |
| 9 | Russell House | 1290 S. Salemburg Hwy. Salemburg NC | 305-0743 | 2/13/2017 | 3/16/2017 | Buy Out |
| 10 | | Mailing Address | | | | |
| 11 | | 1899 Laurel Lake Rd. Salemburg NC 28385 | | | | |
| 12 | | | | | | |
| 13 | Jean Autry | 320 West Old Stage Rd. Autryville NC | 990-2888 | 2/15/2017 | 3/1/2017 | Buy Out |
| 14 | | Mailing address | | | | |
| 15 | | P.O. Box 463 Autryville NC | | | | |
| 16 | | | | | | |
| 17 | Angela Weeks | 13664 Garland Hwy. Garland NC 28441 | 910-214-4122 | 2/16/2017 | 3/15/2017 | Buy out/recon./elevation |
| 18 | | Mailing Address | | | | |
| 19 | | P.O. Box 351 Garland NC | | | | |
| 20 | | | | | | |
| 21 | Warren Devane | 4405 Ivanhoe Rd. | 910-282-8751 | 3/2/2017 | 3/9/2017 | Elevation |
| 22 | | Ivanhoe NC 28447 | | | | |
| 23 | | Po Box 42, Ivanhoe NC 28447 | | | | |
| 24 | | | | | | |
| 25 | Willie Herring | 94 Holly Thicket Ln. | 910-284-7921 | 3/2/2017 | | No response |
| 26 | | Mailing Address | | | | |
| 27 | | Po Box 111 | | | | |
| 28 | | Ivanhoe NC 28447 | | | | |
| 29 | | | | | | |
| 30 | | | | | | |

NCEM
Project Grant Application

| | A | B | C | D | E | F |
|----|-------------------------|------------------------------------|--------------|----------|-----------|-------------------|
| 31 | Pearlie Devane | 605 Barnhill Rd. | 910-532-2570 | 3/2/2017 | 3/8/2017 | Reconstruction |
| 32 | | Ivanhoe NC 28447 | | | | |
| 33 | | | | | | |
| 34 | Joel & Vernell Robinson | 6350 Ivanhoe Rd. Ivanhoe NC 28447 | 910-385-4664 | | 3/13/2017 | Reconstruction |
| 35 | Johnathan Weeks | 13644 Garland Hwy Garland NC 28441 | 910-596-7691 | | | Buy Out/Elevation |

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (g)

Meeting Date: April 3, 2017

- Information Only
- Report/Presentation
- Action Item
- Consent Agenda

- Public Comment
 - Closed Session
 - Planning/Zoning
 - Water District Issue
-

SUBJECT: Award of Bid for Disaster Debris Removal

DEPARTMENT: Finance

PUBLIC HEARING: No

CONTACT PERSON: David Clack, Finance Officer

PURPOSE: To award bid for removal of hurricane debris

ATTACHMENTS: Bid Recommendation

BACKGROUND: The Finance Office solicited proposals for removal of disaster debris from seven right-of-way scattered sites and one dump site at Black River Lane. The RFP requested estimates of tonnage and a per ton cost, and three bids were received as noted in the enclosed memorandum. After bid evaluation and consultation with the Department of Public Safety Public Assistance Supervisor, it was determined that the lowest bid was Action Backhoe & Construction since the contract would be paid per actual tons. Therefore, it is recommended that the bid be awarded to Action Backhoe.

RECOMMENDED ACTION OR MOTION: Award bid as recommended to lowest bidder, Action Backhoe, in the amount of \$200 per ton (scattered sites) and \$150 per ton (Black River Lane site)

Memo

To: David Clack, Finance Officer
From: Juanita Brewington, Purchasing & Contracting Officer
Date: March 23, 2017
Re: Disaster Debris Removal Services

Request for Proposals (RFP) were sent out to the fourteen (14) Debris Removal Contractors and the RFP was posted on North Carolina's Historically Underutilized Businesses (HUB) website on February 14, 2017.

This RFP was for Disaster Debris Removal at seven (7) right of way (ROW) scattered sites within the County and for the dump site that was started on property owned by the County on Black River Lane. The RFP requested an estimate on the tonnage and per ton cost for removal for both the ROW scattered sites and the site on Black River Lane.

At the bid opening on March 3, 2017, we received a total of three bids. The bids received were from Action Backhoe & Construction, Russell Enterprises and Step Construction.

The bids were as follows:

| Submitted By: | 7 ROW Scattered Sites | | Black River Lane | |
|-------------------------------|-----------------------|--------------|------------------|--------------|
| | Ton Estimate | Cost per Ton | Ton Estimate | Cost per Ton |
| Action Backhoe & Construction | 26 | \$200 | 150 | \$150 |
| Russell Enterprises | 8 | \$280 | 5 | \$280 |
| Step Construction | No estimate | \$260 | No estimate | \$270 |

In evaluating the bids received and consulting with the North Carolina Department of Public Safety, Public Assistance Supervisor, we determined that the bid from Action Backhoe & Construction was the lowest bid since this contract will be paid according to the actual number of tons dumped at the County Landfill. The Landfill will provide the Contractor with load tickets showing the tonnage which will be provided to the County for payment.

Because of the extreme difference in the estimated number of tons, we have contacted Action Backhoe & Construction and confirmed that it was understood that the Debris Removal would be paid according to the number of actual tons.

We respectfully recommend that the Board award the bid to the vendor with the lowest per ton price (Action Backhoe and Construction). The Sampson County Board of Commissioners reserves the right to accept or reject any part (all or none) of any bid or bids and to award contracts in part or complete. Sampson County Board of Commissioners reserves the right to split the award among multiple contractors as necessary.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3 (h)

Meeting Date: April 3, 2017

| | | | |
|-------------------------------------|---------------------|--------------------------|----------------------|
| <input type="checkbox"/> | Information Only | <input type="checkbox"/> | Public Comment |
| <input type="checkbox"/> | Report/Presentation | <input type="checkbox"/> | Closed Session |
| <input checked="" type="checkbox"/> | Action Item | <input type="checkbox"/> | Planning/Zoning |
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Water District Issue |

SUBJECT: Appointments
DEPARTMENT: Governing Body
PUBLIC HEARING: No
CONTACT PERSON: Vice Chairperson Sue Lee
PURPOSE: To consider appointments to various boards and commissions

EMS Advisory Board (Franchise Committee)

These are the additional committee members who can be appointed pursuant to approved changes to the ordinance. We will still need to appoint an Emergency Room Nurse, once the hospital has made recommendations.

Finance Officer: David Clack
EMS Operations Chief: Erick Herring
EMS Training Officer: Angela Magill

Southeastern Economic Development Commission (SEDC)

Mr. Cary B. Taylor's term expires as of April 1, 2017. He is recommended for reappointment to a four-year term.



SOUTHEASTERN ECONOMIC DEVELOPMENT COMMISSION

Serving Southeastern North Carolina Since 1968

BOARD OF DIRECTORS

Gary Lanier
Chairman
Columbus County

March 15, 2017

Chuck Heustess
Vice Chairman
Bladen County

Mr. Edwin Causey
Sampson County Manager
406 County Complex Road
Clinton, NC 28328

Randall Johnson
Secretary/Treasurer
New Hanover County

Don Hughes
Brunswick County

Dear Mr. Causey:

Amy Cannon
Cumberland County

The term of Mr. Cary B. Taylor, III on the Southeastern Economic Development Commission (SEDC) Board of Directors will expire on April 1, 2017. He has been representing Sampson County serving as a private sector representative on the Commission's full board.

Camell Robinson
Harnett County

Vacant
Hoke County

To ensure that Sampson County has adequate representation on our Board, and that the Commission meets representation requirements imposed by current Federal legislation, we are requesting that your Board of Commissioners renew Mr. Taylor's term to be reappointed for a four-year term that would end on April 1, 2021.

Jackie Newton
Pender County

Martie Butler
Richmond County

Jerry Stephens
Robeson County

Once action has been taken, please notify this office in writing. Should there be questions, please call me at 910.862.6985, Ext. 32. Thank you.

John Swope
Sampson County

Sincerely,

Kevin Patterson
Scotland County

EXECUTIVE DIRECTOR
Pamela H. Bostic

Pamela H. Bostic
Executive Director

Cc: Mr. Cary B. Taylor, III
PO Box 1043
Clinton, NC 28328

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 4

| | | | | |
|--------------------------------|-------------------------------------|---------------------|--------------------------|----------------------|
| Meeting Date: April 3, 2017 | <input type="checkbox"/> | Information Only | <input type="checkbox"/> | Public Comment |
| | <input type="checkbox"/> | Report/Presentation | <input type="checkbox"/> | Closed Session |
| | <input type="checkbox"/> | Action Item | <input type="checkbox"/> | Planning/Zoning |
| | <input checked="" type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Water District Issue |

SUBJECT: Consent Agenda

DEPARTMENT: Administration/Multiple Departments

ITEM DESCRIPTIONS/ATTACHMENTS:

- a. Approve the minutes of the March 6, 2017 meeting
- b. Adopt a resolution proclaiming April as Child Abuse Prevention Month
- c. Adopt a resolution proclaiming April as Public Health Month
- d. Adopt a resolution proclaiming April as County Government Month
- e. Approve the Sampson County Public Library request to declare as surplus certain withdrawn titles and dispose of them pursuant to the Library's Materials Selection Policy
- f. Authorize the execution of the Funding Agreement for Essential Single Family Rehabilitation Loan Pool-Disaster Recovery (ESFRLP-DR) funding and related documents
- g. Authorize the execution of the lease between Sampson County and DHHS for 168 square feet of office space in Health Department
- h. Authorize the execution of the amendment to contract between Sampson County and NC Dept. of Commerce/Rural Economic Development Division for Project Trio
- i. Approve lottery fund applications for Clinton City and Sampson County Schools
- j. Approve tax refunds and releases as submitted
- k. Approve budget amendments as submitted

RECOMMENDED

ACTION OR MOTION: Motion to approve Consent Agenda as presented

The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, March 6, 2017 in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairman Clark Wooten, Vice Chairperson Sue Lee, and Commissioners Albert Kirby Jr. (arrived late – see below), Jerol Kivett and Harry Parker.

The Chairman convened the meeting and called upon Commissioner Kivett for the invocation. Commissioner Parker then led the Pledge Allegiance.

Approval of Agenda

Upon a motion made by Commissioner Kivett and seconded by Commissioner Parker, the Board voted to approve the agenda as published.

Item 1: Reports and Presentations

Recognition of Retirees A service plaque was presented to retiree Deborah Daughtery. Retiree Tincy G. Davis was unable to attend.

Introduction of New 4-H Agent Genny Thompson was introduced as the new 4-H Extension Agent and welcomed by the Board.

Item 2: Planning and Zoning

RZ-2-17-1 Chairman Wooten called the hearing to order and recognized Planning Director Mary Rose who reviewed a request to rezone approximately 22.3 acres located along Roseboro Highway from RA-Residential Agriculture to C-Commercial.

The Chairman opened the floor for comments and the following were received:

Aubrey Crumpler: My name is Aubrey Crumpler and I live on 1389 Underwood Road. I am the only land owner that actually connects to the land in question here. I got out of the Air Force in December of 1994. Discovered this land for sale from Mr. Williams in early 1995. I bought 24.8 acres adjacent to it. My only intentions for that land were to just have a place to go hunt and fish the river. The land lies in between two farmers. I grew up around here in Roseboro. First little change in my lifetime. I mean, not a whole lot is happening there which is kind of how most of us like it. I guess my biggest problem is just the unknown of having commercial land next to me, not knowing what could possibly come, whether its next year or 10 or 20 years from now. I mean you just

don't know. Like I said I have been there for 21 years. I have been verbally told what possibly the intentions are. The intentions that I was told, I honestly don't see why it would even need to be other than the DOT requiring it, but if that is what it's going to be used, I really wouldn't have an issue with that. I don't even know if I am able to say what it is, so I'm not going to. But I still want to know if that land is sold or handed down or whatever might happen in the future. So, it's a little unnerving to think that, you know, for me. I'm settled down. I'm not planning on going anywhere and I just don't want to take the chance of having somebody come in next to me and a lot of traffic in and out. I know that at first there was somebody that was rezoning for solar panels and stuff like that. I mean, stuff like that wouldn't really bother me, you know. I mean, it would affect the aesthetics of me driving home and looking across the fields at the deer and turkeys and stuff like that but still. At the present time, and have been for years, I'm a night worker so I try to sleep during the day. So I don't know what might come in next to me that might hinder that. Like I said, not a whole lot other than just the unknown. I mean if I had a clear cut plan in writing and knew what was going to happen to the land I might not be as oppose to it, but as it stands, I am opposed to it. That's it, I bought the land with no vision or expectation of it ever changing just because of where it's located; its rural Sampson County. That's basically all I have to say. The fact that it would be commercial. I mean a half mile up the road is already an area designated for industrial park, so I wouldn't see the need for that to become commercial to allow industry to come in when there is already an area assigned for that.

Planning Director Mary Rose provided more insight and noted that similar rezoning requests had recently been submitted for the purpose of billboard development and anticipated that more requests would be submitted as the Highway 24 project continues.

Aubrey Crumpler: Just understanding the lay of the land, Hurricane Matthew exposed; I mean I've seen water on that land before but two thirds of the land in question was under 4 to 5 feet of water. So it is a flood zone in the lower part. I don't know how his land is designated, but part of mine is considered wetlands and can't be developed. I just wanted to put that in there. There is a lot of low-lying land. There's probably about 2 to 3 acres that are up high enough, like at the level of where my house is, that it wouldn't flood. But two-thirds of it is flood zone. I don't know if it's designated flood zone, but it definitely does flood.

Vice Chairperson Lee asked for clarification on which property floods.

Aubrey Crumpler: His. Well, actually both of us. I mean the land runs together and drops off at the river. The fence post that the DOT has put along the land while they are doing the road. It flooded on Friday and Saturday. I was out of town and when I came home Sunday afternoon the water was a couple inches from the top of the post on that fence, two-thirds of the way up from the river to Underwood Road.

In response, the Chairman cautioned the Board to be careful with allowing others to speak on the property of another.

The Chairman closed the hearing. Upon a motion made by Chairman Wooten and seconded by Vice Chairperson Lee, the Board voted unanimously to approve conditional rezoning request RZ-2-17-1, accepting the presented findings of fact and making the following zoning consistency statement: *Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment RZ-2-17-1 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located along a major thoroughfare where commercial development is encouraged.*

RZ-2-17-2 Chairman Wooten recognized Planning Director Mary Rose who informed the Board that the request had been withdrawn by the applicant.

RZ-2-17-3 Chairman Wooten called the hearing to order and recognized Planning Director Mary Rose who reviewed a request to rezone approximately .58 acres located at 96 Stone Place from R-Residential to RA-Residential Agriculture. The Chairman opened the floor for comments, and none were received. The Chairman closed the hearing. Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Kivett, the Board voted unanimously to approve rezoning request RZ-2-17-3, accepting the presented findings of fact and making the following zoning consistency statement: *Whereas, in accordance with the provisions of North Carolina General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment RZ-2-17-3 is consistent with the goals and objectives of the Sampson County Land Use Plan for residential growth due to the fact this area is located within a portion of the County designated as a Residential Growth Area in Section 2 of the Sampson County Land Use Plan (Future Land Use Map). This section further identifies appropriate uses for this area would include rural residential development.*

Commissioner Kirby arrived and noted that he had been attending a reception honoring Mr. Dale Johnson.

RZ-2-17-4 Chairman Wooten called the hearing to order and recognized Planning Director Mary Rose who reviewed a request to rezone approximately 33.19 acres located along I-40 and Goshen Church Road from RA-Residential Agriculture to C-Commercial. The Chairman opened the floor for comments, and none were received. The Chairman closed the hearing. Upon a motion made by Commissioner Kivett and seconded by Commissioner Parker, the Board voted unanimously to approve rezoning request RZ-2-17-4, accepting the presented findings of fact and making the following zoning consistency statement: *Whereas, in accordance with the provisions of North Carolina*

General Statute 153A-341, the Sampson County Planning Board does hereby find and determine that the recommendation of the ordinance amendment RZ-2-17-4 is consistent with the goals and objectives of the Sampson County Land Use Plan and other long range planning documents due to the fact this property is located less than a mile from the Suttontown I-40 interchange, a major thoroughfare where commercial development is encouraged.

Mary Rose presented new Planner Jake Palant to the Board.

Planning Board Appointments Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Kirby, the Board voted unanimously to appoint Andy Jackson and Clayton Hollingsworth to the Planning Board.

Item 3: Action Items

Public Hearing – Execution and Delivery of Contract and Deed of Trust and Refinancing of Certain USDA Debt The Chairman opened the public hearing and recognized Finance Officer David Clack who reminded the Board that the public hearing was a mandatory part of the USDA Debt refinancing process and that no action is required. The Chairman opened the floor for comment, and none were received. The Chairman closed the hearing.

Approval of Eagle Scout Project – Installation of AED (Automatic External Defibrillator) at Exposition Center Eagle Scout Candidate Chris Daughtry presented to the Board his project to raise funds to purchase and install an AED (automatic external defibrillator) in an alarmed cabinet at the Sampson County Agri Exposition Center and provide a class to train employees and staff on its use. Mr. Daughtry noted that his objective was to enhance the safety of those attending events at the Agri Exposition Center and discussed his goal of raising \$1,200 - \$1,300. Upon a motion made by Commissioner Kirby and seconded by Commissioner Kivett, the Board voted unanimously to accept Mr. Daughtry's Eagle Scout project.

Approval of Cost Savings Proposal EXP 003 Telephone System Upgrade (VOIP) Exposition Center Director Ray Jordan presented his budget reduction proposal to the Board noting that the proposal, which would require an upgrade to the current telephone system, would result in a savings of \$1,680. Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Kirby, the Board voted unanimously to approve the budget reduction proposal as presented.

Award of Bid for Audit Contract for Fiscal Year Ending June 30, 2017 David Clack reviewed the bid process noting that only three bids had been received as of January 13, 2017; therefore, the Finance Office had extended the response date to February 13, 2017. The Finance Office sent requests for proposals to firms gathered from a list of auditors compiled by the LGC. Current auditor, Thompson, Price, Scott &

Adams, later withdrew their bid leaving bids from Carr, Riggs, & Ingram (\$54,000.00 for FYE 2017; \$55,300.00 for FYE 2018; and \$56,500.00 for FYE 2019) and W. Greene, PLLC. Mr. Clack stated that in reviewing the proposals the lowest responsible bidder was W. Greene, PLLC at an annual cost of \$50,000, and therefore the Finance Office respectfully requested that the Board approve the award of the contract to W. Greene, PLLC for the annual audit for the fiscal year ending June 30, 2017. Upon a motion made by Commissioner Kivett and seconded by Commissioner Parker, the Board voted unanimously to award the bid to W. Greene, PLLC. (Copy filed in Inc. Minute Book ____, Page ____.)

Appointment - Local Emergency Planning Committee (LEPC) Upon a motion by Vice Chairperson Lee and seconded by Commissioner Kivett, the Board voted unanimously to add Lorie Sutton (Dept. of Aging Representative), and appoint Keith Jackson (NCDOT), Mike Rich (SRMC), and David Kinlaw (NCHP) to the Local Emergency Planning Committee.

Appointment - Advisory Board of Older Adults Aging Director Lorie Sutton had requested that the advisory board's name reflect its dual purpose: Advisory Board of Older Adult Services/Home and Community Care Block Grant Committee. Upon a motion by Vice Chairperson Lee and seconded by Commissioner Kirby, the Board voted unanimously to accept the name change, and to remove members Eilene Lewis and Michelle Warren-Coleman as requested, and to appoint Nina Williams to replace Social Services representative Lynn Fields on the Advisory Board of Older Adult Services.

Appointment - EMS Advisory Board (Franchise Committee) Upon a motion by Vice Chairperson Lee and seconded by Commissioner Kivett, the Board voted unanimously to appoint the following:

Administrator of Sampson Regional Center (or designee): Dr. Shawn Howerton, or his designee
ALS Medical Director: Dr. Stephen D. Kelley
911 Center Supervisory: Roberta Parker
Director of Emergency Services: Ronald Bass
County Government: Susan Holder, Assistant County Manager
Citizen at Large: Ray Honrine
Franchise Providers: Jerry Bradshaw (Clinton Rescue); Teddy Blackburn (Garland EMS); Kevin Hall (Roseboro Rescue and EMS); Kelly Blackman (Newton Grove Rescue); Bradley Jackson (Suttontown EMS); Angela Jackson (Clement Rescue); Mark Williams (Vann Crossroads Fire Department); Ark Matthews (Clement Fire Department); Greg Wise (Herring Fire Department); Wayne Lucas (Godwin-Falcon Fire Department)

Item 4: Consent Agenda

Upon a motion made by Commissioner Kivett and seconded by Commissioner Kirby, the Board voted unanimously to approve the Consent Agenda items as follows:

- a. Approved the minutes of the February 6, 2017 meeting
- b. Authorized execution of the agreement between Sampson Community College and Sampson County Emergency Management regarding curriculum and continuing education EMS programs (Copy filed in Inc. Minute Book ____ Page ____.)
- c. Authorized execution of the Funding Agreement for the 2017 Essential Single-Family Rehabilitation Loan Pool housing program (Copy filed in Inc. Minute Book ____ Page ____.)
- d. Declared 2002 Trailblazer VIN# 1GNDSI3S22443871 and 2007 Ford Explorer VIN# 1FMFU16507LA24181 as surplus and authorized transfer of one vehicle of their choice to Autryville Fire Department
- e. Approved a late land use application submitted by Durwood P. and Richard H. Boney (Copy filed in Inc. Minute Book ____ Page ____.)
- f. Approved tax refunds and releases as submitted

| | | |
|-------------|-------------------------------------|----------|
| #7920 | Edith Best Cox | \$121.19 |
| #7877 | S&W Ready Mix | \$113.84 |
| #7906 | Tommy Borders | \$182.67 |
| #7903 | Jessica Atkinson | \$120.96 |
| #7870 | Christopher Dixon | \$141.45 |
| #7883 | Big Blue Store | \$257.37 |
| #7926 | Paramount Foods, Inc. | \$318.89 |
| Tax Release | Springer Eubank DBA: Scotchman *169 | \$177.18 |
| Tax Release | Shri Shakti, LLC | \$413.08 |

- g. Approved budget amendments as submitted

| <u>EXPENDITURE</u> | | <u>Economic Development</u> | | | |
|--------------------|--------|--|-----------------|-----------------|--|
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> | |
| 11449200 | 544000 | Contract services | \$9,000.00 | | |
| 11449200 | 529902 | Building reuse grant pymt | \$171,000.00 | | |

| <u>REVENUE</u> | | | | |
|--------------------|--------|----------------------------|-----------------|-----------------|
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 11034920 | 403602 | State building reuse grant | \$180,000.00 | |

| <u>EXPENDITURE</u> | | <u>Aging</u> | | | |
|--------------------|--|--|-----------------|-----------------|--|
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> | |

| | | | | |
|---------------------------|--------|--|-----------------|-----------------|
| 02558810 | 526200 | FCG – Departmental Supplies | \$8,937.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 02035881 | 408401 | FCG – Donations | \$8,937.00 | |
| <u>EXPENDITURE</u> | | | | |
| | | <u>Social Services</u> | | |
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 13553200 | 568400 | Child Day Care | \$175,220.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 13535320 | 403307 | State Day Care Subsidy | \$175,220.00 | |
| <u>EXPENDITURE</u> | | | | |
| | | <u>CD</u> | | |
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 12551250 | 523900 | Medical Supplies | \$3,000.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 12535125 | 404000 | State Assistance | \$3,000.00 | |
| <u>EXPENDITURE</u> | | | | |
| | | <u>FP</u> | | |
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 12551640 | 523900 | Medical Supplies | \$1,092.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 12535164 | 404000 | State Assistance | \$1,092.00 | |
| <u>EXPENDITURE</u> | | | | |
| | | <u>MH</u> | | |
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 12551630 | 523900 | Medical Supplies | \$3,500.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 12535163 | 404000 | State Assistance | \$3,500.00 | |
| <u>EXPENDITURE</u> | | | | |
| | | <u>PHPR</u> | | |
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 12551920 | 531100 | Travel | \$1,100.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 12535192 | 404000 | State Assistance | \$1,100.00 | |
| <u>EXPENDITURE</u> | | | | |
| | | <u>WIC</u> | | |
| <u>Code Number</u> | | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
| 12551670 | 526201 | Dept Supplies Equipment | \$1,400.00 | |

| | | | | |
|-----------------------|--------|--------------------------|-----------------|-----------------|
| 12551670 | 529700 | Lab Supplies | \$500.00 | |
| 12551670 | 526200 | Department Supplies | \$600.00 | |
| 12551670 | 544000 | Contract Services | \$1,526.00 | |
| <u>REVENUE</u> | | | | |
| <u>Code Number</u> | | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 12535167 | 404000 | State Assistance | \$4,026.00 | |

- Approved Clinton City Schools Amendment No. 4 (State); Approved Clinton City Schools Amendment No. 5 (State)

Item 5: Board Information

The Board was provided with the following items for information only:

- Scheduling Cooperative Extension Service Annual Report to the People (May 15, 2017)

County Manager Reports

Because the County Manager had lost his voice due to sickness, Assistant County Manager Susan Holder addressed Item 5 (a), informing the Board of Cooperative Extension’s Annual Report to the People was tentatively scheduled for May 15, 2017 at 6 p.m. pending the Board’s approval. Secondly, she informed the Board of an invitation from the NC Department of Transportation to the dedication of the Gold Star Highway Project. Lastly, Ms. Holder reminded the Board to schedule their 2017 health and wellness screenings as are required for employees.

Public Comments

The floor was opened for comments, and none were received.

Closed Session

Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Kivett, the Board voted unanimously to go into Closed Session pursuant to GS 143-318.11 (a)(5), Acquisition of Property. In Closed Session, the Board discuss potential acquisition of property adjacent to the Exposition Center. The Board returned to Open Session; no action was taken.

Adjournment

Upon a motion made by Vice Chairperson Lee and seconded by Commissioner Kirby, the Board voted unanimously to adjourn.

Clark H. Wooten, Chairman

Susan J. Holder, Clerk to the Board



**RESOLUTION PROCLAIMING APRIL AS
CHILD ABUSE PREVENTION MONTH IN SAMPSON COUNTY**

Whereas, preventing child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community; and

Whereas, child maltreatment occurs when people find themselves in stressful situations, without community resources, and do not know how to cope; and

Whereas, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

Whereas, child abuse and neglect not only cause immediate harm to children, but are also proven to increase the likelihood of criminal behavior, substance abuse, health problems such as heart disease and obesity, and risky behavior such as smoking; and

Whereas, all citizens should become involved to provide safe, nurturing environments for children in all areas of their lives - at home, in school, and in the community - offering them the opportunity to grow up to be caring, contributing members of the community; and

Whereas, effective child abuse prevention programs succeed because of partnerships created among citizens, social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community.

Now Therefore, Be it Resolved that the Board of Commissioners of Sampson County do hereby proclaim April as Child Abuse Prevention Month in Sampson County and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted this 3rd day of April, 2017.

Clark H. Wooten, Chairman

Susan J. Holder, Clerk to the Board



**PUBLIC HEALTH MONTH
2017**

WHEREAS, public health measures to control and eliminate infectious diseases, improve environmental sanitation and promote healthy lifestyle practices have been the greatest cause of improved health status and increased life expectancy for North Carolina's residents, such that North Carolinians have an average life expectancy at birth of more than 78 years, and

WHEREAS, public health plays a critical role in eliminating health inequities and preventing chronic diseases and injuries, resulting in improved productivity and decreased health care costs for all North Carolinians; and

WHEREAS, a continued focus on promoting public health programs that provide accessible, high-quality medical care and that promote healthy lifestyles for women of childbearing years has resulted in the lowest infant mortality rate in history since 2010; and

WHEREAS, a continued focus on prevention has resulted in a 40 percent decline in age-adjusted heart disease death rates since 2000, a 45 percent decline in age-adjusted stroke death rates since 2000, and a 69 percent decline in birth rates for teens (ages 15-19) since 2010; and

WHEREAS, the State of North Carolina is committed to a continued emphasis on prevention in public health and on helping North Carolina reach a better state of health through actions outlined in the Healthy North Carolina 2020 Objectives; and

WHEREAS, communities, employers, hospitals and health care providers, individuals and families, insurers, legislators and policy makers, schools and child care facilities must work together to identify and develop innovative solutions to health problems facing the people of North Carolina;

NOW THEREFORE, the Board of County Commissioners of Sampson do hereby proclaim April 2016, as "PUBLIC HEALTH MONTH" in Sampson County and urge our citizens to recognize that public health is working in our community.

ADOPTED, this the 3rd day of April, 2017.

Clark H. Wooten, Chairman

Susan J. Holder, Clerk to the Board



National County Government Month - April 2017 "Brilliant Ideas at Work"

WHEREAS, the nation's 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe, vibrant and economically resilient communities; and

WHEREAS, each year since 1991, the National Association of Counties has encouraged counties across the country to actively promote programs and services to the public we serve; and

WHEREAS, the National Association of Counties (NACo) has themed this year's observance as "Brilliant Ideas at Work" showcasing the innovative programs and services counties provide to meet the human services needs of their citizens, to strengthen the safety and security of their neighborhoods, to fund infrastructure and public utilities, to foster economic development, and to create a vibrant quality of life for their community; and

WHEREAS, Sampson County has more than 500 employees who are dedicated not only to protecting lives and property, safeguarding vulnerable populations, providing for economic and financial security, and protecting public health and natural resources, but to doing so in the most innovative, efficient and cost-effective manner possible.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the County of Sampson do hereby proclaim April 2017 as National County Government Month in our community and recognize the contributions of the men and women who work in Sampson County local government whose ideas at work strengthen our communities.

Adopted this 3rd day of April, 2017.

Clark H. Wooten, Chairman

Susan J. Holder, Clerk to the Board

Memo

To: David Clack, Finance Officer
From: Heather Bonney, Library Director
CC: Ed Causey, County Manager
Date: March 20, 2017
Re: Discarded Items Request

I request that I be allowed to withdraw all items that have been weeded from the collections from September 22, 2016, through today (see attached excel spreadsheet) due to disuse, disrepair, out-of-date / inaccurate information, or damage from Hurricane Matthew. These are from the 4 branches and the outreach program.

I also request that Board of Commissioners write off these titles and all items that were donated to the library but not placed into the collection. The library will dispose of them per our Materials Selection Policy through a book sale slated to begin on April 10, 2017, at the JC Holliday Library. All leftover items will be donated to non-profit organizations such as local schools and the Beehive.

Thank you.

Memo

To: David Clack, Finance Officer
From: Juanita Brewington, Purchasing & Contracting Officer
Date: March 23, 2017
Re: Essential Single Family Rehab – Disaster Recovery (ESFR-DR)

Sampson County was approached by the North Carolina Housing Finance Agency (NCHFA) in reference to funds available for disaster affected owner occupied homes in Sampson County. There is a total of fifteen million dollars available in this program for disaster affected Counties. This program is mirrored after the Single Family Rehab (SFR) program that the County applies and receives on a rotating three year cycle.

Applications were required to be submitted to NCHFA no later than March 31, 2017 for expedited approval. We received notification that Sampson County was approved for an initial set aside amount of \$150,000, with the option to access the loan pool for additional funds upon completion of the initial homes. The focus of the program is on essential rehabilitation of homes affected by the disaster with the maximum being \$40,000 per unit and the soft cost funds per unit are set at \$10,000. We anticipate assisting three disaster affected owner occupied homes with the initial set aside funds. This program is to be completed no later than June 30, 2019.

The attached Funding Agreement is required to be signed and forwarded to NCHFA upon approval of acceptance of these funds. Additional Plans & Policies will require adopting at a later date for submittal to NCHFA.

With previous SFR programs Sampson County has utilized the assistance of the Wooten Company for administration of the program. The Wooten Company had declined assistance with this program due to the volume of programs they currently are administrating. We have sought out other Consultants to assist the County with the ESFR-DR program and have located the Adams Company who is willing to assist with the field work; with Sampson County carrying out the duties as the Program Administrator.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

March 23, 2017

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2016-2017

1. It is requested that the budget for the Essential Single Family Rehab (ESFR17) Project be amended as follows:

| <u>Expenditure Account Code</u> | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|---------------------------------|--|-----------------|-----------------|
| | Administration | 30,000.00 | |
| | Housing rehabilitation | 120,000.00 | |

| <u>Revenue Account Code</u> | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|-----------------------------|-----------------------------|-----------------|-----------------|
| | State grant housing finance | 150,000.00 | |

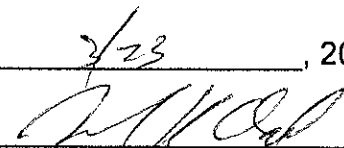
2. Reason(s) for the above request is/are as follows:
 To allocate funds for the ESFR 17 housing rehabilitation program related to Hurricane Matthew to work on 3 home



 (Signature of Department Head)

ENDORSEMENT

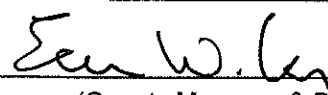
1. Forwarded, recommending approval/disapproval.

_____, 2017


 (County Finance Officer)

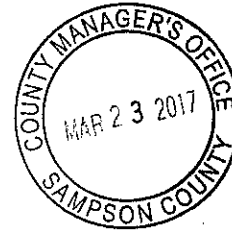
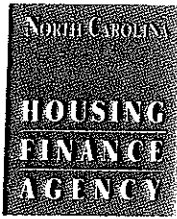
ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 2017


 (County Manager & Budget Officer)

 Date of approval/disapproval by B.O.C.



March 20, 2017

A self-supporting public agency

Mr. Edwin Causey, County Manager
Sampson County
406 County Complex Road, Suite 120
Clinton, NC 28328

Scott Farmer
Executive Director

Dear Mr. Causey:

PO Box 28066
Raleigh, NC
27611-8066

I am pleased to inform you that your Essential Single-Family Rehabilitation Loan Pool - Disaster Recovery (ESFRLP-DR) application has been conditionally approved by the Agency for a set-aside not to exceed \$150,000. Under ESFRLP-DR, those receiving conditional approval will be referred to as "ESFR Loan Pool Members" (Members) and may access additional funds from the \$15 million loan pool on a first come/first-served/first-approved basis after meeting certain thresholds. Applications were received from a variety of housing providers proposing to serve counties designated under ESFRLP-DR. Success in this competition reflects your organization's commitment and capacity to help meet the housing needs in your service area. For that we congratulate and thank you!

3508 Bush Street
Raleigh, NC
27609-7509

Enclosed is the Agency signed Funding Agreement. Please have your Chief Administrative Official identified in the ESFRLP-DR Application for Funding sign and return an electronic copy to the Agency. Keep the original for your files. The next step is to provide the North Carolina Housing Finance Agency (the Agency) with the documentation requested in the enclosed "Post Approval Documentation" packet (PAD). Please review the PAD, complete it and return it as soon as possible to the Agency to the attention of Mark Lindquist, along with all the requested documentation. No reservation requests will be accepted until PAD approval and execution of the Funding Agreement.

Tel. 919-877-5700
Fax. 919-877-5701
www.nchfa.com

An Agency staff person has been assigned to work with each Member as its single point of contact for all matters pertaining to ESFRLP-DR. We refer to them as "case managers" and charge each with assisting their assigned cases as needed to help ensure success in achieving the Program goals. Dan McFarland, Housing Rehabilitation Specialist, will be your case manager for this project and will be reviewing your PAD. Please do not hesitate to contact him any time you have questions, concerns or comments. His telephone number is 919-875-3753. All ESFRLP-DR-related correspondence should be addressed to Stacy Lewis and copied to the case manager's attention. Should you have any questions concerning the PAD, please contact your case manager or myself via email at mghandley@nchfa.com or at 919-877-5627.

On behalf of the Agency, I congratulate you on your successful application.

Sincerely,

Michael Handley
Manager of Housing Rehabilitation

cc. Ms. Juanita Brewington, Purchasing & Contracting Officer

NORTH CAROLINA HOUSING FINANCE AGENCY

**Essential Single-Family Rehabilitation
Loan Pool – Disaster Recovery**

FUNDING AGREEMENT

Member: **Sampson County**

Funding Agreement Number: **ESFRLPDR28**

NORTH CAROLINA HOUSING FINANCE AGENCY
Essential Single-Family Rehabilitation Loan Pool – Disaster Recovery
FUNDING AGREEMENT

This Funding Agreement (the "Agreement") is entered into on the 20th day of March, 2017, by the North Carolina Housing Finance Agency (the "Agency"), a public agency of the State of North Carolina and Sampson County (the "Member").

Recitals

Whereas, the North Carolina General Assembly enacted the North Carolina Housing Trust Fund and Oil Overcharge Act, N.C.G.S. Chapter 122E (the "Act") for the purposes of providing funding for affordable housing as described therein (the "Fund"); and

Whereas, the Act also created the North Carolina Housing Partnership (the "Partnership") to establish policies for programs of the Fund; and

Whereas, the North Carolina General Assembly enacted the Disaster Recovery Act of 2016 (House Bill 2) to, inter alia, appropriate funds to the Fund to directly benefit persons and families affected by certain natural disasters; and

Whereas, the Agency has adopted policy guidelines for the operation of an Essential Single-Family Rehabilitation Loan Pool – Disaster Recovery (the "Program") from the Fund; and

Whereas, the Agency is responsible for administering the Fund and the programs of the Fund based on the policies, rules and regulations of the Partnership; and

Whereas, the Agency has advertised a Notice of Funding Availability for funding under the Program and invited applications to participate in the Program; and

Whereas, the Application of the Member identified on the cover page of this Funding Agreement was received, evaluated, and approved by the Agency and thereby made a part of this Agreement; and

Whereas, the Agency has developed Program Guidelines (the "Guidelines") dated January 2017 and as may be amended from time to time, governing the execution of the Program by the Member and their relationship to this Agreement is made explicit in section 9 of this Agreement;

Now, therefore, in consideration of the payment of ten dollars (\$10.00) by the Member to the Agency, the exchange of the mutual promises set forth herein and other good and valuable consideration the Member and the Agency mutually agree as follows:

PART A: TIME OF PERFORMANCE

Section 1: Time of Performance

(a) The Member shall begin performance of this Agreement on the 20th day of March, 2017 and shall complete performance no later than the 30th day of June, 2019 (date of completion). Any funds that are not committed under contract (pursuant to section 3.2 of the Program Guidelines) to a Program participant as of the completion date must be withdrawn from deposit and returned to the Agency, unless the Agency agrees in writing to an extension of this Agreement.

(b) The Member must make reasonable progress in the use of funds under this Agreement. Failure to do so may result, in the Agency's sole discretion, in a reduction of the amount of funds available under this Agreement.

PART B: PROGRAM FUNDING

Section 2: Grant Amount

(a) The Agency has approved a set-aside of up to \$150,000 of ESFRLP-DR funds for the Member. The Member may reserve funds from this set-aside on a unit-by-unit basis in accordance with Program Guidelines (PG) 3.2.2 & 3.2.3, within six (6) months from the date of this Funding Agreement. Any funds from this set-aside not reserved by that date shall be de-obligated and remain in the ESFRLP-DR pool for reallocation to those Members seeking funding for additional units. The funds are from the State appropriated North Carolina Housing Trust Fund – Disaster Recovery Funds and are subject to the availability of said funds. In no event shall expenditures under this Agreement exceed this Program Grant. All funds disbursed under this Agreement must be used for the repair and rehabilitation of a single-family residence that was damaged as a result of one of the following Disasters: Hurricane Matthew, Tropical Storms Julia or Hermine.

(b) Funds for additional units may be reserved from the ESFRLP-DR pool, depending on availability, on a unit-by-unit, first come, first served basis in accordance with PG 3.2 up until December 31, 2018. Any funds, not committed under contract (pursuant to Section 3 of the Program Guidelines) to a unit as of December 31, 2018, must be withdrawn from deposit and returned to the Agency. All units must be completed and closed out by June 30, 2019.

Section 3: Disbursement of Funding

The Member will receive Program funds in accordance with the Guidelines, section 3.2 *Reservation and Disbursements*.

Section 4: Deposit of Funds

(a) Any money advanced to the Member must be deposited, tracked and documented in accordance with the Guidelines, sections 3.3 *Member Accounts* and 3.4 *Program Income*.

(b) The Agency reserves the right to require that all deposits made in eligible accounts will be subject to withdrawal by the Member and will also be subject to withdrawal by the Agency. If the Agency chooses to exercise this option, an agreement for custodial accounts will be provided by the Agency to implement the requirement and will be executed prior to the initial disbursement.

(c) Checks will be delivered to the addresses provided in section 23 of this Agreement.

PART C: FINANCIAL MANAGEMENT

Section 5: Establishment and Maintenance of Accounting Records

The Member must comply with the accounting procedures of the Guidelines, Section 3.5 *Accounting System Requirements* and Section 3.6 *Record Keeping*.

Section 6: Procurement Procedures

Member shall establish written procurement and contracting procedures which provide that proposed procurement and contracting actions will be properly managed in accordance with the Guidelines, section 3.7 *Procurement*.

Section 7: Annual Audit Report

The Member must comply with the auditing standards and requirements of the Guidelines, section 3.8 *Financial Audit Requirements*.

PART D: PROGRAM MANAGEMENT

Section 8: Program Guidelines

This Agreement is subject to the provisions of the Guidelines, whether or not specifically referenced in this Agreement, and all defined terms used in this Agreement shall have the same meanings as used in the Guidelines. In the event of a conflict between this Agreement and the Guidelines, the Guidelines shall govern. In the event the Guidelines are revised, the Agency will forward such revisions to the Member and thereby make them a part of this Agreement. Failure of the Member to comply with the terms and conditions of the Guidelines shall be an event of default by the Member under this Agreement. Any reference to this Agreement includes the Guidelines.

The Agency may reduce, suspend, or otherwise change the disbursement of payments under this Agreement, and the Agency may terminate this Agreement if the Agency determines that the Member has failed to comply with the Agreement or the Guidelines.

Section 9: Program Documents

The Member's Program must use loans to finance eligible repairs for Program participants. The Member must comply with the documentation requirements of the Guidelines, section 4.3 *Program Documents*.

Section 10: Member Responsibility

The Member must comply with the procedures and requirements of the Guidelines, section 3.9 *Monitoring by Member*.

Section 11: Reports

The Member must comply with the procedures and requirements of the Guidelines, section 3.10 *Reporting by Member*.

Section 12: Right To Inspect

The Member must comply with the procedures and requirements of the Guidelines, section 3.11 *Monitoring by Agency*.

PART E: GENERAL CONDITIONS

Section 13: Prohibited Activity

The Member must comply with the procedures and requirements of the Guidelines, section 2.2 *Prohibited Activities*.

Section 14: Publicity

The Member must, when publicizing Program availability, act in accordance with the requirements of the Guidelines, section 4.1 *Selection of Applicants*.

Section 15: Contract Changes

Any proposed changes in this Agreement shall be in writing, submitted to and approved and executed by the Agency before the performance of any work involved in the proposed change.

Section 16: Assignment

This Agreement shall be binding on and inure to the benefit of the Agency, its successors and assigns. The Member may not assign all or any part of its interest in this Agreement or delegate any duty or obligation hereunder without the prior written consent of the Agency.

Section 17: Termination of Agreement

Termination of this Agreement will be governed by the rules and requirements of the Guidelines, section 3.1 *Funding Agreement*.

Section 18: Indemnification

The Member holds harmless and indemnifies the Agency from any and all claims, including reasonable attorney's fees, for injury or damage to persons or property which may arise in connection with work performed under this Agreement or pursuant to the Member's Program.

Section 19: Litigation

The Member represents and warrants to the Agency that there is no pending or active litigation against the Member that may jeopardize or adversely affect this Agreement or the completion of activities hereunder.

Section 20: Iran Divestment Act Certification

The Member warrants and certifies that as of the date hereof, the Member is not identified on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C.G.S. 143-6A-4 Iran Divestment Act of 2015, Article 6A, as amended, of Chapter 143C of the General Statutes of North Carolina. The person signing this Agreement certifies that he or she is authorized by Member to make the foregoing certification. Member further agrees that it will not utilize on this Agreement any subcontractor that is identified on the Final Divestment List.

Section 21: E-Verify

Member agrees to comply with the requirement of N.C.G.S. 64-26(a) which requires private employers with 25 or more employees in the State of North Carolina to comply with the Federal E-Verify system for verification of all employees' legal work status.

Section 22: Prohibition of Discrimination.

The Member must consider all applications in the order in which they are received, or in any other manner designated by the Agency, on a fair and equal basis, may not arbitrarily reject an application, and may not, vary the terms of a loan or the application procedures therefore or reject an applicant in violation of any State or federal law regarding discrimination.

Section 23: Notice

Any requirement to provide notice under this Agreement shall be deemed to have been met if delivered to the following parties at the following addresses:

Member:

Mr. Edwin Causey, County Manager
Sampson County
406 County Complex Road, Suite 120
Clinton, NC 28328

Agency:

Michael Handley, Manager of Housing Rehabilitation
North Carolina Housing Finance Agency
3508 Bush Street
Raleigh, NC 27609-7509

All notices or other communications hereunder (other than routine operational communications as described in the Guidelines) shall be sufficiently given and shall be deemed given when delivered or mailed by certified or registered mail, postage prepaid, return receipt requested, addressed to the appropriate address above. The Agency or the Member may, by notice given hereunder, designate any further or different addresses to which subsequent notices or other communications shall be sent.

Section 24: Entire Agreement

This Agreement including the Guidelines, as may be amended from time to time, constitutes the entire Agreement between the Agency and the Member.

In Witness Whereof, the parties below have executed this Agreement on the date first written above.

Member

Attest



Attest

By: _____

Its: _____

North Carolina Housing Finance Agency

By: 

Its: Manager of Housing Rehabilitation

**North Carolina Housing Finance Agency
Essential Single-Family Rehabilitation Loan Pool - Disaster Recovery
Post-Approval Documentation**

| | |
|-------------------|-----------------------|
| ESFRLPDR28 | Sampson County |
|-------------------|-----------------------|

A. Instructions

Your Application for Funding under the Essential Single-Family Rehabilitation Loan Pool Disaster Recover (ESFRLP-DR) was approved for \$150,000 and assigned Funding Agreement number ESFRLPDR28. As a Member of the ESFRLP-DR "Pool", \$150,000 has been set aside in the pool for your project and may be reserved (set up) on a unit-by-unit basis once units have been selected and required documents have been received by the North Carolina Housing Finance Agency (the Agency). In accordance with ESFRLP-DR Program Guideline (PG) 3.2.2 you may reserve funds for at least three units under your original \$150,000 set-aside. Funds for additional units may be reserved from the pool, depending on availability, on a unit-by-unit, first come, first served basis in accordance with PG 3.2 up until December 31, 2018.

Please provide the information and documentation requested in this packet and forward it to Mark Lindquist mwlindquist@nchfa.com or FAX to Mark at 919-877-5599. The Case Manager assigned to your SFRLP project is Dan McFarland and can be reached at 919-875-3753 or via email at dnmcfarland@nchfa.com.

B. Status of Other Funds

The table immediately below summarizes the proposed amount of matching funds according to your application for funding.

| Source of Funds | Amount |
|---|--------|
| Volunteer labor | |
| Donated material | |
| Matching local funds | |
| | |
| Total of matching funds committed to the ESFRLP-DR project | |

C. Assistance Policy - Attach

Because ESFRLP-DR beneficiaries are not necessarily pre-selected and approved through a public hearing process, it is especially important that ESFRLP-DR Members *adopt* an Assistance Policy that thoroughly and clearly identifies the eligibility criteria for assistance, and for prioritizing applicants once they have been determined eligible. This policy should be fair, open and non-discriminatory. In addition, other facts, policies and procedures affecting potential applicants and/or recipients of assistance should be spelled out in your Assistance Policy. Be sure to include your policy on temporary relocation, if applicable. Please submit your proposed Assistance Policy as part of the completed Post Approval Documentation to the Agency. A sample Assistance Policy is located on the NCHFA website. You may choose to use it as a template to develop your own policy.

D. Procurement and Disbursement Policies - Attach
 ESFRLP-DR Members must submit a copy of their Procurement Policy that is specific to ESFRLP-DR and is written in accordance with 24CFR85.36 (for units of local government) or 24CFR84.4 (for non-profit organizations) and a copy of their Disbursement Policy, to the Agency, for review and approval. Please submit a copy of your proposed Procurement and Disbursement Policy for ESFRLP-DR, to the Agency, as part of your PAD.

E. Service Area Requirements
 Your Application for Funding was approved for the following service area and amount:

| Service Area | Approved Program Funds |
|----------------|------------------------|
| Sampson County | \$150,000 |

F. Fiscal Year and Audits. (Complete this section)
 Members will be required to submit reports as required under NC State General Statute 143C-6-22 (Non-Government Organizations) or NC State General Statute 159-34 (Units of Local Government). Fiscal year begins _____ and ends _____.

G. Acknowledgement of Audit Compliance Reporting Responsibilities - Attach
 Please have the financial person from your organization, responsible for coordinating the annual audit, complete and sign the enclosed "Audit Compliance Responsibilities" form, acknowledging its receipt. Then, return it with the completed PAD.

- H. Organizational Documents. (Non-Government Organizations Only) – Not Applicable**
1. Please provide a copy of your Conflict of Interest Policy in accordance with GS 143C-6-23.
 2. Please provide a written statement, made under oath and completed by your board of directors or appropriate governing body stating that your organization does not have any overdue taxes, as defined by GS 105-243.1 at the federal, state and local level.
 3. Please provide copies of organizational documents, including articles of incorporation, by-laws, and a listing of all directors, officers and staff.

I. Intergovernmental Agreement - Not Applicable
 Please provide a copy of an intergovernmental agreement between your governmental entity and the governmental entity in which you will be providing services under ESFRLP-DR, as required by GS 160-456.

J. Minimum Housing Codes – Attach if Applicable
 In those jurisdictions with an adopted minimum housing code, all units rehabilitated with ESFRLP-DR funds must meet or exceed all local codes, rehabilitation standards, ordinances and zoning ordinances upon the completion of rehabilitation if the Member is not using the Essential Property Standard. Please attach any adopted minimum housing codes in your county service area if applicable.

K. Signatory Form, W9 and Direct Deposit - Attach

1. Enclosed in the PAD packet is a Signatory Form and Certification. Please have this signed by each individual authorized by your organization's governing board who will be requisitioning ESFRLP-DR funds. Return the signed form to the Agency as part of the completed PAD. Be sure to provide a copy of the resolution passed by the governing board authorizing the requisitioning of funds by those persons whose signatures appear on the enclosed certification.
2. Enclosed is the Form W-9 Request for Taxpayer Identification Number and Certification. Please complete this form with the requested information and return the completed form with the PAD.
3. Also, enclosed is the form for electronic payments, which will allow for direct deposit of Program funds into your designated checking account. Please complete this form with the requested information and return the completed form with the PAD.

L. ESFRLP Budget for Soft Costs

Your Application for Funding was approved based partly on your itemized ESFRLP-DR Budget for Soft Costs in your application. The Agency recommended ESFRLP-DR budget for soft costs provided in the following table may reflect the budget for soft costs submitted in your ESFRLP-DR Application for Funding with an additional increase or decrease in line items.

| ESFRLP-DR Soft Costs/unit | | ESFRLPDR28 |
|-------------------------------------|---|-----------------|
| 1. | Outreach & Advertising | \$300 |
| 2. | Environmental Review preparation | \$100 |
| 3. | Asbestos testing/clearance | \$600 |
| 4. | Radon testing | \$100 |
| 5. | LBP inspection/risk assessment | \$600 |
| 6. | LBP clearance | \$400 |
| 7. | Loan document execution, recording & legal fees | \$500 |
| 8. | Pre-rehab Inspection including scope of work | \$900 |
| 9. | Work write-ups | \$1,500 |
| 10. | Cost estimate | \$400 |
| 11. | Project & construction management | \$4,000 |
| 12. | Flood Insurance (units in Flood Hazard Zones) | \$500 |
| 13. | Post-rehab value certification | \$100 |
| Total ESFRLP Soft Costs/unit | | \$10,000 |

Please check the appropriate response.

- a. Member accepts Agency-recommended budget (per table above); or
 b. Member proposes to adjust the budget as follows (complete the following table)

| ESFRLP-DR Soft Costs/unit | | |
|-------------------------------------|---|--|
| 1. | Outreach & Advertising | |
| 2. | Environmental Review preparation | |
| 3. | Asbestos testing/clearance | |
| 4. | Radon testing | |
| 5. | LBP inspection/risk assessment | |
| 6. | LBP clearance | |
| 7. | Loan document execution, recording & legal fees | |
| 8. | Pre-rehab Inspection including scope of work | |
| 9. | Work write-ups | |
| 10. | Cost estimate | |
| 11. | Project & construction management | |
| 12. | Flood Insurance (units in Flood Hazard Zones) | |
| 13. | Post-rehab value certification | |
| Total ESFRLP Soft Costs/unit | | |

N. Certification

The Member certifies that the information provided herein and herewith is complete and accurate and that, if approved by the North Carolina Housing Finance Agency, it will be made part of the Funding Agreement by reference, superseding any conflicting information contained in the original Application for Funding without otherwise affecting said Application.

| | | | | | |
|--|----------------------|------|--|-------|------|
| Attest | Authorized Signature | | | | |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Title</td> <td style="width: 50%; text-align: center;">Date</td> </tr> </table> | Title | Date | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">Title</td> <td style="width: 50%; text-align: center;">Date</td> </tr> </table> | Title | Date |
| Title | Date | | | | |
| Title | Date | | | | |



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PROPERTY AND CONSTRUCTION

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

LUKE O. HOFF, PE
DIRECTOR

February 27, 2017

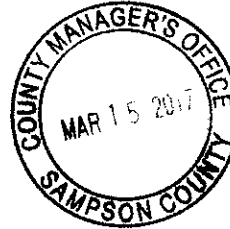
RECEIVED

MAR 03 2017

Samson County Health Department
Attn: Ms. Wanda Robinson
360 County Complex Road, Suite 200
Clinton, North Carolina 28328

SAMPSON CO. HEALTH DEPARTMENT

RE: N.C. Department of Health and Human Services Lease Agreement
Division of Public Health
Children's Developmental Services Agency (CDSA)
Clinton, North Carolina



Dear Ms. Robinson:

Enclosed are two duplicate originals of the above referenced Lease Agreement for the 168 square feet of office space located at 360 County Complex Road, Clinton, Sampson County, North Carolina.

Please sign, notarize all copies and return them to my attention for further handling. Do **not** date the Lease Agreement since this is done by the DHHS Property Office after all signatures have been obtained. If applicable, affix the property corporate seal.

If additional information is needed, then please contact my office.

Regards,

Drew Middleton
DHHS Property Officer

Enclosures (2)

WWW.NCDHHS.GOV

TEL 919-855-4880 • FAX 919-733-5711

LOCATION: 2104 UMSTEAD DRIVE • ASHBY BUILDING • RALEIGH, NC 27603

MAILING ADDRESS: 3026 MAIL SERVICE CENTER • RALEIGH, NC 27699-3026

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER



STATE OF NORTH CAROLINA

LEASE AGREEMENT

COUNTY OF SAMPSON

THIS LEASE AGREEMENT, made and entered into this the ____ day of _____, 20____, by and between SAMPSON COUNTY HEALTH DEPARTMENT, through the County Manager, hereinafter designated as LESSOR and the STATE OF NORTH CAROLINA, hereinafter designated as LESSEE,

WITNESSETH

THAT WHEREAS, authority to approve and execute this lease agreement was delegated to the Department of Administration by resolution adopted by the Governor and Council of State on the 7th day of November, 1984; and

WHEREAS, the Department of Administration has delegated to this State agency the authority to execute this lease agreement by a memorandum dated the 17th day of April, 1985; and

WHEREAS, the parties hereto have mutually agreed to the terms of this lease agreement as hereinafter set out,

NOW, THEREFORE, in consideration of the rental hereinafter agreed to be paid and the terms and conditions hereinafter set forth, Lessor does hereby let the period of time and subject to the terms and conditions hereinafter set out certain space in the City of Clinton, in the County of Sampson, North Carolina, more particularly described as follows:

Being ±168 net square feet of office space located at 360 County Complex Road, Clinton, Sampson County, North Carolina.

(Children's Developmental Services Agency)

THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT ARE AS FOLLOWS:

1. The term of this lease shall be for a period of one (1) year commencing on the 1st day of March, 2017, or as soon hereafter as the leased premises are ceded to the Lessee, and terminating on the 28th day of February, 2018.

2. The Lessee shall pay to the Lessor as rental for said premises the sum of Three Thousand, Six Hundred Eleven Dollars and 40/100 (\$3,611.40), which sum shall be paid in twelve (12) equal monthly installments of Three Hundred Dollars and 95/100 (\$300.95) said rental to be payable within fifteen (15) days from receipt of invoice in triplicate.

The Lessee agrees to pay the aforesaid rental to Lessor at the address specified or, to such other address as the Lessor may designate by a notice in writing at least fifteen (15) days prior to the due date.

3. Lessor agrees to furnish to the Lessee, as a part of the consideration for this lease, the following services and utilities, which both parties acknowledge that they are shared with the Lessor and its other agencies or programs in the building:

- A. Heating facilities, air conditioning facilities, electrical facilities, adequate lighting fixtures and sockets, and hot and cold water facilities, and adequate toilet facilities with proper ventilation.
- B. All utilities except telephone.
- C. Janitorial services and supplies, maintenance and cleaning of lawns, shrubbery, sidewalks and parking fees.
- D. Lessor to provide required fire extinguishers and servicing, and disposal of recyclable items such as aluminum cans, cardboard and paper.
- E. Reasonable Parking
- F. Elevator service where applicable.
- G. All fire and safety inspection fees and stormwater fees to be the responsibility of the Lessor.

4. During the lease term, the Lessor shall keep the leased premises in good repair and tenantable condition, to the end that all facilities are kept in an operative condition. Maintenance shall include, but not be limited to furnishing and replacing electrical light fixture ballasts, air conditioning and ventilating equipment filter pads, if applicable, and broken glass. In case Lessor shall, after notice in writing from the Lessee in regard to a specified condition fail, refuse or neglect to correct said condition, or in the event of an emergency constituting a hazard to the health or safety of the Lessee's employees, property, or invitees, it shall then be lawful for the Lessee, in addition to any other remedy the Lessor may have, to make such repair at its own cost and to deduct the amount thereof from the rent that may then be or thereafter become due hereunder. The Lessor reserves the right to enter and inspect the leased premises, at reasonable times, and to make necessary repairs to the premises.

5. It is understood and agreed that the Lessor shall, at the beginning of said lease term as hereinabove set forth have the leased premises in a condition satisfactory to Lessee, including repairs, painting, partitioning, remodeling, plumbing, and electrical wiring suitable for the purpose for which the leased premises will be used by Lessee.

6. The Lessee shall have the right during the existence of this lease, with the Lessor's prior consent, to make alterations, attach fixtures and equipment, and erect additions, structures of signs in or upon the leased premises. Such fixtures, additions, structures or signs so placed in or upon or attached to the leased premises under this lease or any prior lease of which this lease is an extension or renewal shall be and remain the property of the Lessee and be removed therefrom by the Lessee prior to the termination of this lease or any renewal or extension thereof, or within a reasonable time thereafter. In the event Lessee elects to remove his improvements or fixtures and such removal causes damage or injury to the demised premises, Lessee will repair only to the extent of any such damage or injury.

7. If the said premises be destroyed by fire or other casualty, without fault of the Lessee, this lease shall immediately terminate and the rent shall be apportioned to the time of the damage. In case of partial destruction or damage by fire or other casualty without fault of the Lessee, so as to render the premises untenable in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. During such period of repair, Lessee shall have the right to obtain similar office space at the expense of Lessee or the Lessee may terminate the lease by giving fifteen (15) days written notice to the Lessor.

8. Lessor shall be liable to Lessee for any loss or damages suffered by Lessee which are a direct result of the failure of Lessor to perform an act required by this lease, and provided that Lessor could reasonably have complied with said requirement.

9. Upon termination of this lease, the Lessee will peaceably surrender the leased premises in as good order and condition as when received, reasonable use and wear and damage by fire, war, riots, insurrection, or public calamity, by the elements, by act of God or by circumstances over which Lessee had no control or for which Lessor is responsible pursuant to this lease, excepted.

10. The Lessor agrees that the Lessee, upon keeping and performing the covenants and agreement herein contained, shall at all times during the existence of this lease peaceably and quietly have, hold, and enjoy the leased premises free from the adverse claims of any person.

11. The failure of either party to insist in any instance upon strict performance of any of the terms and conditions herein set forth shall not be construed as a waiver of the same in any other instance. No modification of any provision hereof and no cancellation or surrender hereof shall be valid unless in writing and signed and agreed to by both parties.

12. Any hold over after the expiration of the said term or any extension thereof, shall be construed to be a tenancy from month to month, and shall otherwise be on the terms and conditions herein specified, so far as applicable; however, either party shall give not less than sixty (60) days written notice to terminate the tenancy.

13. The parties to this lease agree and understand that the continuation of this lease agreement for the term period set forth herein, or any extension or renewal thereof, is dependent upon and subject to the appropriation, allocation or availability of funds for this purpose to the agency of the Lessee responsible for payment of said rental. The parties to this lease also agree that in the event the agency of the Lessee or that body responsible for the appropriations of said funds, in its sole discretion, determines, in view of its total local office operations that available funding for the payment of rents are insufficient to continue the operation of its local office on the premises leased herein, it may choose to terminate the lease agreement set forth herein by giving Lessor written notice of said termination, and the lease agreement shall terminate immediately without any further liability to Lessee.

14. All notices herein provided to be given, or which may be given, by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid addressed as follows: To the **SAMPSON COUNTY HEALTH DEPARTMENT, Attn: Mr. Ed Causey, 360 County Complex Road, Suite 200, Clinton, North Carolina 28328** and the Lessee, **c/o STATE OF NORTH CAROLINA, DHHS Property Officer, 3026 Mail Service Center, Raleigh, North Carolina 27699-3026**. Nothing herein contained shall preclude the giving of such notice by personal service. The address to which notices shall be mailed as aforesaid to either party may be changed by written notice.

IN TESTIMONY WHEREOF, this lease has been executed by the parties hereto, in duplicate originals, as of the date first above written.

STATE OF NORTH CAROLINA

LESSOR

BY: _____
Luke O. Hoff, P.E., Director,
DHHS Division of Property & Construction

BY: _____
Lessor

STATE OF NORTH CAROLINA
COUNTY OF WAKE

I, _____, A Notary Public in and for the County and State
aforesaid, do hereby certify that _____, personally came before me this
date and acknowledged the due execution by him of the foregoing instrument as Director of
Property and Construction of the Department of Health and Human Services of the State of
North Carolina, for the purposes therein expressed.

WITNESS my hand and Notarial Seal, this the ___ day of _____, 20__.

Notary Public

My Commission Expires:

STATE OF NORTH CAROLINA
COUNTY OF _____

I, _____, a Notary Public in and for the County and State
aforesaid, do hereby certify that _____, personally came before me
this day and acknowledge the due execution of the foregoing instrument for the purpose
therein expressed.

WITNESS my hand and Notarial Seal, this the ___ day of _____, 20__.

Notary Public

My Commission Expires:

AMENDMENT

North Carolina Department of Commerce
Rural Economic Development Division
Rural Grants/Programs

Contract #: 2013-223-40401-107
Date: March 2, 2017

1
Number

GRANTEE:

Sampson County
406 County Complex Rd
Clinton, NC 28328-4729

Contact: Mr. Billy C. Lockamy

THE DEPARTMENT:

North Carolina Department of Commerce
Rural Economic Development Division
301 North Wilmington Street
4346 Mail Service Center
Raleigh, NC 27699-4346

Data & Compliance Specialist: Nichole M. Gross

Project Title: Project Trio (Biomass Energy Production) - Water Storage Tank & Improvements

This Contract Amendment is hereby entered into by and between the North Carolina Department of Commerce (the "Department") and Sampson County (the "Grantee") (referred to collectively as the "Parties"). By this Contract Amendment, the Parties amend their Grant #2013-223-40401-107, respectively (the "Agreement"), as outlined below.

Except as set forth in this Contract Amendment, all other terms and conditions of the Agreement shall remain unaltered and in full force and effect. Should there arise any conflict, discrepancy or ambiguity between the terms and conditions contained in the Agreement and the terms and conditions of this Contract Amendment, the terms and conditions contained in this Contract Amendment shall govern and prevail.

- Paragraph 3 (Term of Agreement)
 - DELETE:** "terminate on 5/26/2017 ."
 - ADD:** "terminate on 5/26/2018 ."

Progress reports are due on January 15th and July 15th for each year that the grant remains open. The final report and job verification documentation are due at the time of project completion or no later than 30 days after the grant end-date, whichever is sooner. The reporting schedule remains in effect for the duration of the grant including time extensions.

Authorized Signature Warranty: The undersigned represent and warrant that they are authorized to bind their principles to the terms of this Contract Amendment.

In Witness Whereof, the Grantee and the Department have executed this Contract Amendment in duplicate originals, with one original being retained by each party.

GRANTEE:

THE DEPARTMENT:

Signature

Signature

Printed Name

Date

Susan Fleetwood

Printed Name

3/2/17

Date

Title

Executive Director of Economic Development

Title

If you agree with the amendment as proposed, please sign both enclosed copies. **Retain one original for your files and return the second original to the attention of Nichole M. Gross at the NC Department of Commerce.**

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Sampson

Contact Person: David K. Clack

LEA: 821 Clinton City

Title: Finance Officer

Address: 406 County Complex Rd., Clinton, NC

Phone: 910-592-7181

Project Title: USDA Loan Clinton High School

Location: Clinton, NC 28328

Type of Facility: New High Schools

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. **Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.**

Short description of Construction Project: Debt payment on USDA Community Facilities Loan issued July, 2006

Estimated Costs:

| | | |
|------------------------------------|-----------------|-------------------|
| Purchase of Land _____ | \$ _____ | |
| Planning and Design Services _____ | _____ | |
| New Construction _____ | _____ | |
| Additions / Renovations _____ | _____ | |
| Repair _____ | _____ | |
| Debt Payment / Bond Payment _____ | | 367,013.00 |
| TOTAL _____ | \$ _____ | 367,013.00 |

Estimated Project Beginning Date: _____ Est. Project Completion Date: _____

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 367,013.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)

(Signature — Chair, Board of Education)

(Date)

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Sampson

Contact Person: David K. Clack

LEA: 820 Sampson County

Title: Finance Officer

Address: 406 County Complex Rd., Clinton, NC

Phone: 910-592-7181

Project Title: 2006 COPs Issue School Construction

Location: Clinton, NC 28328

Type of Facility: New Union and Midway High Schools

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. **Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.**

Short description of Construction Project: Debt payment on \$55,060,000 Certificates of Participation issued November, 2006

Estimated Costs:

| | | |
|------------------------------------|-----------------|---------------------|
| Purchase of Land _____ | \$ _____ | |
| Planning and Design Services _____ | _____ | |
| New Construction _____ | _____ | |
| Additions / Renovations _____ | _____ | |
| Repair _____ | _____ | |
| Debt Payment / Bond Payment _____ | | 1,084,487.00 |
| TOTAL _____ | \$ _____ | 1,084,487.00 |

Estimated Project Beginning Date: _____ Est. Project Completion Date: _____

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 1,084,487.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)

(Signature — Chair, Board of Education)

(Date)

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7972

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Ismail Awardeh
_____ in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | \$ |
|--------------|-----------|
| 2017 | / |
| | / |
| | / |
| | / |
| | / |
| | / |
| TOTAL REFUND | \$ 245.20 |

These taxes were assessed through clerical error as follows.

2011 Honda
Vehicle Sold, Tag Turned In
Tag # ARA 7221

| | | |
|-----|------------|--------|
| 602 | County Tax | 160.08 |
| 501 | School Tax | 27.97 |
| | Fire Tax | |
| 102 | City Tax | 77.15 |
| | TOTAL \$ | 245.20 |

Mailing Address.

X Po Box 2142
Clinton nc, 28329

Yours very truly

Ismail Awardeh
Taxpayer

X
Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____ Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7954

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Tina Barefoot Stewart in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | |
|--------------|------------------|
| <u>2014</u> | \$ <u>125.73</u> |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| TOTAL REFUND | \$ <u>125.73</u> |

These taxes were assessed through clerical error as follows.

Bill # 6022734536
22T6404
Tag Turned in (Totalled)
2014 Ford

601 County Tax 113.43
 School Tax _____
 1506 Fire Tax 12.30
 City Tax _____
 TOTAL \$ 125.73

Mailing Address.

705 Eugene Jernigan Rd
Dunn NC 28334

Yours very truly

Tina Barefoot Stewart
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7969

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Jerenia McMillan Foster in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | |
|--------------|------------------|
| <u>2015</u> | \$ <u>123.00</u> |
| <u> </u> | \$ <u> </u> |
| <u> </u> | \$ <u> </u> |
| <u> </u> | \$ <u> </u> |
| <u> </u> | \$ <u> </u> |
| <u> </u> | \$ <u> </u> |
| TOTAL REFUND | \$ <u>123.00</u> |

These taxes were assessed through clerical error as follows.

Bill # 0031296540
DKP 6447

Tag Turned in - (issued by dealer in error Transfer tag Jerenia)

| | | |
|------|------------|---------------|
| G-01 | County Tax | <u>113.43</u> |
| | School Tax | <u> </u> |
| F08 | Fire Tax | <u>9.57</u> |
| | City Tax | <u> </u> |
| | TOTAL \$ | <u>123.00</u> |

Mailing Address.

2015 Great Bend Dr.
Durham, NC 27704

Yours very truly

Jerenia M Foster
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

[Signature]
Sampson County Tax Administrator

Board Approved _____

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7927

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Terry Alfred Spell in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | |
|--------------|------------------|
| <u>2015</u> | \$ <u>39.98</u> |
| <u>2015</u> | \$ <u>308.89</u> |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| TOTAL REFUND | \$ <u>348.87</u> |

These taxes were assessed through clerical error as follows.

Bill # 0027271127
0028576206

SZM 6449

VFGBS

Tags turned in (traded both in for (vehicle))

| | | |
|-----|------------|---------------|
| 301 | County Tax | <u>217.72</u> |
| | School Tax | _____ |
| | Fire Tax | _____ |
| 001 | City Tax | <u>131.15</u> |
| | TOTAL \$ | <u>348.87</u> |

Mailing Address.

Po Box 310
Autryville, NC 28318

Yours very truly

[Signature]
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

[Signature]
Sampson County Tax Administrator

Board Approved _____ Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7965

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Terry Grant Lewis in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| | |
|---------------------|------------------|
| YEAR <u>2016</u> | \$ <u>110.36</u> |
| \$ | \$ |
| \$ | \$ |
| \$ | \$ |
| \$ | \$ |
| TOTAL REFUND | \$ <u>110.36</u> |

These taxes were assessed through clerical error as follows.

Bill # 00239899
RVM 5053
Tags Turned in (traded in)
2012 VN Chrysler

| | | |
|-----|------------|---------------|
| GOV | County Tax | <u>98.49</u> |
| | School Tax | _____ |
| FOR | Fire Tax | <u>11.87</u> |
| | City Tax | _____ |
| | TOTAL \$ | <u>110.36</u> |

Mailing Address.

184 Bent Tree Ln
Dunn, NC 28334

Yours very truly

Terry Grant Lewis
Taxpayer

Social Security # _____

RECOMMEND APPROVAL

Jim Johnson
Sampson County Tax Administrator

Board Approved _____

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7941

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Ronnie Warren Williams in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | |
|--------------|------------------|
| <u>2014</u> | \$ <u>218.73</u> |
| <u>§</u> | \$ <u>§</u> |
| <u>§</u> | \$ <u>§</u> |
| <u>§</u> | \$ <u>§</u> |
| <u>§</u> | \$ <u>§</u> |
| <u>§</u> | \$ <u>§</u> |
| TOTAL REFUND | \$ <u>218.73</u> |

These taxes were assessed through clerical error as follows.

Bill # 0027404651
X56318

Tag Turned in (traded in)
2015 Dodge TR

| | |
|-----------------|---------------|
| GO 1 County Tax | <u>168.88</u> |
| S01 School Tax | <u>29.56</u> |
| F9 Fire Tax | <u>20.35</u> |
| City Tax | _____ |
| TOTAL \$ | <u>218.73</u> |

Mailing Address.

376 Challenge Club Dr.
Clinton, NC 28328

Yours very truly

R. Warren Williams
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7958

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Johnny Patrick Miller in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| | |
|---------------------|------------------|
| YEAR <u>2014</u> | \$ <u>112.28</u> |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| } | \$ _____ |
| TOTAL REFUND | \$ <u>112.28</u> |

These taxes were assessed through clerical error as follows.

Bill # 0028861377
CKL 1654
Tags Turned in (Turn car back in)
2016 Toy

| | | |
|-----|------------|---------------|
| G01 | County Tax | <u>100.21</u> |
| | School Tax | _____ |
| F11 | Fire Tax | <u>12.07</u> |
| | City Tax | _____ |
| | TOTAL \$ | <u>112.28</u> |

Mailing Address.

857 Houses Mill Rd
Newton Grove, NC

Yours very truly

Johnny Patrick Miller
Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7882

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Prestige Farms Inc in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | |
|--------------|------------------|
| <u>2015</u> | \$ <u>62.25</u> |
| <u>2015</u> | \$ <u>40.63</u> |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| TOTAL REFUND | \$ <u>102.88</u> |

These taxes were assessed through clerical error as follows.

Bill # 0016451209 - V# 600
TAG # ED 9428 - 2013 FORD TK
Bill # 0016460552
TAG # KB 7272
2004 KW TR
V# 462

County Tax 94.88
School Tax _____
Fire Tax 8.00
City Tax _____
TOTAL \$ 102.88

Mailing Address.

P.O. Box 438
Clinton, NC
28329

Yours very truly

Prestige Farms Inc.
Taxpayer Jim Johnson, Treasurer

TAX ID
Social Security _____

RECOMMEND APPROVAL

Jim Johnson
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

P. O. BOX 1082 - CLINTON, NORTH CAROLINA 28329-1082

7955

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

SAMPSON COUNTY BOARD OF COMMISSIONERS
406 COUNTY COMPLEX ROAD, BUILDING C
CLINTON, NORTH CAROLINA 28328

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by Chad Abram Tyndall in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| YEAR | |
|--------------|------------------|
| <u>2016</u> | \$ <u>115.74</u> |
| | \$ _____ |
| | \$ _____ |
| | \$ _____ |
| | \$ _____ |
| | \$ _____ |
| TOTAL REFUND | \$ <u>115.74</u> |

These taxes were assessed through clerical error as follows.

Bill # 0016160505
W2193
Tag Turn in (sold)
2012 Jeep

| | |
|----------------|---------------|
| 602 County Tax | <u>103.80</u> |
| School Tax | _____ |
| F16 Fire Tax | <u>12.44</u> |
| City Tax | _____ |
| TOTAL \$ | <u>115.74</u> |

Mailing Address.

X 3782 Tyndall Bridge Rd
Salemberg, NC 28385

Yours very truly

Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Sampson County Tax Administrator

Board Approved _____

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Stephanie Bass

in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

| | | | |
|--------------------------|-----------------------|----|---------------|
| Year | <u>2015</u> | \$ | <u>463.04</u> |
| | <u>2016</u> | \$ | <u>486.20</u> |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| Total Release/Adjustment | | \$ | <u>949.24</u> |
| | <u>002</u> County Tax | \$ | <u>896.76</u> |
| | School Tax | \$ | _____ |
| | <u>F08</u> Fire Tax | \$ | <u>52.48</u> |
| | City Tax | \$ | _____ |
| | Total | \$ | <u>949.24</u> |

The taxes were assessed through clerical error or an illegal tax as follows:

L Hold parcel 04-0224960-01 - DW was sold + moved in 2011 - Owner never notified tax office

Taxpayer: Stephanie Bass

Tax Administrator: Jim Jumper

Board Approved: _____
Date Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed

by Sampson County against the property owned by Donnie Lee Williams

in Dismal Township, Sampson County, for the year(s) and in the

amount(s) of:

| | | | |
|--------------------------|-----------------------|----|----------------|
| Year | <u>2016</u> | \$ | <u>1068.42</u> |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| Total Release/Adjustment | | \$ | <u>1068.42</u> |
| | <u>602</u> County Tax | \$ | <u>963.90</u> |
| | School Tax | \$ | _____ |
| | <u>700</u> Fire Tax | \$ | <u>104.52</u> |
| | City Tax | \$ | _____ |
| | Total | \$ | <u>1068.42</u> |

The taxes were assessed through clerical error or an illegal tax as follows:

02-1105440-02 was billed to incorrect owner per a mapping issue - the correct^(SH) owner will be billed per afterlist - Both owners agree on ownership -

Taxpayer:

Donnie Lee Williams

Tax Administrator:

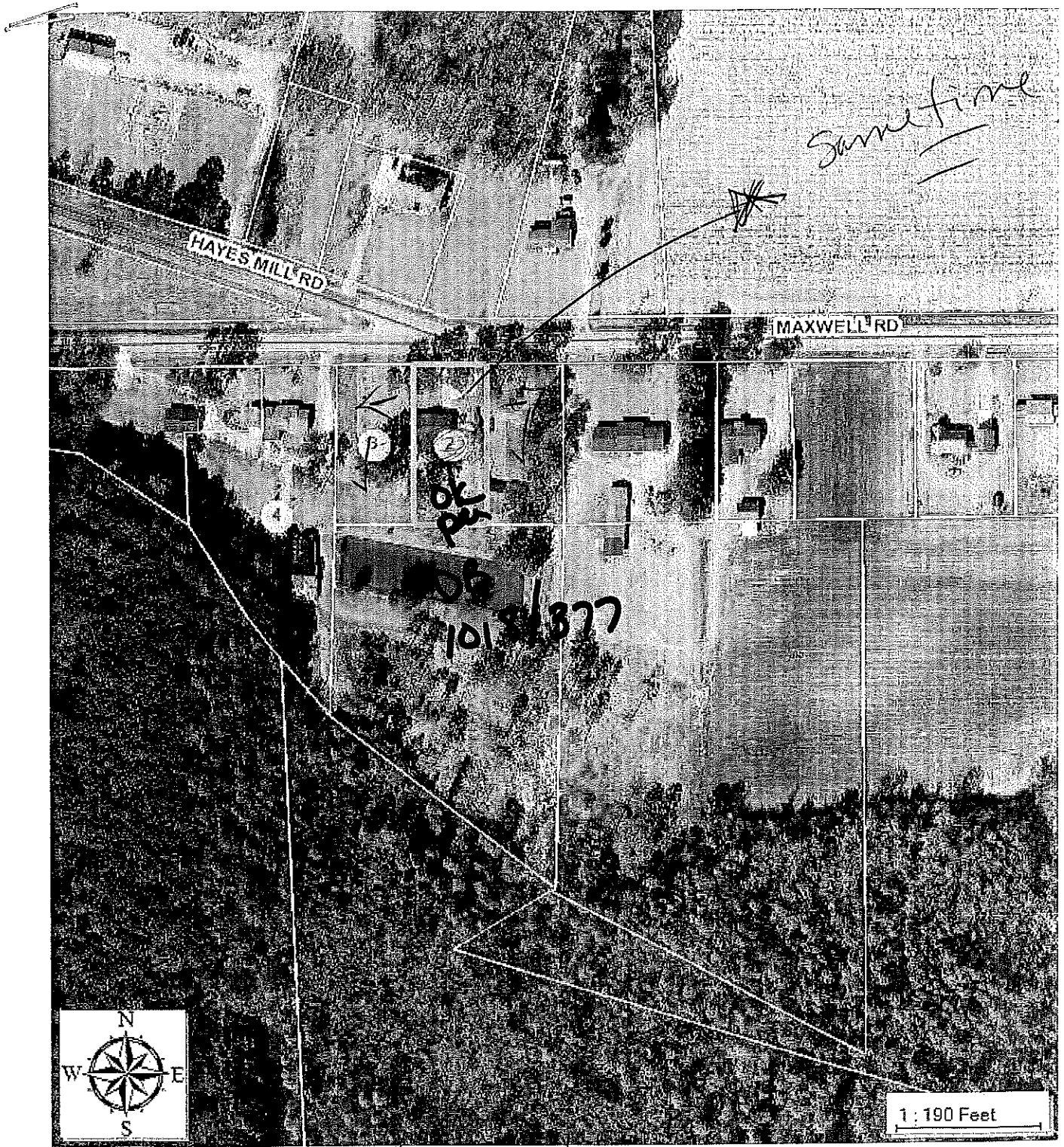
Jim Flour

Board Approved:

Date

Initials

Betty Thompson



Charles + Betty Thompson (567-5351)

Ella Busch (910-309-4130)

1384 20A

Ellie
Susan
Autry

PAR ID: 02110544002

Map #: D 8 0 22G

JURIS CD: 02 DISMAL
G01 SAMPSON COUNTY

F20 CLEMENT FIRE DISTRICT

Route #: 42000

PIN #: 1429-87-2073

SAMPSON CO, NC - Property Card

Printed: 03/09/17 Card: 1 of 1

Appraiser: BG

Ownership: 1105440

WILLIAMS, DONNIE LEE
1925 MAXWELL RD
AUTRYVILLE, NC 28318

SITUS:

1889 MAXWELL RD

Deeded Acres: .5
Legal Description:
Maxwell Rd

Subd:

Parcel: Fair Sale Dt | S Price Db/Pg Valid Code

10/24/84 D 1018/377

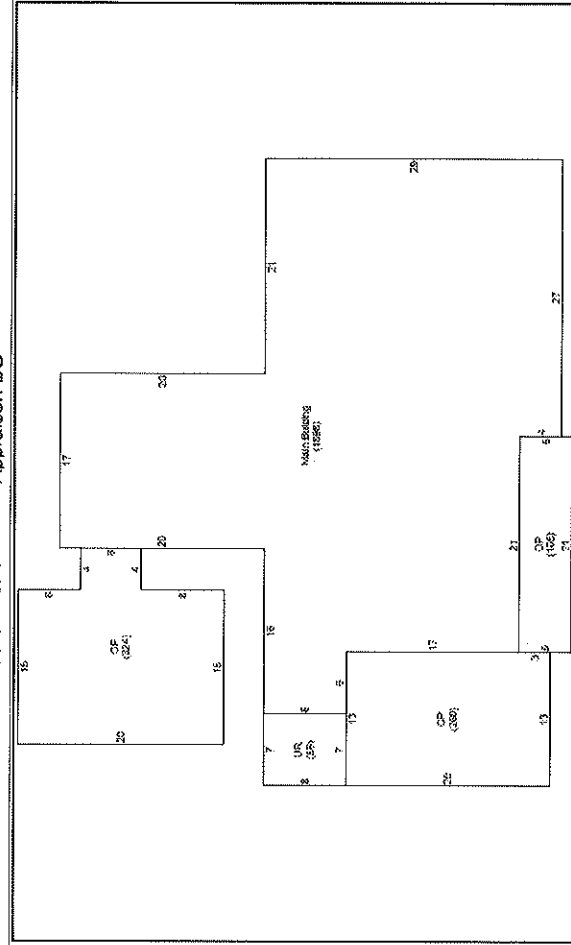
Fronting: Location: No Valid Sale

Parking: Utility: W water; E electric
Zoning:

Sketch Vectors

Vector

A00CR21D4R27U29L21U20L17D20L16D8R6D17 A01CD5R21U6L21 A02CU17L13D20R13U3
A03U17L6CU8L7D8R7 A04U17L6U8R16U12CU6L4U6L15D20R15U8R4



Improvement Description: R1 Ranch

Assessment: 2018

Story: 1
Class: single family
Ext Wall: brck
Yr Blt: 1971
Eff Year: 1980
Heating: forced hot air / car
Fuel:
System: heat and a/c

FP Stacks:
Openings:
Prefab FP:
Rooms: 6
Bedrooms: 3
Unfin Area:
Fin Bsmt Area:
Rec Room Area:

Bsmt:
Bsmt Gar:
Atrc: no attic/unfin
Baths: 1
Half: 1
Extra Fixt:
Misc 1:
Misc 2:

Phys Cond: A
CDU: AV
Over Depr Tb:
Fnct Dep %:
Fnct Desc:
Econ Dep %:
Econ Desc:
N-Fact:

% Complete: C+1
Grade: C+1
C&D Fact:
TV/SF: 68.47
SP/SF: 0.00
RCN/SF: 92.11
RCNLD/SF: 63.56

Land: \$8,663
BLDG: \$107,469
Market: \$116,132
Deferred: \$0
Exempt: \$0
Taxable: \$116,132
Excluded: Ag Use: SWF:

MSF: 1,696 TSF: 2,441

Area Value(RCN) Yr Bt

EFY: Bt Grd

CDU %Gd Table %Cmp

RCNLD

Entrances

| L# | Low | 1st | 2nd | 3rd | Description |
|----|-----|-----|-----|-----|--------------|
| 0 | | | | | Ranch |
| 1 | OP | | | | Open Porch |
| 2 | CP | | | | Carport |
| 3 | UR | | | | Utility Room |
| 4 | OP | | | | Open Porch |

| Yr Bt | 1971 | 1980 | 1980 | C+1 | AV |
|-------|-------|---------|-------|-------|-------|
| Value | 1,696 | 138,759 | 3,018 | 5,513 | 2,110 |
| %Gd | 69 | 69 | 69 | 69 | 69 |
| Table | 69 | 69 | 69 | 69 | 69 |
| %Cmp | 69 | 69 | 69 | 69 | 69 |

Revisit: 95,744
Reason: 2,082
Appr Date: 3,804
Code: 1,456
Rev2: 4,704

Building Permit

Date Permit # Permit \$ CO Date

Total: 107,790

My File Edit Tools Help



Account Information

Preferences

Parcel: 02-1105440-02
 Location: ** MULTIPLE **
 Name: WILLIAMS, DONNIE LEE

Notes/Alerts

Special Conditions/Notes

Special conditions exist for one or more account bills.

Effective Date

Due 03/09/2017

Account Bills

| Year | Type | Bill | NSC | Reference | Due Date | Billed | Abt/Adj | Pmt/Cr |
|----------------|------|-------|-----|------------------|------------|-----------------|----------------|----------------|
| 2001 | RE-R | 3596 | 1 | D8 0 22G SR 1006 | 09/01/2001 | 510.29 | 0.00 | 510.2 |
| 2002 | RE-R | 3653 | 1 | D8 0 22G SR 1006 | 09/01/2002 | 526.14 | 0.00 | 526.1 |
| 2003 | RE-R | 41630 | 1 | D8 0 22G SR 1006 | 09/01/2003 | 697.65 | 0.00 | 697.6 |
| 2004 | RE-R | 3815 | 1 | D8 0 22G SR 1006 | 09/10/2004 | 697.65 | 0.00 | 697.6 |
| 2005 | RE-R | 42466 | 1 | D8 0 22G SR 1006 | 09/01/2005 | 785.43 | 0.00 | 785.4 |
| 2006 | RE-R | 43125 | 1 | D8 0 22G SR 1006 | 09/01/2006 | 822.39 | 0.00 | 822.3 |
| 2007 | RE-R | 4040 | 1 | D8 0 22G SR 1006 | 09/01/2007 | 822.39 | 0.00 | 822.3 |
| 2008 | RE-R | 4114 | 1 | D8 0 22G SR 1006 | 09/01/2008 | 854.73 | 0.00 | 854.7 |
| 2009 | RE-R | 4138 | 1 | D8 0 22G SR 1006 | 09/01/2009 | 854.73 | 0.00 | 854.7 |
| 2010 | RE-R | 4156 | 1 | 1925 MAXWELL ... | 09/01/2010 | 863.97 | 0.00 | 863.9 |
| 2011 | RE-R | 45819 | 1 | 1925 MAXWELL ... | 09/01/2011 | 980.26 | -933.99 | 46.2 |
| 2012 | RE-R | 46186 | 1 | | 09/01/2012 | 46.27 | 0.00 | 46.2 |
| 2013 | RE-R | 46777 | 1 | | 09/01/2013 | 46.27 | 0.00 | 46.2 |
| 2014 | RE-R | 46913 | 1 | MAXWELL RD | 09/01/2014 | 48.65 | 0.00 | 48.6 |
| 2015 | RE-R | 47147 | 1 | MAXWELL RD | 09/01/2015 | 48.65 | 0.00 | 48.6 |
| 2016 | RE-R | 47148 | 1 | 1889 MAXWELL RD | 09/01/2016 | 1,068.42 | 0.00 | 0.0 |
| Totals: | | | | | | 9,673.89 | -933.99 | 7,671.4 |

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by James E Brice in Taylor's bridge Township, Sampson County, for the year(s) and in the amount(s) of:

| | | | |
|--------------------------|-------------|----|----------------|
| Year | <u>2016</u> | \$ | <u>1808.61</u> |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| | _____ | \$ | _____ |
| Total Release/Adjustment | | \$ | _____ |

| | | |
|-----------------------|----|----------------|
| <u>602</u> County Tax | \$ | <u>1735.87</u> |
| School Tax | \$ | _____ |
| <u>F25</u> Fire Tax | \$ | <u>72.74</u> |
| City Tax | \$ | _____ |
| Total | \$ | <u>1808.61</u> |

The taxes were assessed through clerical error or an illegal tax as follows:

Swine houses on 17-0701360-02 were torn down Fall/2015 per owner + Smithfield (Garry Hairr) - Owner had failed to notify office prior to bills processing -

New houses are billed for 2017.

Taxpayer: James E. Brice

Tax Administrator: [Signature]

Board Approved: _____
Date Initials

Ownership: 188889
 BRICE, JAMES EDWARD
 BRICE, MARY C.
 2113 MAIN ST
 NEWBERRY SC 29108

SITUS:
 LEONARD LN
 Deeded Acres: 75.09
 Legal Description:
 Leonard Ln

Subd:
 Parcel: F fair **Sale Dt** **I** **S** **Price** **Db/Pg** **Valid Code**
 Fronting: 03/23/15 SW 2 401,500 1911/575 VALID SALE
 Location: 02/22/88 D 1067/371
 Parking: No Valid Sale
 Utility: E electric; W water
 Zoning:

Sketch Vectors
Vector

Improvement Description: AG
 Story: **FP Stacks:** **Phys Cond:**
 Class: **Openings:** **CDU:**
 Ext Wall: **Prefab FP:** **Over Depr Tb:**
 Yr Bilt: **Rooms:** **Funct Dep %:**
 Eff Year: **Bedrooms:** **Funct Desc:**
 Heating: **Unfin Area:** **Econ Dep%:**
 Fuel: **Fin Bsmt Area:** **Econ Desc:**
 System: **Rec Room Area:** **N-Fact:**

Assessment: 2016
 Land: \$147,522 Excluded: U
 BLDG: \$210,834 Ag Use: SWF
 Market: \$358,356
 Deferred: \$104,499
 Exempt: \$0
 Taxable: \$253,857

| L# | Low | 1st | 2nd | 3rd | Description | Area | Value(RCN) | Yr Bt | EFYr | Bt | Grd | CDU | %Gd | Table | % Cmp | RCNLD |
|---------------|-----|-----|-----|-----|-------------|------|------------|-------|------|----|-----|-----|-----|-------|-------|-------|
| D | | | | | | | | | | | | | | | | |
| W | | | | | | | | | | | | | | | | |
| E | | | | | | | | | | | | | | | | |
| L | | | | | | | | | | | | | | | | |
| L | | | | | | | | | | | | | | | | |
| A | | | | | | | | | | | | | | | | |
| D | | | | | | | | | | | | | | | | |
| D | | | | | | | | | | | | | | | | |
| N | | | | | | | | | | | | | | | | |
| S | | | | | | | | | | | | | | | | |
| Total: | | | | | | | | | | | | | | | | |

Revisit:
Reason:
Appr Date **Code** **Rev2**

Building Permit
Date **Permit #** **Permit \$** **CO Date**
 10/08/2015 F15-00007
 (2) SWINE HOUSES

| Land Description: | | LUC: F | NBHD: D Dirt Road | Topo3: | | Road 1: | Topo1: level | | Ag Use | LN | Soil | Acres | Rate | Value | | | | |
|---------------------------|---------|----------------|-------------------|---------|----------|---------|--------------|---------|--------|-----|------|-------|--------|---------|---------|----------|-------|---------|
| N-Fact: | Zoning: | Topo2: rolling | Traffic: | Size | BaseRate | Adj | AdjRate | Value | A | n/a | 2 | 52.14 | 657.00 | 34,256 | | | | |
| L# | Typ | Code | Desc | | | | | | F | n/a | 4 | 22.95 | 382.00 | 8,767 | | | | |
| 1 | A | 2CA | Cropland | 52.1400 | 2350 | 1089 | 2350 | 122,529 | | | | | | | | | | |
| 2 | A | 4CA | Woodland | 22.9500 | 1089 | | 1089 | 24,993 | | | | | | | | | | |
| Total Parcel Size: | | | | | | | | | | | | | AC | 75.0900 | Rate/AC | 1,964.60 | Value | 147,522 |
| Total: | | | | | | | | | | | | | | | | | Value | 43,023 |

Comments:

**Comment**
 1 From Robert Allen Merritt 2-22-88 Swmh Here Waycross Farm (MurphyS)
 2 From Murphy Brown, Llc 1911/575 3/23/2015
 3 Per 1911/575 & Mb20/31 17-0701360-01 Is C/W This Acreage Adjusted (3/26/2015)
 4 Land Type Also Adjusted Per Aerial (3/27/2015)

| OB&Y | L# | Code | Yr Bld | Eff Yr | W x L | Area | Grd | Units | Mod Cd | Rate | Ovrd Rte | RCN | Cnd | Funct | %Cmp | %Gd | RCNLD |
|---------------|----|------|--------------------|--------|-------|-------|-----|-------|--------|-------|----------|--------|-----|-------|------|-----|---------|
| | 1 | 68 | Swine Finishing Hc | 1989 | X | 4,104 | C | 1 | | 19.00 | 19.00 | 77,976 | G | | | 45 | 35,089 |
| | 2 | 68 | Swine Finishing Hc | 1989 | X | 4,104 | C | 1 | | 19.00 | 19.00 | 77,976 | G | | | 45 | 35,089 |
| | 3 | 68 | Swine Finishing Hc | 1989 | X | 4,104 | C | 1 | | 19.00 | 19.00 | 77,976 | G | | | 45 | 35,089 |
| | 4 | 93 | Pump House | 1950 | X | | C | 1 | | .00 | | | G | | | | 300 |
| | 5 | 68 | Swine Finishing Hc | 1989 | X | 4,104 | C | 1 | | 19.00 | 19.00 | 77,976 | G | | | 45 | 35,089 |
| | 6 | 68 | Swine Finishing Hc | 1989 | X | 4,104 | C | 1 | | 19.00 | 19.00 | 77,976 | G | | | 45 | 35,089 |
| | 7 | 68 | Swine Finishing Hc | 1989 | X | 4,104 | C | 1 | | 19.00 | 19.00 | 77,976 | G | | | 45 | 35,089 |
| Total: | | | | | | | | | | | | | | | | | 210,834 |

COUNTY OF SAMPSON
BUDGET AMENDMENT

MEMO:

March 17, 2017

FROM: Sarah W. Bradshaw

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

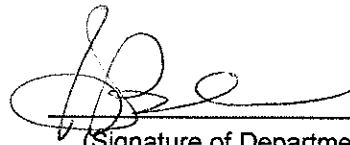
SUBJECT: Budget Amendment for fiscal year 2016-2017

1. It is requested that the budget for the Social Services Department be amended as follows:

| Expenditure Account | Expenditure Account Description | Increase | Decrease |
|---------------------|---------------------------------|----------|----------|
| 13553100-531300 | Transportation of Patients | 6,000.00 | |

| Revenue Account | Revenue Account Description | Increase | Decrease |
|-----------------|-----------------------------|----------|----------|
| 13535450-403304 | Tital XIX Transportation | 6,000.00 | |

2. Reason(s) for the above request is/are as follows: To increase funding for medicaid transportation patients paid directly for travel to authorized medical appointments.

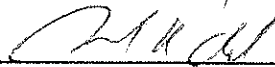


(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/27, 2017



(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

20



(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

COUNTY OF SAMPSON
BUDGET AMENDMENT

March 22, 2017

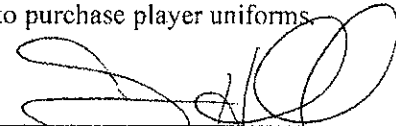
MEMO:
FROM: Dana Hall
TO: Sampson County Board of Commissioners
VIA: County Manager & Finance Officer
SUBJECT: Budget Amendment for fiscal year 2016-2017

1. It is requested that the budget for the Recreation Department be amended as follows:

| <u>EXPENDITURE</u> <u>CODE NUMBER</u> | <u>DESCRIPTION (Object of Expenditure)</u> | <u>INCREASE</u> | <u>DECREASE</u> |
|--|--|-----------------|-----------------|
| 11761201 - 521300 | Uniforms | \$ 500.00 | |

| <u>REVENUE</u> <u>CODE NUMBER</u> | <u>SOURCE OF REVENUE</u> | <u>INCREASE</u> | <u>DECREASE</u> |
|--------------------------------------|--------------------------|----------------------|----------------------|
| 11036120 - 408401 | Donations | \$ 500.00 | \$ 500.00 |

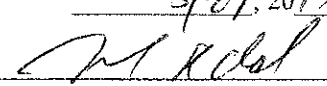
2. Reason(s) for the above request is/are as follows: sponsorship donation to purchase player uniforms.



(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.


3/27, 2017


(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

(Date of approval/disapproval by B.O.C)

_____, 20____


(County Manager & Budget Officer)

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

03/16/17

FROM: COOPERATAIVE EXTENSION SERVICE

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for Fiscal Year 2016-2017

1. It is requested that the budget for the 4-H TEEN COURT AND RESTITUTION Department be amended as follows:

| <u>Expenditure Account</u> | <u>Expenditure Account Description</u> | <u>Increase</u> | <u>Decrease</u> |
|----------------------------|--|-----------------|-----------------|
| 05558320-518200 | RETIREMENT | 27.00 | |
| 05558320-532100 | TELEPHONE AND POSTAGE | | 49.00 |
| 05558320-544000 | CONTRACTED SERVICES | | 578.00 |
| 05558320-545000 | INSURANCE AND BONDS | 240.00 | |

| <u>Revenue Account</u> | <u>Revenue Account Description</u> | <u>Increase</u> | <u>Decrease</u> |
|------------------------|------------------------------------|-----------------|-----------------|
| 05035832-303612 | DIV HUMAN RES - CBA DIV | | 360.00 |

2. Reason(s) for the above request is/are as follows:

TO COVER RETIREMENT AND INSURANCE & BONDS EXPENDITURE
LINE ITEM EXPENSES AND TO CORRECT COUNTY BUDGET TO
MATCH ORIGINAL JCPC BUDGET

Eileen A. Cote

(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/27, 2017

[Signature]

(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

, 20__

[Signature]

(County Manager & Budget Officer)

Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

March 23, 2017

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2016-2017

1. It is requested that the budget for the Godwin Falcon Fire Department be amended as follows:

| <u>Expenditure Account Code</u> | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|---------------------------------|--|-----------------|-----------------|
| 23243410-581012 | Godwin Falcon Fire Dept | 5,000.00 | |

| <u>Revenue Account Code</u> | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|-----------------------------|---------------------------|-----------------|-----------------|
| 23043412-499900 | Fund balance appropriated | 5,000.00 | |

2. Reason(s) for the above request is/are as follows:

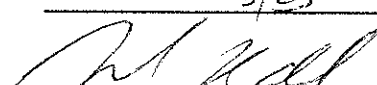
To budget fund balance for equipment for fire department as requested in original budget.



 (Signature of Department Head)

ENDORSEMENT

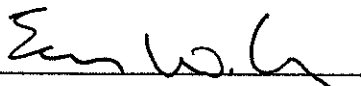
1. Forwarded, recommending approval/disapproval.

_____, 20 17


 (County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____


 (County Manager & Budget Officer)

 Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

March 27, 2017

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2016-2017

1. It is requested that the budget for the Finance Department be amended as follows:

| <u>Expenditure Account Code</u> | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|---------------------------------|--|-----------------|-----------------|
| 11141300-554000 | Capital outlay vehicles | 557,768.00 | |

| <u>Revenue Account Code</u> | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|-----------------------------|--------------------------|-----------------|-----------------|
| 11033910-409100 | Loan proceeds | 557,768.00 | |

2. Reason(s) for the above request is/are as follows:

To budget funds to purchase vehicles for Sampson Area Transportation that will be used for Medicaid transportation starting 7/1/2017.

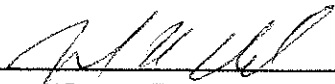


 (Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____ 3/27, 2017



 (County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____



 (County Manager & Budget Officer)

 Date of approval/disapproval by B.O.C.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

March 23, 2017

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2016-2017

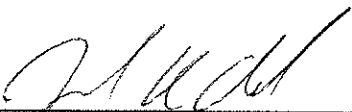
1. It is requested that the budget for the Finance Department be amended as follows:

| <u>Expenditure Account Code</u> | <u>Description (Object of Expenditure)</u> | <u>Increase</u> | <u>Decrease</u> |
|---------------------------------|--|-----------------|-----------------|
| 11141300-512200 | Overtime | 254,784.00 | |
| 11141300-518100 | FICA | 15,798.00 | |
| 11141300-518120 | Medicare | 3,697.00 | |
| 11141300-518200 | Retirement | 18,723.00 | |
| 11141300-518901 | 401K County | 4,238.00 | |

| <u>Revenue Account Code</u> | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
|-----------------------------|----------------------------|-----------------|-----------------|
| 11033010-402605 | Federal FEMA fund disaster | 297,240.00 | |

2. Reason(s) for the above request is/are as follows:

To budget funds to pay the overtime costs of providing shelter for Hurricane Matthew.



 (Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____ 3/23, 20 17

 (County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____

 (County Manager & Budget Officer)

 Date of approval/disapproval by B.O.C.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 5

| | | |
|-----------------------------|---|--|
| Meeting Date: April 3, 2017 | <input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda | <input type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input type="checkbox"/> Planning/ Zoning <input type="checkbox"/> Water District Issue |
|-----------------------------|---|--|

SUBJECT: Consideration of Tax Appeals

DEPARTMENT(s): Board of Commissioners

PUBLIC HEARING: No

CONTACT PERSON: Edwin W. Causey, County Manager
Jim Johnson, Tax Administrator

PURPOSE: To consider taxpayer appeals of penalties assessed for failure to timely list business personal property

ATTACHMENTS: Appeal Requests and Tax Billings

BACKGROUND: Assessments and billings have been issued as a result of business personal property compliance reviews. The following individuals have requested an adjustment of the penalties applied to their accounts, pursuant to North Carolina General Statutes, for failure to timely list their business personal property. The Board has previously voted to require the appeal to be made in person (or by a designated representative).

Jones Farming (Tony Manley Jones): (Tax \$32,350.71 + Penalty \$8,926.20= \$41,276.91)

RECOMMENDED ACTION OR MOTION: Allow each citizen opportunity to request adjustment and consider each appeal individually

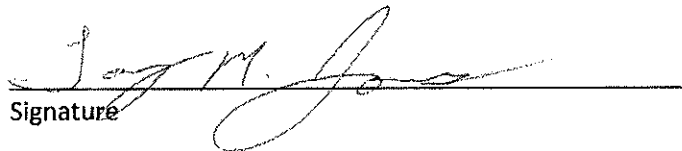
Date: March 17, 2017

Jones Farming
Tony M Jones
1889 Coker Store Rd
Mt Olive NC 28365

Account # 188012

Sampson County Board of Commissioners,

A compliance review was recently completed on my business personal property account with the Sampson County Tax Office. I respectfully request an adjustment of the penalties applied to my account for failure to timely list my assets. I fully understand that I must appear before the Sampson County Board of Commissioners at a date to be determined to be considered for a relief or adjustment of any penalties.


Signature

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 6

Meeting Date: April 3, 2017

Information Only
 Report/Presentation
 Action Item
 Consent Agenda

Public Comment
 Closed Session
 Planning/ Zoning
 Water District Issue

INFORMATION ONLY

For all Board Information items, please contact the County Manager's Office if you wish to have additional information on any of the following.

- a. NCACC Upcoming Events
- b. Flyer - Sound the Alarm Event for Child Abuse Prevention Awareness
- c. Flyer - Action Pathways/Second Harvest Food Bank Food Distribution Event (Harrells)

Susan Holder

From: Jason King <jason.king@ncacc.org>
Sent: Thursday, March 16, 2017 2:09 PM
To: County Clerks in North Carolina
Cc: Matthew Bigelow
Subject: [countyclerks] NCACC District Meetings and County Assembly Day, and NC 'Stepping Up' Summit

Hi all – I wanted to make sure that word is getting out about our upcoming NCACC District Meetings and County Assembly Day.

If you are not aware, the **NCACC's April District Meetings** are a good way for commissioners, county managers and clerks to engage with NCACC staff and other counties about developments in legislation impacting counties; and to share your county perspective on issues of importance and conversations with your legislators.

Meetings are held from 5:30 - 8 p.m. and include dinner. They are open to county commissioners and staff, and there is no charge to attend.

Visit <http://ncaccevents.org/events/2017-district-meetings/> to register for:

- April 5 in Burke County (Morganton);
- April 6 in Transylvania County (Brevard);
- April 12 in New Hanover County (Wilmington);
- April 20 in Lee County (Sanford);
- April 26 in Halifax County (Roanoke Rapids); or
- April 27 in Tyrrell County (Columbia)

County Assembly Day (Wednesday, May 10) brings commissioners and county staff from across the state to Raleigh for a day at the Legislature. A brief session to start the day includes an update on legislation of interest to counties, as well as comments from legislative leadership. Spend time with NCACC staff "walking the halls" at the General Assembly, and invite your legislator(s) and their staff for lunch on Halifax Mall.

The event begins at 9 a.m. at the NC Museum of History. The event is open to county commissioners and staff, and there is no charge to attend. Learn more and register here: <http://www.ncacc.org/168/County-Assembly-Day>

One day prior to County Assembly Day, the NCACC is co-sponsoring the inaugural "**Stepping Up in North Carolina**" **Summit. The Tuesday, May 9, event** at the McKimmon Center in Raleigh features national experts and trendsetters, and representatives from NC counties that are working on initiatives to reduce the mentally ill population in county jails. County commissioners, County Managers and Sheriffs are among those invited to apply to attend (no charge) at <http://bit.ly/SteppingUpNC>.

If you are traveling to Raleigh on Tuesday but cannot attend the Summit, consider attending a reception at McKimmon Center that is open to all county officials that evening from 5 - 6 p.m. More information is available at <http://www.ncacc.org/DocumentCenter/View/2914>.

Thank you, and please contact me at (919) 715-0045 or jason.king@ncacc.org if you have questions about any of these events.



SOUND THE ALARM

April 7, 2017

10am

Milling Around Artwork
Downtown

Please join the Sampson County Child Advocacy Center along with Sampson County Department of Social Services in “Sounding the Alarm” on Child Abuse Prevention. Bring a whistle or horn to help us make some noise! Then join us in planting a pinwheel garden.



SOUND THE ALARM!

APRIL IS CHILD ABUSE PREVENTION MONTH

Sound the Alarm will be followed by a Pinwheel Planting

Partner with us to bring awareness to child abuse

Join us at

https://www.facebook.com/sampsoncountycac/?ref=aymt_homepage_panel#

**SAMPSON COUNTY CHILD ADVOCACY CENTER/SAMPSON COUNTY DSS
910-592-4200**

Second Harvest Food Bank

MOBILE FOOD PANTRY DISTRIBUTION



SPONSOR:

SECOND HARVEST FOOD BANK
SOUTHEAST NORTH CAROLINA
Fayetteville, NC 28312

LOCATION:

Harrell's Community Center
183 Bland School Rd.
Harrell's, NC

WHEN:

Tuesday, March 28th, 2017
2PM - 4PM
(Or while supplies last)

**YOU WILL NEED TO HAVE YOUR
OWN CARRYING CONTAINERS**

- First-come, first-serve.
- Please bring your own carrying containers.

**SECOND HARVEST
FOOD BANK**
Southeast North Carolina



an ACTION Pathways
program

130

A member of **FEEDING
AMERICA**

POLICIES AND PROCEDURES REGARDING PUBLIC COMMENT

A period reserved for comments from the public on topics not otherwise included on that evening's agenda will be included as an item of business on all agendas of regularly-scheduled Board of Commissioners meetings and shall be deemed the "Public Comment" segment of the agenda. The Public Comment segment of the agenda will be placed at the end of the agenda, following the conclusion of all other open session business.

As with Public Hearings, the Chair (or presiding officer) will determine and announce limits on speakers at the start of the Public Comment period. Generally, each speaker will be allocated five (5) minutes. **Speakers may not allocate their time to another speaker.** The Chairman (or presiding officer) may, at his discretion, decrease this time allocation, if the number of persons wishing to speak would unduly prolong the meeting.

The Public Comment period shall not exceed a total of thirty (30) minutes unless the Board entertains a successful majority vote to extend this period.

An individual wishing to address the Board during the Public Comment period shall register with the Clerk to the Board prior to the opening of the meeting by signing his or her name, address and a short description of his or her topic on a sign-up sheet stationed in the lobby of the County Auditorium.

If time allows, those who fail to register before the meeting may speak during the Public Comment period. These individuals will speak following those who registered in advance. At this time in the agenda, an individual should raise his or her hand and ask to be recognized by the Board Chair (or presiding officer); and then state his or her name, address and introduce the topic to be addressed.

Items of discussion during the Public Comment segment of the meeting will be only those appropriate to Open Meetings. Closed Meeting topics include, but are not limited to, such subjects as personnel, acquisition of real property, and information protected by the client-attorney privilege. Closed Meeting subjects will not be entertained.

Because subjects of Special and Emergency Meetings are often regulated by General Statutes, there will be no Public Comments segment reserved on agendas of these meetings; however, Special and Emergency Meetings are open for public attendance.

The Public Comments segment of the agenda is intended to provide a forum for the Board of Community to listen to citizens; **there shall be no expectation that the Board will answer impromptu questions.** However, Board members, through the presiding officer, may ask the speaker questions for clarification purposes. The Board will not take action on an item brought up during the Public Comments segment of the agenda and, when appropriate, items will be referred to the Manager or the proper Department Head.