



**SAMPSON COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
June 13, 2018 - Recessed Meeting
Sampson County Administration Building Conference Room**

6:00 pm Reconvene Meeting, Invocation

Item 1 Adoption of a Resolution Appointing Review Officers and Zoning Administrators 1

The adoption of this resolution (required by statute) evidences the appointments made by the Board at the June 4, 2018 meeting.

Item 2 Approval of Offer and Acceptance Documents for State SRP Loan and Grant for Manganese Dioxide Treatment Systems 2 - 7

Because the dates for the grant have been amended, the execution of new documents is required. The documents are duplicate to those approved in September 2017.

Item 3 Approval of the Memorandum of Understanding Between Sampson County and the NC Department of Health and Human Services 8 - 30

This item was tabled at your June 4, 2018 meeting for further review by the County Attorney and staff. The final documents are provided for your approval. County Attorney Joel Starling and DSS Director Sarah Bradshaw can provide additional information as needed.

Item 4 Adoption of the Budget Ordinance for FY 2018-2019 31 - 77

The budget ordinance has been prepared as directed by the Board.

Adjournment



RESOLUTION APPOINTING REVIEW OFFICERS

WHEREAS, G.S.47-30.2 requires the Board of Commissioners in each County, by resolution, to appoint a person to serve Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, the Sampson County Board of Commissioners had previously in 2005 appointed Cindy Cottle to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statute and empowered her to delegate said duties to duly named alternate review officers. The alternative review officers designated at that time were Jeff Vreugdenhil, Mary Rose and Jimmy Fannin; and

WHEREAS, in accordance with the Sampson County Zoning Ordinance, the Sampson County Board of Commissioners shall appoint Zoning Officer(s) to enforce the provisions of the Zoning Ordinance; and

WHEREAS, Sampson County is currently transitioning from contracted planning and zoning services to a County department as of July 1, 2018, thus necessitating that Review Officers and Zoning Administrators be established for this period of transition.

NOW THEREFORE, BE IT RESOLVED, that effective July 1, 2018, previous appointments of Review Officers or alternative Review Officers are revoked and the following persons are appointed as Review Officers: Myron Cashwell, Anita Lane and Cindy Cottle.

BE IT FURTHER RESOLVED, that a copy of this Resolution designating the Review Officer and alternates be recorded in the Sampson County Register of Deeds Office and indexed in the name of the Review Officer.

BE IT FURTHER RESOLVED, that effective July 1, 2018, previous appointments of Zoning Administrators are revoked and the following persons are appointed as Zoning Administrators: Myron Cashwell, and Anita Lane.

ADOPTED this 13th day of June, 2018.

Clark H. Wooten, Chairman
Sampson county Board of Commissioners

ATTEST:

Susan J. Holder, Clerk to the Board



ROY COOPER
Governor

MICHAEL S. REGAN
Secretary

KIM H. COLSON
Director



CERTIFIED MAIL
RETURN RECEIPT REQUESTED

May 31, 2018

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

SUBJECT: Offer & Acceptance for State SRP Loan & Grant
DWI Project No. H-SRP-D-17-0014
Manganese Dioxide Treatment Systems
Sampson County, NC

Dear Mr. Causey:

The County of Sampson was approved for a State (SRP) loan and grant from the Water Infrastructure Fund in the amount of **\$1,351,000**. This project may be funded with bond proceeds pursuant to S.L. 2015-280. Therefore, the applicant must adhere to the Division's procedures for federal tax compliance requiring the Division to revise the Offer. Accordingly, enclosed are two (2) copies of the revised offer-and-acceptance document, extending a State Loan in the amount of \$337,750 and a State Grant in the amount of \$1,013,250. This offer is made by the Division of Water Infrastructure (DWI), subject to the assurances and conditions set forth in the enclosed offer-and-acceptance document. Funds will not be disbursed unless this offer is accepted.

Priority for obtaining this State Grant and Loan was based on the entire scope of this project. *Therefore, Sampson County must complete the project as defined in their application for funding.*

Upon your acceptance, please submit the following items to Mark Hubbard, Division of Water Infrastructure (DWI), 1633 Mail Service Center, Raleigh, North Carolina 27699-1633, within forty-five (45) days of receipt of this offer:

1. A resolution (sample copy attached), adopted by the governing body, accepting the grant and loan offer, and making the applicable assurances contained therein;
2. One (1) copy of the original offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed "Standard Conditions and Assurances for State Projects". **Please retain the second copy for your files.**
3. Federal Identification Number and DUNS # of the Recipient (Memo attached)



4. Sales Tax Certification (attached)
5. Federal Tax Compliance Questionnaire and Certification regarding tax compliance for projects funded with proceeds from the NC Connect Bond Act of 2015 (attached). Note there is a continued compliance procedure outlined in the instructions with the questionnaire.

Once construction of the subject project has commenced, the enclosed "reimbursement request form" must be completed and submitted with all reimbursement requests. You are free to reproduce this form should additional copies be needed.

In addition, a memorandum requesting your federal identification number has been included with this offer of funding. You must complete and submit this form no later than the time when you choose to submit your first request for reimbursement.

On behalf of the Department of Environmental Quality, I am pleased to extend this offer of State Grant and Loan funds, made available by the North Carolina Water Infrastructure Fund. Should you have any questions concerning this offer of funding, or any of the stipulations outlined in this letter, please contact Mark Hubbard, DWI's Grant Management Unit Supervisor, at 919.707.9162.

Sincerely,



Kim H. Colson, P.E., Director
Division of Water Infrastructure, NCDEQ

Enclosures: Offer-and-Acceptance Document (2 copies)
Resolution by Applicant's Governing Body to Accept an Offer of Funding
Sales-Tax Certification Form
Federal Tax Compliance Questionnaire and Instructions for Connect North Carolina Bonds
Fed ID/DUNS No. Request Memo
State Reserve Funds Guidance Document
Reimbursement Request Form

CC: Matt West, PE, Dewberry Engineers Inc. (Raleigh, NC)
FILE: SRP Funding Commitment



**STATE OF NORTH CAROLINA
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE**

Funding Offer and Acceptance

Legal Name and Address of Award Recipient

Project Number:

H-SRP-D-17-0014

Sampson County
406 County Complex Road
Clinton, North Carolina 28328

Drinking Water	<input checked="" type="checkbox"/>	Additional Amount for Funding Increases	Previous Total	Total Offered
Wastewater	<input type="checkbox"/>			
State Revolving Fund (SRF)	<input type="checkbox"/>			
State Reserve Loan (SRP)	<input checked="" type="checkbox"/>			\$ 337,750
State Reserve Grant (SRP)	<input checked="" type="checkbox"/>			\$1,013,250
State Emergency Loan (SEL)	<input type="checkbox"/>			
Asset Inventory & Assessment Grant (AIA)	<input type="checkbox"/>			
Merger/Regionalization Feasibility Grant (MRF)	<input type="checkbox"/>			

Project Description:

Iron and Manganese Treatment Systems

Total Financial Assistance Offer:	\$ 1,351,000
Total Project Cost:	\$ 1,351,000
Estimated Closing Fee*:	\$ 21,954
<i>For Loans</i>	
Principal Forgiveness:	\$ 0
Interest Rate:	0 % Per Annum
Maximum Loan Term:	20 Years

**Estimate closing fee calculated based on grant and loan amount.*


Pursuant to North Carolina General Statute 159G:

- The applicant is eligible under Federal and State law,
- The project is eligible under Federal and State law, and
- The project has been approved by the Department of Environmental Quality as having sufficient priority to receive financial assistance,

The Department of Environmental Quality, acting on behalf of the State of North Carolina, hereby offers the financial assistance described in this document.

For The State of North Carolina:

**Kim H. Colson, P.E., Director, Division of Water Infrastructure
North Carolina Department of Environmental Quality**

 Signature	5/31/18 Date
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On Behalf of:

Sampson County

Name of Representative in Resolution:

Title (Type or Print):

I, the undersigned, being duly authorized to take such action, as evidenced by the attached CERTIFIED COPY OF AUTHORIZATION BY THE APPLICANT'S GOVERNING BODY, do hereby accept this Financial Award Offer and will comply with the Assurances and the Standard Conditions.

Signature	Date
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STANDARD CONDITIONS & ASSURANCES FOR STATE RESERVE PROJECTS

1. Specific MBE/WBE (DBE) forms and instructions are provided that are to be included in the contract specifications. These forms will assist with documenting positive efforts made by recipients, their consultants and contractors to utilize disadvantaged businesses enterprises. Such efforts should allow DBEs the maximum feasible opportunity to compete for sub agreements and subcontracts to be performed. Documentation of efforts made to utilize DBE firms must be maintained by all recipients, and construction contractors, and made available upon request.
2. The Applicant intends to construct the project or cause it to be constructed to final completion in accordance with the Application approved for financial assistance by the Division.
3. The recipient acknowledges that in the event a milestone contained in the Letter of Intent to Fund is missed, the Department of Environmental Quality will rescind this Funding Offer.
4. The Applicant is responsible for paying for the costs ineligible for State funding.
5. The construction of the project, including the letting of contracts in connection therewith, conforms to the applicable requirements of State and local laws and ordinances.
6. As of the acceptance of this Funding Award Offer, steps A-D in the Funding Guidance will be complete. These Assurances, likewise, incorporate the most recent version of the Funding Guidance, and the Applicant hereby certifies by accepting this Funding Award Offer that it will adhere to the subsequent steps in the Funding Guidance document. The remaining steps generally govern project design, bidding, contracting, inspection, reimbursements, closeout and repayment.
7. The Applicant will provide and maintain adequate engineering supervision and inspection.
8. The recipient agrees to establish and maintain a financial management system that adequately accounts for revenues and expenditures. Adequate accounting and fiscal records will be maintained during the construction of the project and will be retained and made available for a period of at least three years following completion of the project.
9. All State funds loaned shall be expended solely for carrying out the approved project, and an audit shall be performed in accordance with G.S. 159-34. Partial disbursements on this loan will be made promptly upon request, subject to adequate documentation of incurred eligible costs, and subject to the recipient's compliance with the Standard Conditions of this Award. The Applicant agrees to make prompt payment to its contractor, and to retain only such amount as allowed by North Carolina General Statute.
10. The applicant will expend all of the requisitioned funds for the purpose of paying the costs of the project within three (3) banking days following the receipt of the funds from the State. Please note that the State is not a party to the construction contract(s) and the Applicant is expected to uphold its contract obligations regarding timely payment.
11. This project may be funded with bond proceeds pursuant to S.L. 2015-280. Therefore, the applicant must adhere to the Division's procedures for federal tax compliance for projects receiving bond proceeds pursuant to S.L. 2015-280 Connect NC Bond Act of 2015, which assures that the infrastructure will not be used or operated in a way that would create private business use, unless such use or operation is approved by the State.

Acknowledgement of Standard Conditions and Assurances

The Applicant hereby gives assurance to the Department of Environmental Quality that the declarations, representations, and statements made in all documents, and communications filed with the Department of Environmental Quality in support of its request for financial assistance will be fulfilled.

<p>.....</p> <p>Signature</p>	<p>.....</p> <p>Date</p>
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RESOLUTION BY GOVERNING BODY OF APPLICANT

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

WHEREAS, the North Carolina Department of Environmental Quality has offered a State (SRP) Loan and Grant in the amount of \$1,351,000 (State Loan of \$337,750 and State Grant of \$1,103,250) for the construction of a manganese dioxide treatment system; and

WHEREAS the Board of Commissioners of the County of Sampson intends to construct said project in accordance with the approved plans and specifications.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF SAMPSON:

That the County of Sampson does hereby accept the State (SRP) Loan and Grant offer of \$1,351,000.

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

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

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

ADOPTED, This 2nd day of October, 2017 at the Board’s regularly scheduled meeting held in Clinton, North Carolina. **Re-adopted, this 13th day of June, 2018.**

Clark H. Wooten, Chairman

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk to the Board of Commissioners of the County of Sampson does hereby certify: That the above/attached resolution is a true and correct copy of the resolution legally adopted at a regularly convened meeting of the Board of Commissioners of the County of Sampson duly held on the 2nd day of October, 2017 **(and re-adopted this 13th day of June, 2018)**; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this 13th day of June, 2018.

Susan J. Holder, Clerk to the Board

**CAPITAL PROJECT ORDINANCE CONCERNING
WELL TREATMENT SYSTEM**

PROJECT ORDINANCE NO: _____ **ADOPTED:** _____ Re-adopted 6/13/2018

BE IT ORDAINED by the Board of Commissioners of Sampson County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1.0 The project authorized is Well Treatment System.

Section 2.0 The officers of this unit are hereby directed to proceed with the capital project within the budget contained herein.

Section 3.0 The following revenues are available to complete this project:

State Reserve Loan	\$337,750
State Reserve Grant	1,013,250

Section 4.0 The following amounts are appropriated for this project:

Construction	\$1,101,000
Engineering & other professional services	250,000

Section 5.0 The Finance Officer is hereby directed to maintain within the Capital Projects Fund sufficient specific accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of any applicable bond and loan resolutions will also be met.

Section 6.0 Funds that have been advanced, or may be advanced from the General Fund for project costs are intended to be reimbursed from the grant proceeds. Reimbursement requests should be made in a timely manner.

Section 7.0 The Finance Officer is directed to report quarterly on the financial status of the project and on the total proceeds received or claimed.

Section 8.0 The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to the Board.

Section 8.0 Copies of this capital project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 2nd day of October, 2017. Re-adopted, this 13th day of June, 2018

Clark H. Wooten, Chairman

Susan J. Holder, Clerk to the Board

FY 18-19 DHHS/County Agreement Final Draft Talking Points

5/31/2018

- Session Law 2017-41 requires all counties to enter into an annual written agreement with the Department of Health and Human Services for all social services programs excluding medical assistance (Medicaid). The law requires the agreement to contain certain performance requirements and administrative responsibilities related to the social services programs.
- The Department issued three previous drafts of this agreement to the NC Association of County Commissioners and the DSS Directors Association, as well as all county DSS directors. In response, these groups, along with other county representatives from across the state, provided lengthy and detailed feedback on the agreement and proposed performance requirements.
- The three growth measures in foster care are designed to show progress over time. DHHS considered similar feedback for two of the child support measures, however, these measures were not changed for a number of reasons:
 - Counties have been provided annual performance measures for Child Support Enforcement for a number of years. These county-specific performance measures are based on the counties prior years' performance.
 - The State of North Carolina draws down incentive dollars from the federal government based on performance in these five federal performance measures. 85% of those incentive dollars are sent to the counties based on their individual performance.
- The Department considered every comment received in developing this final draft of the agreement. Highlights of comments and subsequent changes made to the agreement in response to the feedback include:
 - Throughout the drafting process, many counties expressed concern over the formalistic nature of the written agreement. In an effort to compromise with counties on the format of this agreement, we have changed the name of the document from "Annual Written Agreement" to a "Memorandum of Understanding". While this change does not alter the binding nature of the agreement as is required by HB 630, we hope this change reflects the Department's commitment to working collaboratively with counties in providing social services the people of North Carolinians.
 - The Department recognizes the critical role it plays in engaging with other state-level and system-level partners to work towards improving the delivery of social services. To reflect this concept, under Section 13.0, the Department has add the following language: "The Department shall provide leadership and coordination for developing strategies that address system-level barriers to the effective delivery of social services programs, including but not limited to: the Administrative Office of Courts, the LME/MCO, Department of Public Instruction, and the Department of Public Safety."
 - Multiple commenters expressed concern with the provision requiring the County to provide the name of any subcontractors within 30 days of execution of a contract. We have clarified that the subcontractors the Department wants to be notified about are

ones the county contracts with for the provision of an entire social services program. For example, several counties sub-contract with a third party to administer the county's child support program. The Department wants to know this information. In contrast, If a county sub-contracts with a third party to perform Employment and Training services related to the FNS Program, the Department does not need to know this information, because the entirety of the FNS program has not been subcontracted. Please also note that all that is required to be disclosed to the Department is the name of the subcontractor.

- Several commenters have still expressed confusion about who is required to sign the agreement. HB630 requires the County to enter into a written agreement with the Department. The agreement is between the Department and the County, not the County DSS. Each county shall decide who the appropriate authorized signatory should be. In some counties, it may be appropriate for that person to be the County DSS Director, and in others it may be the County Manager. However, it should be noted that the individual signing the agreement is providing a warranty that he or she has the authority to sign and bind the parties to the agreement (Section 16.0).
- The Department recognizes that these agreements, and specifically the required performance measurements, represent a new dynamic to the administration of social services in North Carolina. To that end, the Department has inserted language under Section 2.0 to indicate that no performance improvement plans or corrective action plans related to the performance measurements will be initiated until after January 1, 2019. During the first six months of this agreement, from July 1, 2018 until December 31, 2018, the Department will be providing counties with the results of the performance measurements. However, as stated, no steps will be taken against counties who are not meeting the prescribed levels until January 1, 2019. This will provide both the Counties and the Department with six months to work through any issues related to data collection, data entry and the operation of the technology systems utilized in the process. It will also allow the counties to have six months to work towards compliance of the performance measurements.
- In response to numerous comments related to training of county personnel, the Department has made the following changes:
 - The Department will publish an annual list of both required and recommended trainings for all county personnel administering social services programs
 - The Department will also provide counties with guidance on adequate staffing patterns
 - The Department has also inserted language in Section 13.0(4)(a)(ii) stating that not only will training be provided statewide, but that the Department will provide "timely and adequate" training to county personnel. We recognize that staff training is a critical component to the administration of social services and the Department is committed to working to increase the opportunities to counties across the state.

- The Department will make the commitment to publish a system-wide training calendar quarterly, not just semi-annually.
- We have also removed the provision under Section 14.0 related to the qualifications of county personnel. We recognize that staff qualifications is an HR matters more appropriately addressed outside of this agreement.
- All Performance Measurements will be tracked monthly and a report will be sent out to counties each month. More information will be forthcoming on the process, including specific dates on which the monthly report will be run and dispersed to counties.
- Several updates have been made to Attachment X, Corrective Action. The Department has included a specific process by which the relevant Division Director will review any disagreement submitted to the Department regarding a notice of non-compliance. In the event the Division Director sides with the County, the notice of non-compliance will be rescinded. If the Division Director makes a decision to proceed with the performance improvement plan, the parties shall work collaboratively to address the issues raised in the disagreement letter in the performance improvement plan.

**MEMORANDUM OF UNDERSTANDING (FISCAL YEAR 2018-19) BETWEEN
THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES
AND
SAMPSON COUNTY**

A Written Agreement Pursuant to N.C. Gen. Stat. § 108A-74, an Act of the North Carolina General Assembly

This Memorandum of Understanding (“MOU”) is made by and between the North Carolina Department of Health and Human Services, (hereinafter referred to as the “Department”) and Sampson County a political subdivision of the State of North Carolina (hereinafter referred to as the “County”) to comply with the requirements of law, N.C. Gen. Stat. § 108A-74. The Department and the County may be referred to herein individually as a “Party” and collectively as the “Parties.”

TERMS OF UNDERSTANDING

In consideration of the mutual promises and agreements contained herein, as well as other good and valuable consideration, the sufficiency of which is hereby acknowledged by the Parties, the Parties agree to this MOU, effective July 1, 2018, in compliance with the mandates of law enacted by the North Carolina General Assembly and in recognition of possible amendments by the General Assembly, the Parties further agree to conform to changes made to the law, notwithstanding a contractual term previously agreed upon.

1.0 Parties to the MOU

The only Parties to this MOU are the North Carolina Department of Health and Human Services and Sampson County, a political subdivision of the State of North Carolina.

1.1 Relationships of the Parties

Nothing contained herein shall in any way alter or change the relationship of the parties as defined under the laws of North Carolina. It is expressly understood and agreed that the enforcement of the terms and conditions of this MOU, and all rights of action relating to such enforcement, shall be strictly reserved to the Department and the County. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Department and County that any such person or entity, other than the Department or the County, receiving services or benefits under this MOU shall be deemed an incidental beneficiary only.

Subcontracting: The County shall be responsible for the performance of all of its subcontractors. The County shall disclose the names of its subcontractors to the Department within thirty (30) days of the execution thereof. The County shall also provide additional information concerning its subcontractors as may be requested by the Department within thirty (30) days of the request. The County additionally agrees not to enter into any confidentiality agreement or provision with a subcontractor or other agent to provide services related to this MOU that would prevent or frustrate the disclosure of information to the Department. Subcontractors shall be defined under this MOU to mean any party the county enters into a contractual relationship with for the complete administration of one or more social services programs covered by this MOU. Temporary employees hired by the County shall not be considered subcontractors under this MOU.

Assignment: No assignment of the County's obligations or the County's right to receive any funding made in any way concerning the matters covered by this MOU hereunder shall be permitted.

2.0 Terms of the MOU

The term of this MOU shall be for a period of one year beginning July 1, 2018 and ending June 30, 2019.

2.1 Default and Modification

Default: In the event the County fails to satisfy the mandated performance requirements as set forth in Attachments I through IX or fails to otherwise comply with the terms of this MOU, the Department may withhold State and/or federal funding. Any such withholding shall be in compliance with, and as allowed by, state and/or federal law.

Performance Improvement/Corrective Action: Prior to the Department exercising its authority to withhold State and/or federal funding for a failure to satisfy the mandated performance requirements or failure to comply with the terms of this MOU, the steps set forth in Attachment X will govern. For this MOU covering Fiscal Year 2018-2019, the Department will not initiate any actions set forth in Attachment X related to the mandated performance requirements until January 1, 2019. Nothing contained in this MOU or Attachment X shall supersede or limit the Secretary's authority to take any action otherwise set forth in N.C. Gen. Stat. § 108A-74.

Waiver of Default: Waiver by the Department of any default or breach in compliance with the terms of this MOU by the County shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this MOU unless stated to be such in writing, signed by an authorized representative of the Department and the County and attached to the MOU.

Force Majeure: Neither Party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

Modification: The terms and conditions of this MOU may only be modified by written agreement of the Parties, signed by an authorized representative of the Parties.

3.0 MOU Documents

The Recitals and the following attachments are incorporated herein by reference and are part of this MOU:

- (1) The portions hereof preceding the Terms of Understanding, including but not limited to the introductory paragraph and the Recitals, which are contractual as well as explanatory
- (2) The Terms of Understanding
- (3) Attachment I – Mandated Performance Requirements: Child Welfare – Child Protective Services
- (4) Attachment II – Mandated Performance Requirements: Foster Care
- (5) Attachment III – Mandated Performance Requirements: Child Support
- (6) Attachment IV – Mandated Performance Requirements: Energy

- (7) Attachment V – Mandated Performance Requirements: Work First
- (8) Attachment VI – Mandated Performance Requirements: Food and Nutrition Services
- (9) Attachment VII – Mandated Performance Requirements: Adult Protective Services
- (10) Attachment VIII – Mandated Performance Requirements: Special Assistance
- (11) Attachment IX – Mandated Performance Requirements: Child Care Subsidy
- (12) Attachment X – Corrective Action

4.0 Entire MOU

This MOU and any documents incorporated specifically by reference represent the entire agreement between the Parties and supersede all prior oral or written statements or agreements between the Parties.

5.0 Definitions

While "County" is used as an abbreviation above, the following definitions, some of which are contained in N.C. Gen. Stat. § 108A-74(a), also apply to this MOU:

- (1) "County department of social services" also means the consolidated human services agency, whichever applies;
- (2) "County director of social services" also means the human services director, whichever applies; and
- (3) "County board of social services" also means the consolidated human services board, whichever applies.
- (4) "Child welfare services or program" means protective, foster care, and adoption services related to juveniles alleged to be abused, neglected, or dependent as required by Chapter 7B of the General Statutes.
- (5) "Social services programs" or "Social services programs other than medical assistance" means social services and public assistance programs established in Chapter 108A other than the medical assistance program (Part 6 of Article 2 of Chapter 108A). This includes, but is not limited to, child welfare programs, adult protective services, guardianship services for adults, and programs of public assistance established in Chapter 108A. It also includes the child support enforcement program, as established in Article 9 of Chapter 110 of the General Statutes, and the North Carolina Subsidized Child Care Program.

To the extent that any term used herein is defined by a statute or rule applicable to the subject matter of this MOU, the statutory or rule definition shall control. For all remaining terms, which are not defined by statute or rule, those terms shall have their ordinary meaning. Should any further definition be needed, the Parties agree that the meanings shall be those contained in the current version (as of the time the dispute or question arises) of Black's Law Dictionary, and if not defined therein, then of a published unabridged modern American English Language Dictionary published since the year 2000.

6.0 Audit Requirements

The County shall furnish to the State Auditor, upon his/her request, all books, records, and other information that the State Auditor needs to fully account for the use and expenditure of state funds in accordance with N.C.G.S. § 147-64.7. Additionally, as the State funding authority, the Department of Health and Human Services shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions.

7.0 Record Retention

The County shall retain records at its own expense in accordance with applicable State and Federal laws, rules, and regulations. The County shall facilitate and monitor the compliance of its subcontractors with all applicable requirements of record retention and disposition.

In order to protect documents and public records that may be the subject of Department litigation, the Department shall notify the County of the need to place a litigation hold on those documents. The Department will also notify the County of the release of the litigation hold. If there is no litigation hold in place, the documents may be destroyed, disposed of, or otherwise purged through the biannual Records Retention and Disposition Memorandum from the Department's Controller's Office.

8.0 Liabilities and Legal Obligations

Each party hereto agrees to be responsible for its own liabilities and that of its officers, employees, agents or representatives arising out of this MOU. Nothing contained herein is intended to alter or change the relationship of the parties as defined under the laws of the State of North Carolina.

9.0 Confidentiality

Any medical records, personnel information or other items exempt from the NC Public Records Act or otherwise protected by law from disclosure given to the Department or to the County under this MOU shall be kept confidential and not divulged or made available to any individual or organization except as otherwise provided by law. The Parties shall comply with all applicable confidentiality laws and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), the administrative simplification rules codified at 45 Parts 160, 162, and 164, alcohol and drug abuse patient records laws codified at 42 U.S.C. §290dd-2 and 42 CFR Part 2, and the Health Information Technology for Economics and Clinical Health Act (HITECH Act) adopted as part of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5).

10.0 Secretary's Authority Undiminished

Certain functions delegated to the County pursuant to this MOU are the duty and responsibility of the Department as the grantee of federal grant funds. The Parties understand and agree that nothing in this MOU shall be construed to diminish, lessen, limit, share, or divide the authority of the Secretary of the Department to perform any of the duties assigned to the Department or its Secretary by the North Carolina General Statutes, the terms and conditions of the federal funds and their applicable laws and regulations or other federal laws and regulations regarding any federal funding which is used by the Department to reimburse the County for any of its duties under this MOU.

11.0 MOU does not Diminish Other Legal Obligations

Notwithstanding anything to the contrary contained herein and to facilitate the mandated performance requirements of N.C. Gen. Stat. § 108A-74, the Parties acknowledge and agree that this MOU is not intended to supersede or limit, and shall not supersede or limit, the County's obligations to comply with all applicable: 1) federal and state laws; 2) federal and state rules; and 3) policies, standards, and directions of the Department, as all such currently exist and may be amended, enacted, or established hereafter.

12.0 Notice

The persons named below shall be the persons to whom notices provided for in this MOU shall be given. Either Party may change the person to whom notice shall be given upon written notice to the other Party. Any notice required under this MOU will only be effective if actually delivered to the parties named below. Delivery by hand, by first class mail, or by email are authorized methods to send notices.

For the Department of Health and Human Services, Division of Social Services

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS
Wayne Black, Director Division of Social Services 2401 Mail Service Center Raleigh, NC 27699-2401	Wayne Black, Director Division of Social Services NC DHHS Dorothea Dix Campus, McBryde Building Phone: 919-527-6338 Fax: 919-334-1018 Email wayne.black@dhhs.nc.gov

For Sampson County:

IF DELIVERED BY US POSTAL SERVICE	IF DELIVERED BY ANY OTHER MEANS

13.0 Responsibilities of the Department

The Department hereby agrees that its responsibilities under this MOU are as follows:

- (1) The Department shall develop mandatory performance requirements for each social services program based upon standardized metrics utilizing reliable data. The mandated performance requirements are identified in Attachments I through IX.
- (2) The Department shall provide supervision, program monitoring and technical assistance to the counties in the administration of social services programs.
- (3) The Department shall provide leadership and coordination for developing strategies that address system-level barriers to the effective delivery of social services programs, including but not limited to: the Administrative Office of Courts, the LME/MCO, Department of Public Instruction, and the Department of Public Safety.
- (4) The Department shall have the following administrative responsibilities:
 - a. Staff Training and Workforce Development:
 - i. Develop training requirements for county personnel and provide guidance for adequate staffing patterns related to the provision of social services programs. The Department will publish annually, a list of required and recommended trainings for county personnel directly involved in the administration of social services programs covered under this MOU.

- ii. Develop training curricula and provide, timely, adequate access to statewide training opportunities for county personnel related to the provision of social services programs. Training opportunities may include in-person, self-guided, web-based and remotely facilitated programs.
 - iii. The Department will publish a training calendar, at least quarterly, notifying the counties of training opportunities.
 - iv. Provide timely written guidance related to new federal or state statutes or regulations. The Department will provide information in advance of the effective date of new policy to the extent possible, including interpretations and clarifications of existing policy.
 - v. Provide technical assistance and training in areas where quality control, monitoring or data indicates a lack of correct application of law, rule or policy.
- b. Compliance Monitoring:
- i. Monitor and evaluate county compliance with applicable federal and state laws, rules and policies.
 - ii. Provide feedback to counties with recommended changes when necessary.
 - iii. Monitor that all financial resources related to the provision of social services programs covered by this MOU are utilized by the county in compliance with applicable federal and state laws.
- c. Data Submission:
- i. Maintain and review data submitted by counties pursuant to the mandatory performance requirements.
 - ii. Provide counties with reliable data related to their performance measurements as well as accuracy and timeliness of programs in accordance with state and federal program guidelines. This includes but is not limited to processing applications and recertification, quality control standards, program statistics and fiscal information.
 - iii. The Department shall be responsible for the maintenance and functionality of its information systems utilized in the statewide administration of social services programs covered by this MOU.
- d. Communication:
- i. Provide counties with clarification or explanation of law, rule or policy governing social services programs when necessary or as requested.
 - ii. Disseminate policy on social services programs and provide counties with timely information on any updates to policy.
 - iii. Provide timely information to counties on any changes to federal law or policy made known to the Department.
 - iv. Provide counties with a timely response to requests for technical assistance or guidance.
 - v. Maintain all policies covering social services programs in a central, accessible location. Policies will be updated, to the extent possible, in advance of the effective date of any new policies or policy changes.
 - vi. Provide counties with an opportunity to submit questions, concerns and feedback related to the administration of social services programs to the Department and provide County a timely response to such communication.
 - vii. Communicate proactively with the County Director of Social Services on matters that effect social services programs covered under this MOU.
 - viii. Communicate directly with the County Manager, Governing Boards, and the County Director of Social Services on matters including but not limited to,

corrective action, and significant changes to law, rule and policy that impact the administration of social services programs covered by this MOU.

- e. Inter-agency Coordination:
 - i. Provide guidance to counties in the event they are unable to reach a resolution on a conflict of interest that arises related to the provision of social services programs covered by this MOU.
 - ii. Provide guidance for county DSS personnel on federal and state Emergency Management, mass shelter, Business Continuity Plan (BCP) and Continuity of Operations Plan (COOP) requirements.
 - iii. Coordinate with and communicate to county DSS agencies regarding available and required training opportunities associated with DSS Mass Shelter, BCP and COOP responsibilities.
 - iv. Assist and support counties as needed in implementation of operational functions of mass shelter operations and as needed during other emergencies as they arise.
- (5) The Department shall timely meet all of its responsibilities contained in this MOU. "Timely" shall be defined consistent with timeliness requirements set forth in relevant statute, regulation, and policy. Where timeliness is not otherwise defined, "timely" shall mean within a reasonable time under the circumstances.

14.0 Responsibilities of the County

The County hereby agrees that its responsibilities under this MOU are as follows:

- (1) The County shall adhere to the mandated performance requirements for each social services program as identified in Attachments I through IX.
- (2) The County shall comply with the following administrative responsibilities
 - a. Staff Requirements and Workforce Development:
 - i. The personnel, including new hires and existing staff, involved in the County's provision of social services programs covered by this MOU shall complete all required and necessary training, which is documented as required by federal and state law and policy.
 - b. Compliance:
 - i. Perform activities related to its social services programs in compliance with all applicable federal and State laws, rules, regulations and policies. Nothing contained herein is intended to, nor has the effect of superseding or replacing state law, rules or policy related to social services programs.
 - ii. Develop and implement internal controls over financial resources related to the County's social services programs to ensure that all financial resources are used in compliance with applicable federal and state laws.
 - iii. Provide and adhere to corrective action plans as required based on monitoring findings and the Single Audit.
 - c. Data Submission:
 - i. Maintain accurate, thorough records of all social services programs covered by this MOU, in particular, records related to the mandated performance requirements that can be accessed for the purpose of data collection, service provision, monitoring or consultation
 - ii. Ensure reliable data entry into state systems utilized for the administration of social services programs covered under this MOU.

- iii. Provide, upon request, data to the state for the purpose of, but not limited to, conducting monitoring, case file reviews, error analysis and quality control.
 - iv. Utilize data to understand the performance of their county and to conduct analysis and implement changes where needed if performance measures are not being met.
- d. Communication:
- i. Respond and provide related action in a timely manner to all communications received from the Department.
 - ii. Provide timely information on all matters that have a potential negative impact on the social services programs they administer, including but not limited to, litigation risks (not including child welfare cases governed by Chapter 7B or adult services cases governed by Chapter 35A or 108A), network and computer issues, or data breaches.
 - iii. Provide timely information regarding temporary or permanent changes to the Social Services Governing Board. or the County Social Services Director, including retirements, separations, or any leave of absences greater than two calendar weeks.
- e. Inter-agency Cooperation:
- i. Ensure that county social services personnel complete required training and are prepared to engage in Disaster Management, mass shelter, BCP and COOP operations.
 - ii. Ensure that all plans and systems are in place to meet potential disaster (natural, technical, otherwise) response requirements.
 - iii. Engage with DHHS, state Emergency Management and local leadership in associated efforts.
 - iv. Assist or operate mass shelter operations or other required disaster management responsibilities.
- (3) The County shall timely meet all its responsibilities contained in this MOU. "Timely" shall be defined consistent with timeliness requirements set forth in relevant statute, regulation, policy or as otherwise required by the Department. If timeliness is not otherwise defined, "timely" shall mean within a reasonable time under the circumstances.

15.0 Data Security and Reporting

Data Security: The County shall adopt and apply data privacy and security requirements to comply with all applicable federal, state, department and local laws, regulations, and rules. To the extent that the Department and the county have already entered into one or more data privacy agreements covering all or any portion of the work to be performed under this MOU, the Parties hereby adopt and incorporate such agreements by reference into this MOU as if fully set forth herein.

Duty to Report: The County shall report all privacy and security incidents related to the provision of social services programs covered by the MOU to the Department and the Privacy and Security Office within twenty-four (24) hours after the privacy and security incident is first discovered, provided that the County shall report a breach involving Social Security Administration data or Internal Revenue Service data within one (1) hour after the incident is first discovered. During the performance of this MOU, the County is to notify the Department of any contact by the federal Office for Civil Rights (OCR) received by the County related to the provision of social services programs covered by the MOU. In case of a privacy and security

incident, the County, including any subcontractors or agents it retains, shall fully cooperate with the Department.

16.0 Miscellaneous

Choice of Law: The validity of this MOU and any of its terms or provisions, as well as the rights and duties of the parties to this MOU, are governed by the laws of North Carolina. The Parties, by signing this MOU, agree and submit, solely for matters concerning this MOU, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this MOU and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

Amendment: This MOU may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Department and the County. The Parties agree to obtain any necessary approvals, if any, for any amendment prior to such amendment becoming effective. Also, the Parties agree that legislative changes to state law shall amend this MOU by operation of law to the extent affected thereby.

Effective Date: This MOU shall become effective July 1, 2018 and shall continue in effect until June 30, 2019.

Signature Warranty: Each individual signing below warrants that he or she is duly authorized by the party to sign this MOU and to bind the party to the terms and conditions of this MOU.

Sampson County

BY: _____
Name

BY: _____
Name

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

Witness: _____

Witness: _____

North Carolina Department of Health and Human Services

BY: _____
Secretary, Department of Health and Human Services

DATE: _____

**ATTACHMENT I — MANDATED PERFORMANCE REQUIREMENTS:
Child Welfare - CPS Assessments**

	Performance Measure	Authority for the performance measure
1	The County will initiate 95% of all screened-in reports within required time frames	NC General statute 7B.302; 10A NCAC 70A .0105; Chapter VIII: Child Protective Services, Section 1408 - Investigative & Family Assessments
2	For all children who were victims of maltreatment during a twelve month period, no more than 9% received a subsequent finding of maltreatment	CFSR; Safety Outcome 1: Children are, first and foremost, protected from abuse and neglect.

**ATTACHMENT II— MANDATED PERFORMANCE REQUIREMENTS:
Child Welfare - Foster Care**

	Performance Measure	Authority for the performance measure
1	The County will document permanency goals for 95% of foster youth within 60 days of a child entering custody or for whom the county has placement authority.	1201 Child Placement Services - Chapter VIII Case Reviews: B-Required Time Frames for Case Reviews
2	The County will ensure that 95% of all foster youth have face-to-face visits by the social worker each month.	1201, Chapter V., Out of Home Placement Family Services Improvement Act of 2006 (Public Law 109-288) Title IV B

The below system performance measures require county and state level system collaboration and improvements to successfully meet targets.

	System Performance Measure	Authority for the system performance measure
1	The County will provide leadership for ensuring that 41% of children who enter foster care in a 12-month period are discharged to permanency within 12 months of entering foster care. DHHS will work with each county to identify growth targets.	CFSR: Permanency Outcome 1: Children have permanency and stability in their living situations.
2	The County will provide leadership for ensuring that of children who enter foster care in a 12-month period who were discharged within 12 months to reunification, kinship care, guardianship, or adoption, no more than 8.3% re-enter foster care within 12 months of their discharge. DHHS will work with each county to identify growth targets.	CFSR: Safety Outcome 1: Children are, first and foremost protected from abuse and neglect
3	The County will provide leadership for ensuring that of all children who enter foster care in a 12-month period in the county, the rate of placement moves per 1000 days of foster care will not exceed 4.1%. DHHS will work with each county to identify growth targets.	1201 Child Placement Services - Chapter IV Placement Decision Making: C-Maintaining One Single Stable Foster Care Placement CFSR: Permanency Outcome 1: Children have permanency and stability in their living situations.

**ATTACHMENT III— MANDATED PERFORMANCE REQUIREMENTS:
Child Support**

	Performance Measure	Authority for the performance measure
1	The county will achieve its given annual percentage of paternities established for children born out of wedlock.	Section 342. "FEDERAL AND STATE REVIEWS AND AUDITS," of PRWORA, Section 454 of Title IV-D of the Social Security Act; 42 U.S.C. 658a. P.L. 105-200 NCGS 110- 129.1 Chapter B, Topic 09, Section B - Incentives Overview, Section C - Performance Factors and Incentives
2	The county will achieve its given annual percentage of child support cases that are under an order.	Section 342. "FEDERAL AND STATE REVIEWS AND AUDITS," of PRWORA, Section 454 of Title IV-D of the Social Security Act; 42 U.S.C. 658a. P.L. 105-200 NCGS 110- 129.1 Chapter B, Topic 09, Section B - Incentives Overview, Section C - Performance Factors and Incentives
3	The county will achieve its given annual percentage of current child support paid.	Section 342. "FEDERAL AND STATE REVIEWS AND AUDITS," of PRWORA, Section 454 of Title IV-D of the Social Security Act; 42 U.S.C. 658a. P.L. 105-200 NCGS 110- 129.1 Chapter B, Topic 09, Section B - Incentives Overview, Section C - Performance Factors and Incentives
4	The county will achieve its given annual percentage of cases that received a payment towards arrears.	Section 342. "FEDERAL AND STATE REVIEWS AND AUDITS," of PRWORA, Section 454 of Title IV-D of the Social Security Act; 42 U.S.C. 658a. P.L. 105-200 NCGS 110- 129.1 Chapter B, Topic 09, Section B - Incentives Overview, Section C - Performance Factors and Incentives
5	The county will meet its annual goal of total child support collections.	Section 342. "FEDERAL AND STATE REVIEWS AND AUDITS," of PRWORA, Section 454 of Title IV-D of the Social Security Act; 42 U.S.C. 658a. P.L. 105-200 NCGS 110- 129.1 Chapter B, Topic 09, Section B - Incentives Overview, Section C - Performance Factors and Incentives

**ATTACHMENT IV— MANDATED PERFORMANCE REQUIREMENTS:
Energy Programs**

	Performance Measure	Authority for the performance measure
1	The County will process 95% of Crisis Intervention Program (CIP) applications within one (1) business day for applicants with no heat or cooling source.	Energy Program Manual Section 400.03 d Federal Requirement 42 USC8621-8630 NC State Rule 10A N.C.A.C ch. 71V
2	The County will process 95% of Crisis Intervention Program (CIP) applications within two (2) business days of the application date for applicants who have a heat or cooling source.	NC Energy Programs Manual Section 400.03 A.2.d. Federal Requirement 42 USC8621 -8630 NC State Rules 10A N.C.A.C ch. 71V

**ATTACHMENT V— MANDATED PERFORMANCE REQUIREMENTS:
Work First**

	Performance Measure	Authority for the performance measure
1	The County will collect documentation from 50% of all Work-Eligible individuals that demonstrates completion of the required number of hours of federally countable work activities.	Work First Manual Section 001 Manual Section 003 TANF State Plan FFY 2016 - 2019 NC GS 108A-27.2(10) NC GS 108A-27.6(1) NC GS 108A-27.13(a) NC GS 108A-27.14(a) NC GS 108A-27.14(b)
2	The County will collect documentation from 90% of two-parent families with Work Eligible individuals that verifies that they have completed the required number of hours of federally countable work activities.	Work First Manual Section 001 Work First Manual Section 003 TANF State Plan FFY 2016 - 2019 NC GS 108A-27.2(10) NC GS 108A-27.6(1) NC GS 108A-27.13(a) NC GS 108A-27.14(a) NC GS 108A-27.14(b)
3	The County will process 100% Work First applications within 45 days of receipt.	Work First Manual Section 104 TANF State Plan FFY 2016 - 2019 NC GS 108A-31
4	The County will process 100% Work First recertifications no later than the last day of the current recertification period.	Work First Manual Section 104 TANF State Plan FFY 2016 - 2019 NC GS 108A-31

**ATTACHMENT VI— MANDATED PERFORMANCE REQUIREMENTS:
Food and Nutrition Services**

	Performance Measure	Authority for the performance measure
1	The County will process 95% of expedited FNS applications within 4 calendar days from the date of application.	FNS Manual Section 315 FNS_AL_1-2015 Federal Requirement 7 CFR 273.2
2	The County will process 95% of regular FNS applications within 25 days from the date of application.	FNS Manual Section 315 FNS_AL_1-2015 Federal Requirement 7 CFR 273.2
3	The County will ensure that 95% of FNS recertifications are processed on time, each month.	FNS Manual Section 425 Federal requirement 7 CFR 273.2
4	The County will ensure that 100% of Program Integrity claims are established within 180 days of the date of discovery.	FNS Manual Section 800 Federal Requirement 7 CFR 273.18

**ATTACHMENT VII— MANDATED PERFORMANCE REQUIREMENTS:
Adult Protective Services (APS)**

	Performance Measure	Authority for the performance measure
1	The County will complete 95% of APS evaluations involving allegations of abuse or neglect within 30 days of the report.	NCGS § 108A-103 (d) (4)
2	The County will complete 85% of APS evaluations involving allegations of exploitation within 45 days of the report.	NCGS § 108A-103 (d) (4)

**ATTACHMENT VIII— MANDATED PERFORMANCE REQUIREMENTS:
Special Assistance (SA)**

	Performance Measure	Authority for the performance measure
1	The County will process 85% of Special Assistance for the Aged (SAA) applications within 45 calendar days of the application date.	10A NCAC 71P .0604; SA Policy 3110 II. D. 2.
2	The County will process 85% of Special Assistance for the Disabled (SAD) applications within 60 calendar days of the application date.	10A NCAC 71P .0604; SA Policy 3110 II. D. 2.

**ATTACHMENT IX— MANDATED PERFORMANCE REQUIREMENTS:
Child Care Subsidy**

	Performance Measure	Authority for the performance measure
1	The County will process 95% of Child Care Subsidy applications within 30 calendar days of the application date.	North Carolina Subsidized Child Care Assistance policy

ATTACHMENT X— CORRECTIVE ACTION

The following steps for corrective action covering this MOU do not impact or change any Program Improvement Plan or Corrective Action Plan between the Department and a County or County Department of Social Services that is in effect as of July 1, 2018.

Further, the Department will not take any action towards developing a Performance Improvement Plan or Corrective Action Plan related to the performance requirements contained within this MOU for a County or County Department of Social Services until January 1, 2019.

1. Non-Compliance with performance requirements or terms of the MOU

- a. In the event a County Department of Social Services (County DSS)** fails to satisfy a performance requirement for three consecutive months or fails to comply with a term of this MOU, the Department will provide the County DSS with written notification identifying the relevant performance requirement or term and how the County DSS failed to satisfy it.
- b. Upon receipt of notification, the County DSS shall promptly provide the Department with written acknowledgment of receipt.
- c. If the County DSS does not agree that it failed to satisfy the performance requirement or comply with the terms of the MOU, it shall set forth, in writing, the basis for its disagreement. If the County DSS believes its failure to adhere to a mandated performance requirement or term of this MOU is due in whole or in part upon the failure of the Department to meet any of its responsibilities under this MOU or other external factors (i.e., limited court dates, continuances, etc.), the County DSS shall set forth in writing how the failure of the Department or external factors to meet its responsibility to the County DSS contributed to the inability of the County DSS to meet the mandated performance standard or other term of this MOU. This notice shall be received by the Department, along with all supporting documentation, within 10 business days of the County DSS' receipt of the Department's written notification of non-compliance.
- d. If written notice is received in accordance with subsection (c) of this section, the Department will provide the appropriate division director with the all documentation received. Following a review of all documentation, the division director will provide the county with a decision to proceed in developing the performance improvement plan or to rescind the notice of non-compliance.

2. Performance Improvement Plan

- a. The County DSS and Department shall work together to develop a performance improvement plan to address the non-compliance. The Parties will consider and address the County DSS's written disagreement with the identified non-compliance, if any, in the development of the performance improvement plan.
- b. The performance improvement plan shall include, at a minimum:
 - i. The role and responsibility of DHHS in providing support to the County DSS to address the non-compliance.
 - ii. The specific actions the County DSS will take to address the non-compliance and ensure ongoing compliance.

- c. The performance improvement plan shall be signed by the Department and the County DSS Director. A copy of the performance improvement plan will be sent to the chair of the DSS Governing Board.

3. Continued Non-Compliance

- a. In the event a County DSS continues to fail to satisfy a performance requirement or comply with the terms of the MOU for an extended period of time and is not meeting the terms of the performance improvement plan, the County DSS and the Department will enter into a corrective action plan, not to exceed a period of twelve months. An extended period of time is defined as three consecutive months, or five months out of a twelve-month period measured beginning with the first month after which the performance improvement plan is signed.
- b. The corrective action plan shall include, at a minimum:
 - i. A strategy to ensure regular supervisory oversight of the social services program at issue;
 - ii. A detailed strategy to ensure the issue central to the non-compliance is addressed and corrected;
 - iii. A strategy to ensure program and case documentation is both sufficient and completed within time frames prescribed by law, rule or policy; and
 - iv. A plan for the continuous review of the corrective activities by both the County Director of Social Services, the County DSS Governing Board, and the Department.
- c. The corrective action plan will be signed by the Department and the County DSS Director. A copy of the corrective action plan will be sent to the Chair of the DSS Governing Board, the County Manager, and the Chair of the Board of County Commissioners.

4. Failure to Complete Corrective Action Plan/Urgent Circumstances

- a. In the event a County DSS fails to complete the corrective action plan or otherwise fails to comply with the terms of the corrective action plan, the Department may exercise its authority under the law, and this MOU, to withhold federal and/or state funding.
- b. In circumstances of continuous extended non-compliance or other urgent circumstances, the Secretary may also exercise her statutory authority to assume control of service delivery in the County pursuant to N.C.G.S. 108A-74.

** In the event the performance requirement or term of the MOU falls outside of the authority of the County DSS, the notification of non-compliance will be sent to the County, and all subsequent steps contained herein shall be followed by the County.

**BUDGET ORDINANCE FISCAL YEAR 2018-2019
SAMPSON COUNTY, NORTH CAROLINA**

BE IT ORDAINED by the Board of Commissioners of Sampson County:

SECTION I. – BUDGET ADOPTION 2018-2019 There is hereby adopted the following budget for the County of Sampson for the fiscal year beginning July 1, 2018 and ending June 30, 2019 the same being adopted by department or agency and line item within each fund as listed in this volume. Below is a summary of the expenditures and revenues:

EXPENDITURES

<i>General Government:</i>		
Governing Body		\$ 132,025
Administration		507,360
Human Resources		360,483
Airport Operations		120,483
Finance		1,024,896
Finance- DP Contracts		149,217
Tower Expenditures		21,895
Tax Administration		1,511,979
Legal		181,717
Courts/District Attorney		27,666
Board of Elections		284,836
Register of Deeds		419,245
Data Processing		659,564
Public Buildings		1,781,515
<i>Public Safety:</i>		
Sheriff		7,427,545
Detention Center		3,810,210
Communications		1,142,925
Emergency Management		677,645
Volunteer Fire Departments		253,441
Inspections		645,095
Coroner		63,600
Emergency Medical Services		4,807,484
Dive Team		15,940
Animal Shelter		361,612
<i>Environmental Protection</i>		
Solid Waste		948,940
Forestry		147,126

<i>Economic & Physical Development</i>		
Industrial Development		1,197,091
Industrial Utility		310,000
NC Cooperatived Extension Services		401,213
Soil Conservation		241,492
<i>Human Services</i>		
Mental Health		204,680
Contribution to Social Services		4,809,938
Contribution to Health		1,228,540
Veterans		166,637
<i>Education</i>		
Clinton City Schools:		
Current Expense		3,201,655
Capital Outlay		303,633
Transfer to Debt Service		176,077
Transfer to City School Bldg Maintenance Reserve		112,500
Sampson County Schools:		
Current Expense		8,773,283
Capital Outlay		831,867
Transfer to Debt Service		499,928
Transfer to County School Bldg Maintenance Res.		225,000
Sampson Community College:		
Current Expense		1,417,500
Capital Outlay		204,000
Transfer to SCC Building Maintenance Reserve		157,500
<i>Cultural & Recreation</i>		
Library		810,268
Recreation - Operating Expenses		580,788
Recreation - Programs		110,500
Contribution To Agri-Exposition Center		424,107
Special Appropriations		57,392
<i>Debt Service</i>		
Current Debt for Vehicles, Equipment, etc		641,000
Contribution to Debt Svc- County Buildings		1,155,233
Contribution to School Debt Service		3,970,240

Contingency		
General Contingency		363,084
Special Contingency		54,500
Total for General County		60,114,090
Other Operating Funds		
Aging and In-Home Services		1,756,554
Emergency Telephone System Fund		260,794
Community Development		1,978,107
Health Department		3,682,132
Social Services		12,498,156
Child Advocacy Center		179,918
Sampson Area Transportation		1,835,080
1/2 Cent Sales Tax - School Capital Outlay		2,592,500
Capital Reserves		462,000
Fire Districts		2,886,576
Revaluation		410,000
Clinton Supplemental Current Expense		1,790,000
Soil Conservation District Funds		4,600
Juvenile Justice Crime Prevention		168,092
Cooperative Extension Programs		73,306
Agri-Exposition Center Operations		638,632
Agri-Exposition Special Events		60,200
Sampson County Convention & Visitor's Bureau		174,131
Debt Services:		
County Buildings Debt Service		1,347,600
COPs Debt & LOBs Debt School Construction		7,414,245
Enterprise Funds:		
Water Operations	2,041,206	
Water District I Debt	70,500	
Water District II Debt	915,500	3,027,206
Internal Service Fund:		
Hospitalization Insurance		6,805,000
Law Enforcement Special Separation Allowance		37,500
TOTAL ALL OPERATING FUNDS		110,196,419

<i>Special Grant Projects:</i>		
Single Family Rehabilitation Program		1,100,112
<i>Capital Projects:</i>		
Airport Projects		1,890,267
Water & Sewer District II Well Project Exit 355		<u>1,519,595</u>
<i>Subtotal Special Grants and Capital Projects</i>		<u>4,509,974</u>
Total Proposed Budget and On-going Projects		<u>\$ 114,706,393</u>

Remainder of page left blank intentionally.
See next page for Revenues.

REVENUES

General Fund		
Property Taxes		\$ 38,199,568
Licenses and Permits		142,500
Sales Tax		10,176,167
Loan Proceeds		683,944
State/Federal Shared Revenues		628,140
Fees and Charges		5,775,002
Interest and Rents		43,900
Other		110,050
Interfund Transfers		2,474,819
Fund Balance Appropriated		<u>1,880,000</u>
General Fund Total		<u>60,114,090</u>
Other Operating Funds		
Aging/In Home Services		1,756,554
Emergency Telephone System Fund		260,794
Community Development		1,978,107
Health Department		3,682,132
Social Services		12,498,156
Child Advocacy Center		179,918
Sampson Area Transportation		1,835,080
1/2 Cent Sales Tax - School Cap Outlay		2,592,500
Capital Reserve		462,000
Fire Districts		2,886,576
Revaluation (Property Taxes)		410,000
Clinton Supplemental CE		1,790,000
Soil Conservation (State District)		4,600
Juvenile Justice Crime Prev. Council		168,092
Cooperative Extension Programs		73,306
Agri-Exposition Center Operations		638,632
Agri-Exposition Special Events		60,200
County Buildings Debt Service		1,347,600
COPs Debt & LOBs Debt School Construction		7,414,245
Sampson County Convention & Visitor's Bureau		174,131
Enterprise Funds:		
Water Operations		2,041,206
Water District I Debt		70,500
Water District II Debt		915,500
Internal Service Fund		
Hospitalization Insurance		6,805,000
Special Separation Allowance		<u>37,500</u>
TOTAL ALL OPERATING FUNDS		<u>110,196,419</u>

Special Grant Projects:		
Single Family Rehabilitation Program		1,100,112
Capital Projects:		
Airport Projects		1,890,267
Water & Sewer District II Well Project Exit 355		<u>1,519,595</u>
Subtotal Special Grants and Capital Projects		<u>4,509,974</u>
Total Proposed Budget and On-going Projects		<u>\$ 114,706,393</u>

The designated department or agency Budget Managers as specified in Section XVI of this Ordinance may transfer line item appropriations between cost centers under their jurisdiction with the approval of the County Manager, and the County Manager is hereby authorized to approve such transfers. Budget transfers may be made from the Special Appropriations cost center to other department cost centers in the General Fund by the Finance Officer with the approval of the County Manager. The Finance Officer is hereby authorized to approve the transfer of appropriations between line items in cost centers with the exception that transfers may be made from capital outlay or salary and wage accounts only with the approval of the County Manager. Appropriations may only be transferred between departments or agencies in a fund and between funds with the specific approval of the Board of Commissioners. Transfers of appropriations from the contingency account must be approved by the Board of Commissioners. All budget transfers as referenced herein above will be recorded in the minutes of the Board of Commissioners.

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SECTION II. – TAX LEVY There is hereby levied for the Fiscal Year 2018-2019 a tax rate of **\$0.825** per \$100.00 of assessed valuation all of which is levied in the General Fund. Discounts will be allowed for early payment of taxes. The rate is based on an estimated collection rate of 97 percent and an estimated total valuation of \$4,627,000,000.

<u>Special School District</u>	<u>Levied Tax Rate</u>
Clinton Supplemental	\$.145

There is hereby levied a tax at the rate of 14.5 cents per \$100.00 valuation of property located within the Clinton School District for the purpose of supplementing the revenues of the Clinton School District.

There is appropriated to the Clinton School Administrative unit the sum of \$1,790,000 from the proceeds of said tax and any other revenues otherwise accruing to said administration unit for use to supplement school expenditures as permitted by Chapter 115 of the North Carolina Statutes.

There are hereby levied taxes at the rates indicated below per \$100.00 valuation of property located within the Fire Districts indicated below for the purpose of providing revenue for said Fire Districts.

<u>Fire Districts</u>	<u>Levied Tax Rate</u>
Autryville	0.0950
Clement	0.0900
Clinton	0.1000
Coharie	0.0850
Franklin	0.0800
Garland	0.1000
Godwin/Falcon	0.1000
Goshen	0.0400
Halls	0.0700
Herring	0.0850
Honeycutt-Salemburg	0.1000
Newton Grove	0.0750
Piney Grove	0.0750
Plain View	0.0900
Spivey's Corner	0.1000
Taylor's Bridge	0.0700
Taylor's Bridge Service	0.0350
Turkey	0.0700
Vann's Crossroads	0.1000

SECTION III. – FEES

A. **RESCUE FEES** Rescue fees remain as follows:

<u>SERVICE</u>	<u>FEE</u>
Basic Life Support	\$ 380.00
Oxygen	\$ 20.00
Spinal Immobilization	\$ 25.00
ALS 1	\$ 500.00
ALS 2	\$ 525.00
Loaded Mile	\$9.17 (1-17 miles)
Loaded Mile	\$6.11 (18-50 miles)
Treat/No Transport	\$0 - \$75

B. **INSPECTION AND PLANNING DEPARTMENT FEES**. The Board of Commissioners approved plans to consolidate the planning functions (presently provided by the City of Clinton) with our existing Inspections Department to facilitate the ability of Sampson County citizens to obtain all needed permitting services at one location. The fee schedule for the Inspections and Planning Department is attached as **Schedule A**.

C. **ANIMAL CONTROL FEES** The fees remain as follows:

Cats, Male and Female: \$10 adoption + \$30 spay/neuter = **\$40**

Cats: Out of Area Adoption (does not include spay or neuter) = **\$30**

Dogs, Male: \$25 adoption (includes vaccination) + \$55 neuter and one post op visit = **\$80**

Dogs, Female: \$25 adoption (includes vaccination) + \$80/spay and one post op visit = **\$105**

Dogs: Out of Area Adoption (does not include spay or neuter) = **\$25**

D. **RECREATION FEES** This budget includes fees for participants in our recreation program. It is the intent of the County to bring recreation services to any and all citizens of the County, so provisions will be made pursuant to the Sampson County Parks and Recreation Fees and Charges Policy for hardship cases. The Fee Schedule for FY 2018-2019 is attached hereto as **Schedule B**.

E. **HEALTH FEES:** The full fee schedule for the Sampson County Health Department is attached hereto as **Schedule C**.

F. **FALSE ALARM FEES** Currently, there is no charge for the first three false alarms. There is a charge of \$50 for alarms four through six, and a \$100 charge for false alarms beyond six. This ordinance includes an additional \$10 charge for each false alarm (beyond the third) for handling the associated paperwork. These administrative fees go to the General Fund.

G. **AGRI-EXPOSITION CENTER FEES** The full fee schedule for the Sampson County Agri Exposition Center is attached hereto as **Schedule D**.

H. **FIRE INSPECTION FEES** As of July 1, 2016, Sampson County is responsible for conducting fire inspections only with the non-municipal boundaries of the County (extra-territorial jurisdictions are assumed to be within municipal boundaries), except when a municipality has entered into a Memorandum of Agreement with the County for the provision of such

services. Under the Memorandum of Agreement, the County, through its Inspections Department and Fire Marshall, shall conduct fire prevention inspections for commercial buildings located within the territorial and extraterritorial jurisdictions of the Town. The Town shall pay to the County a fee for each inspection performed within the municipal Jurisdiction in accordance with the Fee Schedule attached as **Schedule E**. The Town shall be responsible for payment of all fees associated with inspections performed during the prior month on or before the first day of each month. These fees must be paid to the County by the Town irrespective of whether the Town has collected the fees from the businesses inspected during the prior month. It shall be the sole responsibility of the Town to bill businesses for inspections performed by the County pursuant to this Agreement and collect payment for the same.

- I. **TRANSPORTATION DEPARTMENT** With the additional of Medicaid Transportation, our transportation operations have grown substantially; therefore, this budget establishes a new, separate, Transportation Department. The fee schedule for this department is attached as **Schedule F**.

SECTION IV. – ECONOMIC DEVELOPMENT RESERVE Fund balance in the amount of \$1,500,000 is designated as an Economic Development Reserve. In addition to this amount an additional \$250,000 is budgeted in this fiscal year to add to the amount designated. It is the intention of the Board to continue to add money to this reserve until at least \$5,000,000 has been accumulated. The Economic Development Reserve is intended as a tool to provide funding for select economic development projects designated by the Board as vital to overall financial stability of Sampson County. It is the intention of the Board that the funds in the Reserve be used to leverage State and federal grant funds that will be used to purchase property for industrial sites and develop needed infrastructure that will enhance our ability to attract industry to the County. The Board of Commissioners will have final approval of any expenditures from the Reserve.

SECTION V. - SCHOOLS

- A. **CURRENT EXPENSE** The allocation for school current expense is appropriated on a lump sum basis. The total allocation of current expense is \$11,974,938. This amount represents \$1,069 per child based on the average daily membership estimate provided by the N.C. Department of Public Instruction. This budget continues the funding allocation system that creates a base funding amount that will allow the Board of Commissioners and the Boards of Education to better estimate future school funding.

The system is intended to allow the County and the school system a method to project future allocations. Allocations for the school system's current expense funding will be calculated as a percentage of the County's General Fund budget. Based on this year's budget, the operational monies for the schools represent approximately 20.23% of the County's General Fund revenues less those funds allocated to pay incentives, exceeding the minimum goal of 19.5%. (Last year, we projected the base amount of current expense funding for the schools to be 19.5% of our General Fund revenues, and it was noted that the property tax base in the General Fund revenues would be adjusted to reduce same to reflect the dollars paid back to industries for incentives and potential non-recurring gains

from business audits.) It is intended that such funding formula would apply unless the county is facing or has recently incurred an exigency.

In accordance with the School Budget and Fiscal Control Act, each school board is specifically requested to submit to the Board of Commissioners, as soon as possible, a copy of the school board’s budget resolution. The School Finance Officer is requested to submit a monthly statement of the financial condition of the local funds of the administrative unit to the County Finance Officer.

- B. **CAPITAL OUTLAY** A reserve fund applicable to the 1983 one-half cent sales tax providing for 30 percent of this revenue source to be reserved for capital outlay projects for Sampson County and Clinton City School Systems will continue to exist. As projects are justified to the County Commissioners, these funds will be appropriated to the two systems. Revenue from this source is anticipated at \$1,135,500.

Revenue from the 1986 one-half cent sales tax is anticipated at \$1,457,000 and is placed in a capital reserve. This represents 60 percent of the total anticipated revenues.

C. **SCHOOL DEBT**

Debt Service, Public School Funds to continue to retire the debt for our public schools have been included. The amounts are as follows:

2010 Installment Payment Revenue Bond	\$ 1,288,475
Qualified Zone Academy Bonds	260,572
2015 Limited Obligation Bonds	3,380,198
2017 Limited Obligation Bonds	<u>2,485,000</u>
Total	<u>\$ 7,414,245</u>

SECTION VI. – EMERGENCY APPROVALS, SCHOOLS Emergency transfers to and from the General Fund, Clinton City School, and Sampson County School activities shall be in accordance with the School Budget and Fiscal Control Act.

SECTION VII. – OTHER DEBT

Capital Project Debt, Miscellaneous The grand total for the annual payment for the debt for miscellaneous projects and enterprise fund is \$2,333,600 This includes the following projects:

General County	
2017 Limited Obligation Bonds	\$ 1,347,600
Enterprise Funds:	
Water District I	70,500
Water District II	<u>915,500</u>
Total Enterprise Funds	<u>986,000</u>
Total	<u>\$ 2,333,600</u>

SECTION VIII. – CAPITAL MAINTENANCE RESERVE ACCOUNTS This budget ordinance provides for five separate capital maintenance reserve accounts: one each for the County, each of the school systems, the community college and an educational facilities account. Monies in these accounts are not for any new construction and will only be approved to be used for necessary long-term maintenance issues, such as roofs, HVAC, not general upkeep. Expenditure of these funds requires action by the Board of Commissioners. This budget allocates \$462,000 for the capital reserve.

SECTION IX. – PERIODIC FINANCIAL REPORTS A report comparing budgeted and actual revenues and expenses by line item account shall be presented to the County Finance Officer for each agency or department funded by the County where accounting is not done by the County. The County Finance Officer shall be notified of any changes in the budget presented to the Board of Commissioners immediately or within thirty days of the change by any agency having authority to change its line items. Approved payments may be delayed pending receipt of timely financial information. The report shall be made monthly, except under special circumstances, the report may be quarterly. No expense report to a State or Federal agency is to be released until it is reconciled with the official records of accounting which are those of the Finance Officer. The Finance Officer shall provide monthly expense and revenue reports to all departments and agencies for which it does their accounting.

SECTION X. – FIXED ASSET CAPITALIZATION The capitalization threshold is \$2,500.00 for individual items that have a life expectancy of more than one year. Individual items costing between \$1,000.00 and \$2,499.99 with a life expectancy of more than one year are non-depreciable assets and are assigned to the object code “526201”. Items costing less than \$1,000.00 each are departmental supplies.

SECTION XI. – ENTERPRISE FUND, WATER The water/sewer enterprise fund comprises both Water/Sewer District I and Water/Sewer District II. In 2000, the Board of Commissioners adopted an Interlocal Agreement which effectively consolidates the administration, bookkeeping, operations, maintenance and expansion of the two water districts. The water rate schedule remains at \$19.40 for the basic rate gallons and \$4.85 per 1,000 gallons thereafter. The tap fee for both districts remains at \$600 for 1 inch lines and remains at \$500 for ¾ inch lines. Connection and reconnection fees remain at \$50. As authorized in FY 2003-04, the Public Works Department and the Finance Office may utilize bank drafts for payment of water bills, as requested by citizens as a convenient way to pay their water bills.

SECTION XII. – ELECTIONS This budget funds the cost of one election. The amount of \$54,500 has been placed in a special contingency for a second election if needed.

SECTION XIII. PERSONNEL (NOTING FINAL YEARS OF PAY PLAN IMPLEMENTATION) Fiscal Year 2018-2019 represents the final year of the four-year implementation plan developed as a result of the Pay Plan, Classification and Benefits Study conducted by the Springsted consulting firm. The goals of the plan were to enhance, improve, and maintain a current workforce in a manner that yields an employee base that is highly productive and efficient, with a continued focus on customer service; to recognize the contribution of seasoned, experienced employees that have

significant institutional knowledge; and to improve the County's ability to recruit and retain the best employees. Employing strategic implementation strategies which minimize unintended financial liabilities demonstrates the County's commitment to the long-term stability of our local government and keeping the market-based plan current. There is no COLA for county employees in this budget.

The County Manager is responsible for and held accountable for the plan implementation and for its maintenance once approved by the board. With over 500 employees, it is likely that some circumstances will arise for employees that have not been anticipated. The County Manager is responsible for making needed adjustments and advising the Board of actions taken. It has been assumed that the Board is under no moral obligation to implement any year of the plan unless conditions of the implementation plan were met. The Board, of course, reserved the right to adjust the source of revenues to meet the plan's implementation requirements. It is the County Manager's responsibility to manage the process and see that reductions related to the plan implementation are accomplished before budget approval. To date, the required budget reductions of \$1,193,391.00 have been identified and approved. There is a special contingency of \$415,775 that is reserved for the pay plan implementation in July, 2018 that has already been achieved and implemented.

The employee base has been amended, with Board approval, to 543, which includes the hiring of an attorney as a full-time employee and creating the position of Transportation Director. Under no circumstance will this employment ceiling be raised without approval of the Board.

Salary Implementation Review

Pay Plan implementation strategies were built upon salary and years of service thresholds:

1. All full-time permanent employees that were making at least the minimum of their current grade, but making less than \$25,000 as of July 1, 2015 (regardless of years of service), received 70% of their total raise as calculated under Option 3 in the first year of implementation. In this final implementation year, they will receive 10% of their total raise as calculated under Option 3. These amounts are in addition to any COLAs that the Board may approve.
2. Employees who had been a permanent employee with the County for at least 23 consecutive years as of July 1, 2015 received 70% of their total raise calculated under Option 3 of the study in the first year of implementation. In this final implementation year, they will receive 10% of their total raise as calculated under Option 3. These amounts are in addition to any COLAs that the Board may approve.
3. Employees who had been a permanent employee with the County for at least 18 consecutive years received 46% of the total raise calculated under Option 3 of the study in the first year of implementation. In this final implementation year, they will receive 18% of their total raise as calculated under Option 3. These amounts are in addition to any COLAs that the Board may approve.

4. Employees with less than 18 consecutive years of service to the county received 20% of their total raise as calculated under Option 3 of the study in the first year of implementation. In this final implementation year, they will receive 26.67 % of their total raise as calculated under Option 3. These amounts are in addition to any COLAs that the Board may approve.
5. The pay scale will be raised 20% of the increase in the first year (plus COLAs), and 26.67% each year (plus approved COLAs) until the new scale is fully implemented.

Health Insurance Benefits – Active Employees

1. The total monthly rates for health insurance for active employees are PPO (Blue Options) Individual: \$764.00 (\$734.00 paid by County); Parent-Child: \$914.00; and Family \$1,193.00. All employees and others receiving health insurance through Sampson County began paying a portion of their health insurance costs as of July 1, 2015, based upon graduated salary thresholds. As of this fourth and final year of the pay plan implementation, the employee costs of individual coverage are as noted in the table below.

Annual Salary (at July 1, 2015)	Year 4 (7/1/2018) Employee Health Insurance Costs
Less than 25,000	14.00
25,000 – 35,000	25.00
35,001 – 45,000	49.00
45,001 – 55,000	75.00
65,001 and over	100.00

2. The employee is responsible for paying the cost of the family coverage. In this final implementation year, the parent child coverage will increase to \$150 and family coverage will increase to \$435.
3. The financial incentive for employees participating in the voluntary wellness plan will continue. Participating employees will receive a \$30.00 per month reduction in their hospitalization insurance. Non-participants will be responsible for paying the \$30.00 portion of the employee cost of hospitalization insurance.
4. Per the pay plan, the employee costs for family coverage have increased incrementally by the % of increase of income the employee was receiving during each year of the implementation period.
5. The pay study pointed out that 82% of the county employees were paid below the minimum salary of their new pay grade. Likewise, 18% are being paid at least the market rate for their new grade. Consequently, it is possible that the revised cost of health benefits could have a negative impact on several of our employees; therefore the plan implementation did not allow any employee to receive less income than they were currently receiving due to the changes in health benefits. This exception will only be

honored as long as the employee continues in their current health plan and will not be considered for others desiring to make a change.

Dental Insurance

All employees will pay \$60 per year for dental insurance beginning in Fiscal Year 2018-2019. These amounts will be in addition to any dependent insurance coverage. Employees will continue to pay the entire cost for family dental coverage. The family plan for dental insurance is \$110.00 per month, and employee plus one dependent plan for dental insurance is \$85.00 per month.

Post-Employment Health Insurance Benefits

1. Employees who have been employed less than 5 years as of July 1, 2015 are no longer be eligible for post-employment health benefits. New employees will no longer be eligible for post-employment health benefits.
2. Employees with less than 15 years of service as of July 1, 2015 are required to work for Sampson County for 20 consecutive years as a permanent employee and be at least age 58 years to be eligible for post-employment health benefits.
6. Employees with 15 years or more of service as of July 1, 2015 will continue under the current plan as revised.
7. In Year 1 of implementation, retirees currently receiving health insurance benefits through Sampson County began paying a portion of their health insurance costs using the salary thresholds in paragraph 2 above, calculated on their salary at date of retirement, except for former commissioners who pay \$100 per month.

Longevity

Longevity is eliminated for employees not currently receiving longevity at the time the Pay Plan is fully implemented in 2018. The current provisions for longevity are:

1. The Sampson County Longevity Plan is intended to reward permanent employees for faithful service on a yearly basis.

Annual longevity pay amounts are based on the length of continuous service with Sampson County and a percentage of the employee's annual rate of pay as of November 30 in any calendar year. The longevity checks shall be distributed by December 15th. Longevity pay amounts are computed by multiplying the employee's annual salary rate by the appropriate percentage, rounded to the nearest dollar, in accordance with the following table:

<u>Years of Continuous Service</u>	<u>Longevity Pay Rate</u>
10 but less than 15 years	1.50 percent
15 but less than 20 years	2.25 percent
20 but less than 25 years	3.25 percent
25 or more years	4.50 percent

2. Longevity pay shall be made in a lump sum. Longevity pay is not considered a part of annual base pay for classification and pay purposes, nor is it to be recorded in personnel records as a part of annual base salary.
3. Fractional permanent employees' longevity pay shall be based upon the percentage of time worked (i.e. an employee working 50 percent of the normal work schedule would receive 50 percent of the amount scheduled for their years of service.)
4. An employee will not be eligible to receive longevity pay who:
 - (i) Terminates employment with the County, either voluntarily or by administrative dismissal with cause, prior to the longevity pay date.
 - (ii) Is placed on long-term disability prior to the longevity pay date.
5. An employee who is transferred or promoted shall be considered to be in continuous service.
6. An employee who is given a specified leave of absence without pay shall be considered to be in continuous service.
7. Employees on leave of absence will receive their longevity payment upon their return to active service with the County.
8. Longevity pay shall be computed on the basis of the last salary before the employee's leave.
9. An employee who does not return to active service from an authorized leave of absence with the County shall forfeit his/her longevity pay.
10. Longevity payments made to employees in violation of these requirements (due to County or employee error) must be returned to the County.

401-K Contributions

With the implementation of the Pay Plan employees are encouraged to take a more significant role in preparing for their retirement. Law enforcement employees, per state law, receive 5%. Therefore, beginning in FY 2015-2016, the guaranteed deposit for non-law enforcement personnel was reduced from 2.53% to 1.5%. At the same time, the County will match deposits by non-law enforcement employees up to 3.5%. Thus, a non-law

enforcement employee will have the opportunity to end up with an additional 5% contribution by the County by contributing 3.5% of their own resources. The employee must be a member of the retirement system to be eligible for employer/employee contribution.

SECTION XIV. PERSONNEL – PROVISIONS NOT IMPACTED BY PAY PLAN IMPLEMENTATION

A. On-Call Pay

As an initial approach to addressing on-call compensation for employees required to maintain a state of readiness and after-hours availability, the proposed budget includes funding to provide \$1 per hour for on-call pay. Employees who respond after hours will continue to receive compensatory time or overtime pay as per the Personnel Resolution.

B. Travel Reimbursement

Travel reimbursements are authorized at the prevailing federal reimbursement rate per mile and will be taken out of budget travel allocations as authorized herein. Such reimbursements will be paid in accordance with the travel policy adopted by the Board of Commissioners on April 6, 2015, and as may be duly amended.

C. Vision Insurance

The County participates in a vision insurance program for County employees as a benefit. This program allows employees to purchase insurance through voluntary payroll deductions, with no participation (match) from the County. Eligible employees are those who are working full-time (as least 20 hours a week) and in addition, employees may apply for coverage for their spouses and children.

D. Life Insurance

Life insurance of \$10,000 is provided as benefit with the County paying the cost of the \$10,000. Eligible employees are those who are working full-time (as least 30 hours a week), and in addition, employees may apply for coverage for their spouses and children and additional coverage for themselves.

E. Tax Shelter

A participating employee's contributions to the North Carolina Local Government Employees Retirement System will be tax sheltered as prescribed in North Carolina General Statute 128-30(b1).

F. Cafeteria Plan (IRS Section 125)

The County has adopted a cafeteria plan which allows employees to elect preferential tax treatment for health insurance premiums, un-reimbursed medical expenses, and child care expenses. The County will pay all administrative costs of the plan.

G. Standard Office Hours

Full-time employees normally work five (5) eight (8) hour days per work week (typically 8 a.m. to 5 p.m.) and are subject to the overtime provisions set forth in Article III, Section 9 of the Sampson County Personnel Resolution. Employees in administrative, professional or managerial positions shall work the number of hours necessary to assure the satisfactory performance of their duties. Law enforcement officers shall work assigned hours in a 28-day cycle to comply with the federal Fair Labor Standards Act.

Non-traditional work schedules may be beneficial to the County and the employee. Such work schedules may be authorized by the County Manager, upon the recommendation of a Department Head, when such schedules maximize the use of resources, increase departmental efficiency or improve customer service. Alternative work schedules may be developed provided:

- a. lunch periods within the non-traditional schedule remain at one hour
- b. departments must continue to operate as if on normal work schedules
- c. such non-traditional work schedule does not result in additional expense to County
- d. non-traditional work schedule does not diminish services provided to citizens
- e. 10-hour work days will not be authorized except for those departments currently operating on such schedule as of the date this personnel policy is adopted.

Options for non-traditional work schedules include temporary work schedules, flextime and a compressed work week, in accordance with the Sampson County Personnel Resolution Article V., Section 2.

H. Overtime

To the extent that local government jurisdictions are so required, the County will comply with the Fair Labor Standards Act (FLSA). The County Manager, following FLSA regulations, shall determine which jobs are “non-exempt” and are therefore subject to the Act in areas such as hours of work and work periods, rates of overtime compensation, and other provisions. Non-exempt employees will be paid at a straight time rate for hours up to the FLSA-established limit for their position (usually 40 hours in a seven-day period); hours beyond the FLSA-established limit will be compensated at the appropriate overtime rate. In determining eligibility for overtime in a work period, only hours actually worked shall be considered. The established work week (168 consecutive hours) for the County is Friday at 5:00 p.m. to the following Friday at 5:00 p.m.

Whenever practical, departments will schedule time off on an hour-for-hour basis within the applicable work period for non-exempt employees instead of paying overtime. When time off within the work period cannot be granted, overtime worked will be paid at a time-and-a-half

rate or taken as compensatory time at a time-and-a-half rate, in accordance with FLSA regulations.

Overtime work must be of an unusual, unscheduled, or emergency nature and be directed or authorized by the department head or an authorized representative of the department head. Except for overtime work of an emergency nature, approval for all overtime work must be obtained from the County Manager in advance.

Employees in positions determined to be “exempt” from FLSA (Executive, Administrative, or Professional staff) will not receive pay for hours worked in excess of their normal work periods. Compensatory time may be authorized by the Department Head in accordance with the Personnel Resolution. Under unusual or emergency circumstances, the County Manager may authorize compensatory time and/or pay for exempt employees. Special compensatory time regulations under FLSA for local governments will be followed for law enforcement personnel who are subject to the provisions of this law. These employees may accumulate 320 hours of overtime (480 compensatory time hours). All other County employees may accumulate 160 hours of overtime (240 compensatory time hours).

I. **Direct Deposit**

All employees are required to have direct deposit.

J. **Employee Assistance Program (EAP)**

The County utilizes an Employee Assistance Program as a method of promoting employee wellness by providing assistance with distressing personal problems that affect work. It coordinates health-related or family care-related benefits so that they can best be used to help employees with a variety of personal crises and personal or family needs. This program will continue.

SECTION XV. – CONSOLIDATION OF HUMAN SERVICE AGENCIES The consolidation of the Health Department and the Department of Social Services was effective April 1, 2017. Under the plan of consolidation, employees of both departments will continue to work under the State Personnel Act. The Department Heads for both departments will report to the Board of Commissioners through the County Manager. The Board recognizes the value of the existing advisory boards. Thus, the new Health Advisory Committee has been delegated significant authority to continue assisting the citizens of Sampson County and the Board of Commissioners. Moreover, the commissioners, recognizing the value of citizen input, has elected to continue to have a Social Services Advisory Committee providing input and insight regarding these very important functions.

SECTION XVI. – BUDGET OFFICER, FINANCE OFFICER AND BUDGET MANAGERS The County Manager is designated as the Budget Officer of the County. The following budget titles are designated department or agency Budget Managers for cost centers indicated:

Budget Manager: County Manager/Assistant County Manager
Dept/Agency Responsibilities: Governing Body; Administration; Industrial Utility; Special Appropriations; Capital Projects; Solid Waste

Budget Manager: Finance Officer
Dept/Agency Responsibilities: Finance; Hospitalization Insurance; Special Separation Allowance; Revaluation, Debt Service; Coroner; Fire Districts; Forestry; Juvenile Crime Prevention Council; CDBG; Internal Service Funds; Capital Projects; and School Construction

Budget Manager: County Attorney
Dept/Agency Responsibilities: Legal Department

Budget Manager: Board of Elections Director
Dept/Agency Responsibilities: Board of Elections

Budget Manager: Tax Assessor
Dept/Agency Responsibilities: Tax Administration; Revaluation; Tax Collection

Budget Manager: Register of Deeds
Dept/Agency Responsibilities: Register of Deeds

Budget Manager: Clerk of Court
Dept/Agency Responsibilities: Courts

Budget Manager: Economic Developer
Dept/Agency Responsibilities: Economic Development

Budget Manager: Sheriff
Dept/Agency Responsibilities: Sheriff's Department; Detention Facility

Budget Manager: Health Director
Dept/Agency Responsibilities: Health Programs; Health Administration and Other Health Programs; Environmental Health; and Solid Waste

Budget Manager: Inspections and Planning Department Director
Dept/Agency Responsibilities: Inspections and Planning

Budget Manager: Public Works Director
Dept/Agency Responsibilities: Public Buildings, Public Works, Airport

Budget Manager: Cooperative Extension Director
Dept/Agency Responsibilities: Cooperative Extension Programs; Teen Court (JCPC); Teen Court/Restitution (JCPC)

Budget Manager: Soil Conservation District Director
Dept/Agency Responsibilities: Soil Conservation Programs; Cost Share Programs

Budget Manager: Library Director

Dept/Agency Responsibilities: J.C. Holliday Library; LSCA Special Project

Budget Manager: Social Services Director

Dept/Agency Responsibilities: Department of Social Services; Other Social Services Programs and Child Support

Budget Manager: Animal Shelter Manager

Dept/Agency Responsibilities: Animal Shelter

Budget Manager: Aging and In Home Services Director

Dept/Agency Responsibilities: CAP-Medicaid; HCCBG Transportation; HCCBG PC Level II; HCCBG Home Repairs; HCCBG Senior Center; Adult Day Health Care; Senior Center Outreach; Weatherization Programs; Information and Case Referral; Nutrition; Family Caregiver Support; and HARRP Program

Budget Manager: Transportation Director

Dept/Agency Responsibilities: Sampson Area Transportation

Budget Manager: Veterans Service Officer

Dept/Agency Responsibilities: Veterans Services

Budget Manager: Emergency Management Director

Dept/Agency Responsibilities: Emergency Management; Rescue; Fire Departments; Fire Inspections and Communications Center

Budget Manager: Recreation Director

Dept/Agency Responsibilities: Recreation Programs

Budget Manager: Agri Exposition Center Manager/Assistant Economic Developer

Dept/Agency Responsibilities: Agri Exposition Center; Convention and Visitors Bureau

Budget Manager: Information Technology Director

Dept/Agency Responsibilities: Information Technology Department

Budget Manager: Human Resources Director

Dept/Agency Responsibilities: Human Resources Department

SECTION XVII. – BUDGET POLICY It will be the policy of this Board that it shall not absorb any reduction in State and Federal funds; that any increase shall be absorbed in the budget of the agency by either reducing personnel or program expenditures to stay within the County appropriation authorized.

The policy is extended to any agency that is funded by the County and receives State or Federal funds. This shall remain in effect until otherwise changed or amended by the Board of Commissioners. The County Manager is hereby directed to indicate this to each of the agencies that may be involved.

SECTION XVIII. – FISCAL CONTROL ACT The County Manager and the Finance Officer are hereby directed to make any changes in the budget or fiscal practices that are required by the Local Government Budget and Fiscal Control Act. This shall extend to permitted consolidations of funds and “Single Tax Levies” permitted in the Fiscal Control Act.

Any changes made by this authorization shall be reported to the Board of Commissioners as they are made and approved by the Board. The known changes that follow shall in no way be a limitation to the County Manager and Finance Officer in complying with said Act.

- A. As provided by G.S. 159-25(b), the Board has authorized dual signatures for each check or draft that is made on County funds. The signatures of the County Manager or the Chairman of the Board of Commissioners and the Finance Officer following proof or warrant, shall be the authorized signatures of the County.
- B. Changes in this budget will be made by amendment only.
- C. The County Manager is authorized to execute on behalf of the Board of Commissioners any contract, change order, purchase order or other instrument incurring any obligation which is specifically approved by the Board of Commissioners or for which the total obligation does not exceed \$50,000.

SECTION XIX. – HIRING The County Manager or the Board or Commissioners is authorized to approve filling any vacant existing position to ensure continuity and efficiency of operations in any department. No new positions may be created and filled without authorization of the Board of Commissioners.

This ordinance being duly passed and adopted this 13th day of June, 2018.

Clark H. Wooten, Chairman

Edwin W. Causey, County Manager/Budget Officer

Attest:

Susan J. Holder, Clerk to the Board

SCHEDULE A: INSPECTIONS AND PLANNING FEES

Sampson County

Inspections Department

FEE SCHEDULE

Effective 07/01/2018

One and Two Family Dwellings

Building	.15 per sq. ft.	
Electrical	.90 per amp for Main Electrical Service	*Electrical on new residential addition:
Plumbing	\$12.00 per fixture	*less than 600 sq. ft. \$50.00
Mechanical	.08 per sq. ft.	*over 600 sq. ft. \$80.00

Cost Per Sq. Ft. of Building Area

	<u>Building</u>	<u>Electrical</u>	<u>Mechanical</u>	<u>Plumbing</u>
Residential	.15	.09	.08	\$12.00 per
Storage	.08	.06	.07	plumbing fixture/
Assembly	.15	.09	.12	Commercial
Institutional	.23	.13	.14	Base fee
Business	.14	.09	.09	Add. \$100.00
Mercantile	.11	.07	.08	
Hazardous	.15	.10	.14	
Industrial	.13	.09	.07	
Educational	.16	.09	.09	

Additions

Computed on above table with \$50.00 minimum fee.

Alterations & Repairs

Based on ½ above table computation with \$50.00 minimum fee.

Change of Occupancy

Same as alterations and repairs. Calculations based on new occupancy.

Fire Protection Systems

Sprinkler Systems: .033 per sq. ft. sprinkled area

Standpipe without sprinkler: \$100.00 **52**

>Over 15 tons	\$200.00
Gas Piping	
Residential	\$ 50.00
Commercial	\$ 80.00
Commercial Hoods	\$100.00
Suppression Test	\$ 50.00
Commercial Refrigeration	
Motors or Compressors (1 st Unit)	\$ 80.00
Additional Motor or Additional Units	\$ 20.00 each

Plumbing

Minimum Fee	\$ 50.00
Residential	\$ 12.00 per Fixture
Water or Sewer Taps	\$ 50.00
Both Water & Sewer Taps	\$ 60.00
Transfer Switch	
Residential	\$ 50.00
Commercial	\$ 80.00

Mobile Home Fees

Setup (includes blocking & Tie Downs)	
Singlewide	\$100.00
Doublewide	\$150.00
Footer	\$ 50.00
Electrical	\$ 60.00
Plumbing	\$ 60.00
Mechanical	\$ 60.00

Minimum Fee or Extra Trip

Residential	\$50.00
Commercial	\$80.00

Other Fees and Charges

Work started before securing a Permit: Double Fee
1st Offense: Double Fee
2nd Offense: Double Fee + \$100.00
3rd Offense: Double Fee + \$300.00

Provisional or Temporary Buildings \$ 50.00
(i.e. fruit stands, tents, etc...)

Demolition Permits \$ 80.00

****Items not covered by the schedule of fees shall be computed on an hourly rate of \$75.00 per hour (minimum 1 hour) by the Building Codes Administrator.*

Planning & Zoning

Special Use Permit Application		\$200.00
Ordinance Copies		\$ 10.00
Rezoning Application		\$200.00
Minor Subdivision		\$ 50.00
Major Subdivision		\$100.00
Manufactured Home Park	New	\$125.00 + \$5.00 per lot
	Old	\$ 50.00 + \$2.50 per lot
Cell Tower Plan Review		\$500.00
Zoning Compliance Permit – New Residential		\$ 50.00
Zoning Compliance Permit – New Commercial		\$ 75.00
Zoning Compliance Permit – Additions/Accessory		\$ 25.00
Sign Permit – Per Square foot of signage		\$ 1.00
Radio Frequency Intermodulation Study Review		
Each Co-location		\$500.00

SCHEDULE B: RECREATION FEES

Sampson County Parks & Recreation 2018 Fee Schedule

Program Registrations	1 st Child	\$30.00
	2 nd Child	\$20.00
	3 rd Child	\$10.00
Late Fee for Program Registration		\$5.00 per child

Rentals:

Picnic Shelter or Stage	\$10.00 hr. (3hr. min)
Ballfield (unmarked without lights)	\$10.00 hr. (3hr. min)
Ballfield (unmarked with lights)	\$15.00 hr. (3hr. min)
Ballfield (marked without lights)	\$15.00 hr. (3hr. min)
Ballfield (marked with lights)	\$20.00 hr. (3hr. min)
Ballfield (marked without lights)	\$150.00 (8hrs. per field)
Ballfield (marked with lights)	\$200.00 (8 hrs. per field)

SCHEDULE C: HEALTH FEES

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
001453			
001944-90	LAB CORP	\$0.00	2/17/2017
000620-90	LAB CORP	\$0.00	2/17/2017
001453-90	LAB CORP	\$0.00	2/17/2017
10060	Incision & Drainage Cyst/Abcess-Simple	\$116.00	6/12/2017
10120	Foreign Body Removal, Uncomplicated	\$143.00	7/1/2013
10121	Foreign Body Removal, Complex	\$294.00	6/12/2017
11200	Removal Skin Tags	\$198.00	6/12/2017
11976	Nexplanon Removal w/o Insertion	\$230.00	7/1/2018
11981	Nexplanon Device Insertion	\$200.00	6/20/2016
11982	Nexplanon Device Removal	\$230.00	6/20/2016
11982	Nexplanon Device Removal & Insertion	\$300.00	7/1/2018
17110	Wart/Other Non-skin Tag Lesion Destruction	\$125.00	9/12/2016
36415	Venipuncture Collection	\$10.00	7/1/2013
36415-NC	Venipuncture Collection	\$0.00	6/12/2017
58300	IUD Insertion	\$150.00	7/1/2013
58301	IUD Removal	\$150.00	7/1/2013
59025-TC	Fetal Non Stress Test	\$70.00	6/12/2017
59425	Antepartum Care 4-6 Visits (MH Global billing)	\$525.00	9/12/2016
59426	Antepartum Care 7 or More Visits (MH Global billing)	\$925.00	9/12/2016
59430	Postpartum Care Only	\$200.00	9/2/2016
69200	Foreign Body Removal External Ear	\$167.00	9/12/2016
69210	Removal Impacted Cerumen	\$70.00	9/12/2016
80061QW	Lipid Panel(in house)	\$20.00	12/7/2015
80061-90	Lipid Panel - LAB CORP	\$51.04	12/7/2015
80061-90	Lipid Panel - LAB CORP	\$0.00	6/12/2017
80307-90	Drug Screen - LAB CORP	\$15.80	6/12/2017
81003QW	Urinalysis w/o Microscopy	\$6.50	9/12/2016
81025	Urine Pregnancy Test	\$20.00	7/1/2013
81025-NC	Urine Pregnancy Test	\$0.00	6/12/2017
82120	Amine Vaginal Fluid	\$10.00	6/12/2017
82120-NC	Amine Vaginal Fluid	\$0.00	6/12/2017
82239	Bile Acids - LAB CORP	\$49.38	7/1/2018
82670-90	Estradiol - LAB CORP	\$105.41	7/1/2013
82728-90	Ferritin - LAB CORP	\$45.86	2/17/2017
82947QW	Glucose Random/Fasting	\$10.00	7/1/2013
82947QW-NC	Glucose Random/Fasting	\$0.00	6/12/2017
82950QW	Glucose 1 Hr Screen	\$15.00	7/1/2013
82951QW	Glucose Tolerance Test (GTT) 3 Hr	\$30.00	7/1/2013
83001-90	Gonadotropin (FSH) - LAB CORP	\$79.20	7/1/2013
83020-90	Sickle Cell Screen	N/C	7/1/2013
83036QW	A1C Hemoglobin Glycosated (In-house)	\$45.00	7/1/2013
83036QW-NC	A1C Hemoglobin Glycosated (In-house)	\$0.00	6/12/2017

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
83036-90	A1C Hemoglobin Glycosated - LAB CORP	\$21.60	7/1/2013
83036-90-NC	A1C Hemoglobin Glycosated - LAB CORP	\$0.00	6/12/2017
83540-90	Iron - LAB CORP	\$18.47	2/17/2017
83540-90-NC	Iron - LAB CORP	\$0.00	6/12/2017
83550-90	Iron + TIBC- LAB CORP	\$36.93	2/17/2017
83550-90-NC	Iron + TIBC- LAB CORP	\$0.00	6/12/2017
83655-90	Lead, Blood - LAB CORP	\$20.00	9/12/2016
83655-90-NC	Lead, Blood - LAB CORP/STATE LAB	\$0.00	6/12/2017
83986	Vaginal pH	\$6.00	7/1/2013
84436-90	Total Thyroxine - LAB CORP	\$5.00	7/1/2013
84436-90-NC	Total Thyroxine - LAB CORP	\$0.00	6/12/2017
84702-90	HCG Serum Quantitative - LAB CORP	\$11.60	7/1/2013
84702-90-NC	HCG Serum Quantitative - LAB CORP	\$0.00	6/12/2017
85018QW	Hemoglobin	\$9.00	7/1/2013
85025-90	CBC with Differential Count- LAB CORP	\$5.60	7/1/2013
85025-90-NC	CBC with Differential Count- LAB CORP	\$0.00	6/12/2017
86580	Tuberculin Intradermal Test	\$20.00	9/12/2016
86580-NC	Tuberculin Intradermal Test	\$0.00	6/12/2017
86592-90	Syphilis Screen Qualitative (RPR)	\$10.00	7/1/2013
86592-90-NC	Syphilis Screen Qualitative (RPR)	\$0.00	6/12/2017
86850-90	Antibody Screen TB or Other - LAB CORP	\$27.00	7/1/2013
86850-90-NC	Antibody Screen TB or Other - LAB CORP	\$0.00	6/12/2017
86900-90	ABO Blood Typing - LAB CORP	\$11.60	7/1/2013
86900-90-NC	ABO Blood Typing - LAB CORP	\$0.00	6/12/2017
86901-90-NC	Blood Typing- Rh (D) - LAB CORP	\$0.00	6/12/2017
87070	Gonorrhea Culture	\$20.00	7/1/2013
87070-NC	Gonorrhea Culture	\$0.00	6/12/2017
87081-90	Group B Culture - LAB CORP	\$24.20	7/1/2013
87081-90-NC	Group B Culture - LAB CORP	\$0.00	6/12/2017
87086-90	Urine Culture w/Colony Count- LAB CORP	\$9.50	7/1/2013
87086-90-NC	Urine Culture w/Colony Count- LAB CORP	\$0.00	6/12/2017
87205	Gram Stain Smear	\$12.00	7/1/2013
87205-NC	Gram Stain Smear	\$0.00	6/12/2017
87491-90	Chlamydia-NAAT Probe- LAB CORP	\$50.00	7/1/2013
87491-90-NC	Chlamydia-NAAT Probe- LAB CORP	\$0.00	6/12/2017
87591-90	Gonorrhea NAAT Probe- LAB CORP	\$50.00	7/1/2013
87591-90-NC	Gonorrhea NAAT Probe- LAB CORP	\$0.00	6/12/2017
87624-90	HPV -High Risk Types Screen - LAB CORP	\$35.00	7/1/2013
87624-90-NC	HPV -High Risk Types Screen - LAB CORP	\$0.00	6/12/2017
88141-90	Cytopathy, c/v, interpretation by MD- LAB CORP	\$35.00	9/12/2016
88141-90--NC	Cytopathy, c/v, interpretation by MD- LAB CORP	\$0.00	6/12/2017
88142-90	Pap Smear/Cervical Cytology - LAB CORP	\$20.00	8/28/2015
88142-90-NC	Pap Smear/Cervical Cytology - LAB CORP	\$0.00	6/12/2017

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
90471	Vaccine Administration (1 dose)	\$20.00	7/1/2015
90471-NC	Vaccine Administration (1 dose)	\$0.00	6/12/2017
90472	Vaccine Administration (2 dose)	\$20.00	7/1/2015
90472-NC	Vaccine Administration (2 dose)	\$0.00	6/12/2017
90473	Vaccine Adm. -intranasal or oral	\$25.00	9/12/2016
90473-NC	Vaccine Adm. -intranasal or oral	\$0.00	6/12/2017
90474	Vaccine Adm.-intranasal or oral, each additional	\$25.00	9/12/2016
90474-NC	Vaccine Adm.-intranasal or oral, each additional	\$0.00	6/12/2017

90632 Hepatitis A Adult	\$69.00	7/1/2015
90633 Hepatitis A (12mos - 18 yrs.)	\$50.00	7/1/2013
90633 SL Hepatitis A (12mos - 18 yrs.)	\$0.00	6/12/2017
90636 Twinrix (Hepatitis A & B)	\$100.00	7/1/2018
90636 SL Twinrix (Hepatitis A & B)	\$0.00	6/12/2017
90647-SL HIB PedvaxHIB (3dose)	\$0.00	6/12/2017
90647 HIB PedvaxHIB (3dose)	\$35.00	9/12/2016
90648 SL ActHib	\$0.00	6/12/2017
90648 ActHib	\$20.00	6/12/2017
90649 Gardasil 9	\$255.00	7/1/2018
90649 SL Gardasil 9	\$0.00	6/12/2017
90670 Pneumococcal 13-Valent Prevnar 13	\$267.00	7/1/2018
90670 SL Pneumococcal 13-Valent Prevnar 13	\$0.00	6/12/2017
90675 Rabies Vaccine (Intramuscular)	\$370.00	7/1/2018
90675 NC Rabies Vaccine (Intramuscular)	\$0.00	6/12/2017
90685 Quadrivalent - flu (6-35 months PF prefilled syringe)	\$22.00	6/12/2017
90685 SL Quadrivalent - flu (6-35 months PF prefilled syringe)	\$0.00	6/12/2017
90686 Quadrivalent - flu (6months and older PF prefilled syringe)	\$22.00	6/12/2017
90686-SL Quadrivalent - flu (6months and older PF prefilled syringe)	\$0.00	6/12/2017
90687 Quadrivalent - flu (6-35 months PF multi dose vial)	\$22.00	6/12/2017
90687-SL Quadrivalent - flu (6-35 months PF multi dose vial)	\$0.00	6/12/2017
90688 Quadrivalent - flu (6-months and older PF multi dose vial)	\$22.00	6/12/2017
90688 SL Quadrivalent - flu (6-months and older PF multi dose vial)	\$0.00	6/12/2017
90696 Kinrix vaccine	\$60.00	6/12/2017
90696 SL Kinrix vaccine	\$0.00	6/12/2017
90698 Pentacel vaccine	\$110.00	7/1/2018
90698 SL Pentacel vaccine	\$0.00	6/12/2017
90700 DTaP	\$31.00	9/12/2016
90700 SL DTaP	\$0.00	6/12/2017
90702 DT Pediatric	\$66.00	7/1/2018
90702 SL DT Pediatric	\$0.00	6/12/2017
90707 Measles Mumps Rubella	\$90.00	7/1/2018
90707 SI Measles Mumps Rubella	\$0.00	6/12/2017
90710 Measles Mumps Rubella Varicella (ProQuad)	\$260.00	7/1/2018
90710 SL Measles Mumps Rubella Varicella (ProQuad)	\$0.00	6/12/2017

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
90713	IPV	\$40.00	6/12/2017
90713 SL	IPV	\$0.00	6/12/2017
90714	Td Tenivac	\$40.00	7/1/2018
90714 SL	Td Tenivac	\$0.00	6/12/2017
90715	Boostrix/Tdap	\$47.00	6/12/2017
90715 SL	Boostrix/Tdap	\$0.00	6/12/2017
90716	Varicella	\$160.00	7/1/2018
90716 SL	Varicella	\$0.00	6/12/2017
90723	Pediarix	\$85.00	7/1/2013
90723 SL	Pediarix	\$0.00	6/12/2017
90732	Pneumococcal 23	\$121.00	7/1/2018
90734	Meningococcal IM (Menactra/Menveo)	\$145.00	7/1/2018
90734 SL	Meningococcal IM (Menactra/Menveo)	\$0.00	6/12/2017
90736	Zostavax	\$275.00	7/1/2018
90744	HepB-Pediatric (Engerix)	\$52.00	7/1/2018
90744 SL	HepB-Pediatric (Engerix)	\$0.00	9/12/2016
90746	Hepatitis B (Adult)	\$60.00	6/12/2017
92551	Pure tone hearing test, air	\$16.00	9/12/2016
92551 NC	Pure tone hearing test, air	\$0.00	6/12/2017
92552	Pure tone audiometry, air	\$30.00	7/1/2013
92552 NC	Pure tone audiometry, air	\$0.00	6/12/2017
92587	Hearing Evaluation Limited Otoacoustic	\$65.00	9/12/2016
92587 NC	Hearing Evaluation Limited Otoacoustic	\$0.00	6/12/2017
93786	Ambulatory Blood Pressure Reading	\$10.00	6/12/2017
94760	Blood Oxygen Level Measurement	\$5.00	7/1/2013
95115	Allergy Injection - 1	\$22.00	9/12/2016
95117	Allergy Injection - 2	\$28.00	9/12/2016
96110	Developmental Screening	\$17.00	9/12/2016
96110 NC	Developmental Screening	\$0.00	6/12/2017
96127	Social/Emotional Screening for mother of Child with EPDS; PHQ-2; PHQ-9, PSC; CRAFFT for childe/adolescent.	\$5.87	6/12/2017
96127 NC	Social/Emotional Screening for mother of Child with EPDS; PHQ-2; PHQ-9, PSC; CRAFFT for childe/adolescent.	\$0.00	6/12/2017
96160	HEADSSS	\$18.39	2/17/2017
96160 NC	HEADSSS	\$0.00	6/12/2017
96161	Maternal Depression Screen-EPDS or PHQ-2/PHQ-9Tool	\$17.79	2/17/2017
96161 NC	Maternal Depression Screen-EPDS or PHQ-2/PHQ-9Tool	\$0.00	6/12/2017
96372	Injection IM SQ	\$31.00	7/1/2013
97802	Initial MNT, Individual, 15 min/Unit	\$45.00	7/1/2013
97802 NC	Initial MNT, Individual, 15 min/Unit	\$0.00	6/12/2017
97803	Additional MNT, Individual, 15 min/Unit	\$40.00	7/1/2013
97803 NC	Additional MNT, Individual, 15 min/Unit	\$0.00	6/12/2017
97804	MNT Group, 30 min/Unit	\$50.00	7/1/2013

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
97804 NC	MNT Group, 30 min/Unit	\$0.00	6/12/2017
99000	Handling/Conveyance Fee	\$10.00	7/1/2013
99000 NC	Handling/Conveyance Fee	\$0.00	6/12/2017
99070	Suture/Staple Removal Supplies	\$33.00	9/12/2016
99080	Form Completion	\$10.00	5/2/2016
99173	Visual Acuity Screen	\$10.00	7/1/2013
99173 NC	Visual Acuity Screen	\$0.00	6/12/2017
99199	Test Results/Other report, service, procedure	\$0.00	5/2/2016
99201	Office Visit I - New	\$75.00	7/1/2013
99202	Office Visit II - New	\$112.00	7/1/2013
99203	Office Visit III - New	\$159.00	7/1/2013
99204	Office Visit IV - New	\$234.00	7/1/2013
99205	Office Visit V - New	\$293.00	7/1/2013
99211	Office Visit I - Established	\$41.00	7/1/2013
99212	Office Visit II - Established	\$68.00	7/1/2013
99213	Office Visit III - Established	\$100.00	7/1/2013
99214	Office Visit IV - Established	\$147.00	7/1/2013
99215	Office Visit V - Established	\$219.00	7/1/2013
99381	Preventive Visit under 1 year - New	\$170.00	7/1/2013
99381 EP	Preventive Visit under 1 year - New	\$170.00	7/1/2013
99382	Preventive Visit 1-4 years - New	\$180.00	7/1/2013
99382 EP	Preventive Visit 1-4 years - New	\$180.00	7/1/2013
99383 FP	Preventive Visit 5-11 years - New	\$162.00	6/12/2017
99383 EP	Preventive Visit 5-11 years - New	\$190.00	7/1/2013
99383	Preventive Visit 5-11 years - New	\$190.00	7/1/2013
99384 FP	Preventive Visit 12-17 years - New	\$203.00	7/1/2013
99384 EP	Preventive Visit 12-17 years - New	\$203.00	7/1/2013
99384	Preventive Visit 12-17 years - New	\$203.00	7/1/2013
99385 FP	Preventive Visit 18-39 years - New	\$201.00	7/1/2013
99385 EP	Preventive Visit 18-39 years - New	\$201.00	7/1/2013
99385	Preventive Visit 18-39 years - New	\$201.00	7/1/2013
99386	Preventive Visit 40-64 years - New	\$239.00	7/1/2013
99386 FP	Preventive Visit 40-64 years - New	\$239.00	7/1/2013
99387	Preventive Visit 65 years and over - New	\$258.00	7/1/2013
99391	Preventive Visit under 1 year - Established	\$120.00	6/12/2017
99391 EP	Preventive Visit under 1 year - Established	\$120.00	6/12/2017
99392	Preventive Visit 1-4 years - Established	\$131.00	6/12/2017
99392 EP	Preventive Visit 1-4 years - Established	\$131.00	6/12/2017
99393 EP	Preventive Visit 5-11 years - Established	\$152.00	7/1/2013
99393 FP	Preventive Visit 5-11 years - Established	\$182.50	6/12/2017
99393	Preventive Visit 5-11 years - Established	\$182.50	6/12/2017
99394 EP	Preventive Visit 12-17 years - Established	\$176.00	7/1/2013
99394 FP	Preventive Visit 12-17 years - Established	\$182.50	6/12/2017

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
99394	Preventive Visit 12-17 years - Established	\$182.50	6/12/2017
99395 EP	Preventive Visit 18-39 years - Established	\$90.00	6/12/2017
99395 FP	Preventive Visit 18-39 years - Established	\$180.00	6/12/2017
99395	Preventive Visit 18-39 years - Established	\$180.00	6/12/2017
99396	Preventive Visit 40-64 years - Established	\$200.00	6/12/2017
99396 FP	Preventive Visit 40-64 years - Established	\$200.00	6/12/2017
99397	Preventive Visit 65 years and over - Established	\$228.00	6/12/2017
99406	Smoking&TobaccoUseCessationCounseling,Interm3-10min	\$20.00	7/1/2013
99407	Smoking&TobaccoUseCessationCounseling,greater10min	\$35.00	9/12/2016
99499	TB Screening	\$10.00	12/15/2015
99501	Postpartum Home Visit	\$185.00	7/1/2013
99502	Newborn Home Visit	\$230.00	6/12/2017
99502 EP	Newborn Home Visit	\$230.00	6/12/2017
A6251	Dressing Small < or = 16 Sq Inches	\$5.00	7/1/2013
A6252	Dressing Medium 16-48 Sq Inches	\$5.00	7/1/2013
A6253	Dressing Large > 48 sq inches	\$7.00	9/12/2016
D0145	Oral Evaluation < 3YO	\$46.00	7/1/2013
D0145 EP	Oral Evaluation < 3YO	\$46.00	7/1/2013
D0145 NC	Oral Evaluation < 3YO	\$46.00	7/1/2013
D1206	Topical application fluoride varnish <3YO	\$40.00	7/1/2013
D1206 EP	Topical application fluoride varnish <3YO	\$40.00	7/1/2013
D1206 NC	Topical application fluoride varnish <3YO	\$40.00	7/1/2013
G0008	Administration Flu Vaccine	\$30.00	7/1/2013
G0009	Administration Pneumococcal Vaccine	\$30.00	7/1/2013
G0108	Diabetes Mgt Individual 30min/Unit	\$55.00	7/1/2013
G0108 NC	Diabetes Mgt Individual 30min/Unit	\$0.00	6/12/2017
G0109	Diabetes Class Individual or Group -30 min/Unit	\$25.00	7/1/2013
G0109 NC	Diabetes Class Individual or Group -30 min/Unit	\$0.00	6/12/2017
G0478-90	Ethanol Testing - LabCorp	\$64.10	12/1/2016
J0171	Epinephrine 0.1ml up to 1 ml	\$3.00	7/1/2013
J1050/J1055 UD	Injection Depo medroxyprogesterone acetate 1mg/Unit	\$5.00	6/12/2017
J1050/J1055 C	Injection Depo medroxyprogesterone acetate 1mg/Unit	\$15.00	9/12/2016
J1050/J1055 P	Injection Depo medroxyprogesterone acetate 1mg/Unit	\$15.00	9/12/2016
J1725	Hydroxprogesterone caproate, 1 mg, injection	\$4.00	6/12/2017
J1725 NC	Hydroxprogesterone caproate, 1 mg, injection	\$0.00	6/12/2017
J7126	Hydroxprogesterone caproate, 1 mg, injection (Makena)	\$0.00	7/1/2018
J1726 NC	Hydroxprogesterone caproate, 1 mg, injection (Makena)	\$0.00	7/1/2018
J7126	Hydroxprogesterone caproate, 1 mg, injection (Makena)	\$0.00	7/1/2018
J2790	Rhogam	\$143.00	7/1/2018
J3490	17P alpha hydroprogesterone caproate injection (compounded)	\$0.00	7/1/2018
J3490 NC	17P alpha hydroprogesterone caproate injection (compounded)	\$0.00	7/1/2018
J3535	Naloxone Intranasal Spray	\$94.00	6/12/2017
J3535 NC	Naloxone Intranasal Spray	\$0.00	6/12/2017

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
J7296 UD	Kyleena/Other Levonorgestrel IUD 19.5 mg 5 yr duration	NEW	6/20/2016
J7296 C	Kyleena/Other Levonorgestrel IUD 19.5 mg 5 yr duration	NEW	6/12/2017
J7296 P	Kyleena/Other Levonorgestrel IUD 19.5 mg 5 yr duration	NEW	6/12/2017
J7297 UD	Liletta/Other Levonorgestrel IUD 52mg 3 yr duration	\$47.16	7/1/2018
J7297 C	Liletta/Other Levonorgestrel IUD 52mg 3 yr duration	\$722.00	6/12/2017
J7297 P	Liletta/Other Levonorgestrel IUD 52mg 3 yr duration	\$361.00	6/12/2017
J7298 UD	Mirena/Other Levonorgestrel IUD 52mg 5 yr duration	\$317.76	7/1/2018
J7298 C	Mirena/Other Levonorgestrel IUD 52mg 5 yr duration	\$904.00	6/12/2017
J7298 P	Mirena/Other Levonorgestrel IUD 52mg 5 yr duration	\$452.00	6/12/2017
J7300 UD	Paraguard/Other Intrauterine copper contraceptive	\$249.35	7/1/2018
J7300 C	Paraguard/Other Intrauterine copper contraceptive	\$904.00	6/12/2017
J7300 P	Paraguard/Other Intrauterine copper contraceptive	\$452.00	6/12/2017
J7307 UD	Nexplanon Etonogestrel (contraceptive) implant system	\$399.00	7/1/2018
J7307 C	Nexplanon Etonogestrel (contraceptive) implant system	\$399.00	6/12/2017
J7307 P	Nexplanon Etonogestrel (contraceptive) implant system	\$200.00	6/12/2017
S0280	OB First Visit Risk Scening	\$50.00	7/1/2013
S0281	Postpartum Visit	\$150.00	7/1/2013
S4993 UD	Contraceptive Pills	\$4.29	7/1/2018
S4993 C	Contraceptive Pills	\$0.00	6/12/2017
S4993 P	Contraceptive Pills	\$6.00	7/1/2018
S5000 UD	Emergency Contraception - Opcicon	\$8.24	7/1/2018
S5000 C	Emergency Contraception - Opcicon	\$0.00	7/1/2018
S5000 PP	Emergency Contraception - Opcicon	\$11.00	7/1/2018
S5001 UD	Emergency Contraception (Ella)	13.61	7/1/2018
S5001 C	Emergency Contraception	0	6/12/2017
S5001 P	Emergency Contraception	25	7/1/2018
S9442	Birthing Class	\$26.00 per session	7/1/2013
S9465	Diabetes OP Self management, Ind 30 min.	\$45.00	9/12/2016
S9465 NC	Diabetes OP Self management, Ind 30 min.	\$0.00	6/12/2017
S9470	Diabetes OP Self Management counseling,Grp(2or more) 30 min	\$45.00	9/12/2016
S9470 NC	Diabetes OP Self Management counseling,Grp(2or more) 30 min	\$0.00	6/12/2017
T1001	MaternalCare Skilled Nurse Home Visit	\$110.00	6/12/2017
T1002	RN Services, up to 15 minutes/unit	\$25.00	9/12/2016
CPR AND FIRST AID			
	Adult and Infant/Child CPR only	\$50.00	7/1/2013
	Adult and Infant/Child CPR Refresher Class	\$25.00	7/1/2013
Medical Record copies			
S9981	Minimum Fee 13 or fewer pages	\$10.00	7/1/2013
S9982	First 25 pages	.75/page	12/7/2015
S9982	Pages 26-100	.50/page	7/1/2013
S9982	Pages 101 and more	.25/page	7/1/2013

HEALTH DEPARTMENT FEES FY 18-19

CODES	DESCRIPTIONS	CHARGES	DATE REVISED
Environmental Health Fees			
	Engineer Option Permit Fee	\$75.00	9/12/2016
	Existing Septic System Inspection	\$50.00	6/12/2017
	Soil/Site Evaluation (Repair Septic System)	\$50.00	7/1/2018
	Migrant Labor (Existing septic & well report)	\$50.00	6/12/2017
	Migrant Labor (each additional septic report)	\$10.00	7/1/2015
	Each additional new well on same property	\$75.00	6/12/2017
	Food & Lodging plan review	\$200.00	7/1/2013
	New Well Site Evaluation	\$300.00	7/1/2018
	Public Swimming Pool Annual OP	\$100.00	7/1/2013
	ServSafe Class (per student)	\$75.00	7/1/2016
	ServSafe Class Answer Sheet	\$41.00	7/1/2016
	ServSafe Class Full Course (Including all materials)	\$181.00	7/1/2018
	ServSafe Class Full Course (Student brings 6th edition book)	\$116.00	7/1/2018
	ServSafe Class Manager Book/Exam Sheet	\$76.00	7/1/2016
	ServSafe Class Protoring Exam (per student)	\$15.00	7/1/2016
	ServSafe Class Re-Test/Test Only	\$56.00	7/1/2018
	Smoking Violation Fine	\$200.00	7/1/2013
	Tattoo Artist Annual Renewal	\$200.00	6/12/2017
	Temporary & Limited Food Establishment	\$75.00	6/12/2017
	Water Samples - Bacteriological	\$35.00	7/1/2018
	Water Samples - Inorganic Chemical	\$75.00	6/12/2017
	Water Samples - Nitrate/Nitrite	\$35.00	7/1/2018
	Water Samples - Pesticide	\$100.00	7/1/2018
	Water Samples - Petroleum	\$100.00	7/1/2018
	Well Report	\$50.00	7/1/2018

Policy Change

Diabetes Self Management Program

No charge to patient. Bill Insurance, Medicare and Medicaid when available.

- 4/22/2015 Revised
- 7/1/2015 Revised
- 12/1/2015 Revised
- 4/4/2016 Revised
- 6/10/2016 Revised
- 6/20/2016 Revised
- 9/12/2016 Revised
- 12/1/2016 Revised
- 2/17/2017 Revised
- 5/31/2017 Revision Suggestions
- 6/12/2017 Revised
- 7/1/2018 REvised

SCHEDULE D: EXPO CENTER FEES

Sampson County Exposition Center - 910.592.6451

414 Warsaw Road, Clinton, NC 28328

www.sampsonexpocenter.com - 910.592.8486 FAX

FACILITY RATE SCHEDULE

EFFECTIVE: 1 July 2018

Thank you for considering the Sampson County Exposition Center for your upcoming event. Owned and operated by the County of Sampson, the facility serves as a venue for a wide variety of both public and private events. Known as "The Center of Activity," the facility offers multiple meeting spaces for banquets, seminars, graduations, trade shows, weddings and a host of other activities. The facility also serves as a venue for cultural events and activities that enhance the quality of life for its citizens as well as in attracting visitors to Sampson County.

Refundable Security Deposits

\$250 (Non-Food Functions) - \$500 (Events providing catering, dance, band, DJ, or alcohol)

Refundable Security Deposits are required to book or reserve a date with the Sampson County Exposition Center. Date(s) can not be confirmed without the receipt of applicable deposit. Security Deposits are refundable provided facility guidelines are met. Refundable security deposits are not a part of the rental fee and may not be applied toward facility rental or service fees.

Sampson County Exposition Center Standard Fee Schedule (See Reverse for Notes)**

Room	Non-Food Functions (3) (7)		Banquets/Dances Receptions/Sales Events (3) (7)	
	Sun -Thurs.	Fri.-Sat.	Sun -Thurs.	Fri.-Sat.
Entire Facility (1)	\$ 1,400.00 (1)	\$ 1,500.00 (1)	\$ 1,425.00 (1)	\$ 1,675.00 (1)
Prestage Hall	\$ 900.00	\$ 1,000.00	\$ 975.00	\$ 1,150.00
Prestage Hall A	\$ 550.00	\$ 625.00	\$ 600.00	\$ 675.00
Prestage Hall B	\$ 550.00	\$ 625.00	\$ 600.00	\$ 675.00
Heritage Hall	\$ 500.00 (2)	\$ 550.00 (2)	\$ 600.00 (2)	\$ 650.00 (2)
Heritage Hall A	\$ 325.00 (2)	\$ 375.00 (2)	\$ 400.00 (2)	\$ 450.00 (2)
Heritage Hall B	\$ 325.00 (2)	\$ 375.00 (2)	\$ 400.00 (2)	\$ 450.00 (2)
Prestage Hall Stage Only (6)	\$ 200.00	NA	NA	NA
Expo Room	\$ 95.00	\$ 125.00	\$ 95.00	\$ 125.00
Expo Room w AV Package	\$ 145.00	\$ 145.00	\$ 145.00	\$ 145.00
Board Room (5) (AV Package Available)	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00
Small Kitchen	NA	NA	\$ 125.00 (4)	\$ 125.00 (4)
Large Kitchen	NA	NA	\$ 125.00 (4)	\$ 150.00 (4)

Event Manager Fee: \$14.00/Hour (Hours 1 thru 8) \$18.00/Hour (Hours > 8)

Event Managers are required for all events beginning or ending after 5:00 p.m. Monday-Friday and for events held on Saturdays, Sundays and Holidays and are subject to a four-hour (4) minimum per scheduled event.

Holiday Rates: \$18/hour (Hours 1-8); \$27/hour (Hours >8). This includes the following: New Year's Eve, New Year's Day, MLK Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Eve or Christmas Day.

Security Personnel Fee: 22.00/Hour per Officer

Security Personnel are required for all concerts, dances, or events that allow alcoholic beverages. Security Personnel are subject to a four (4) hour minimum per scheduled event. The staff of the Exposition Center shall make all Security Personnel arrangements. The number of Security Personnel required for an event will be at the discretion of the Sampson County Exposition Center.

Holiday Rate: \$30.00/Hour per Officer: This includes the following: New Year's Eve, New Year's Day, MLK Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Eve or Christmas Day.

Production Equipment/Production Technicians/Bands/DJ's: Call for Pricing and Availability

Often clients need assistance in booking bands and DJ's, or their event requires specialized production technicians or production equipment including sound, lighting, staging, audio-visual or electrical. The Sampson County Exposition Center can assist clients in meeting these needs to insure a successful event. Contact Exposition Center Staff for additional details. (Six week minimum notice is suggested.)

Facility LED Marquee Advertising: (One week prior to event included in rental fee.)

Additional Advertising Fee: \$25.00/week or \$80.00 for 4 weeks

Marquee displays multiple messages that run concurrently daily 16 Hours per day. (Marquee advertising available only for events leasing space in the Exposition Center.)

Realizing the important role that Sampson County Non-Profit organizations perform in the community the Sampson County Exposition Center offers a Non-Profit Facility Rental Rate Schedule. This rate schedule is applicable to 501-C(3) Non-Profit organizations that are located within Sampson County. To receive these rates a copy of the organization's 501-C(3) tax status must be submitted at the time the contract is issued.

Sampson County Exposition Center Non-Profit (501-C3) Fee Schedule (**)				
Room	Non-Food Functions		Banquets/Dances Receptions/Sales Events (3)	
	Sun -Thurs.	Fri.-Sat.	Sun -Thurs.	Fri.-Sat.
Entire Facility ⁽¹⁾	\$ 1,250.00 ⁽¹⁾	\$ 1,475.00 ⁽¹⁾	\$ 1,200.00 ⁽¹⁾	\$ 1,475.00 ⁽¹⁾
Prestage Hall	\$ 725.00	\$ 950.00	\$ 900.00	\$ 950.00
Prestage Hall A	\$ 400.00	\$ 625.00	\$ 550.00	\$ 625.00
Prestage Hall B	\$ 400.00	\$ 625.00	\$ 550.00	\$ 625.00
Heritage Hall	\$ 450.00 ⁽²⁾	\$ 500.00 ⁽²⁾	\$ 550.00 ⁽²⁾	\$ 600.00 ⁽²⁾
Heritage Hall A	\$ 275.00 ⁽²⁾	\$ 400.00 ⁽²⁾	\$ 375.00 ⁽²⁾	\$ 400.00 ⁽²⁾
Heritage Hall B	\$ 275.00 ⁽²⁾	\$ 400.00 ⁽²⁾	\$ 375.00 ⁽²⁾	\$ 400.00 ⁽²⁾
Prestage Hall Stage Only	NA	NA	NA	NA
Expo Room	\$ 95.00	\$ 125.00	\$ 95.00	\$ 125.00
Expo Room w AV Package	\$ 145.00	\$ 175.00	\$ 145.00	\$ 175.00
Board Room (AV Package Available)	\$ 75.00	\$ 125.00	\$ 125.00	\$ 125.00
Small Kitchen	NA	NA	\$ 125.00 ⁽⁴⁾	\$ 125.00 ⁽⁴⁾
Large Kitchen	NA	NA	\$ 125.00 ⁽⁴⁾	\$ 150.00 ⁽⁴⁾

Services & Equipment Rental Fees (Plus applicable NC Sales Tax)

Basic Sound System (Two Corded Microphones & CD Player Included in Rental Fee (Prestage/Heritage Hall)	
Additional Corded Microphone(s)	\$20.00 Each/Day
Handheld Cordless Microphones	\$25.00 Each/Day
Straight Microphone Stands	\$15.00 Each/Day
200 Amp Stage Distro/Electrical Service	\$50.00 Each/Day (Required PH events with Band or DJ)
LED Video Projector Packages	\$110.00/Day (Computer/VCR/DVD presentations)
Bennett-Allen Board Room AV Package	\$50.00/Day (Computer/VCR/DVD presentations)
100 Amp Electrical Floor Services (PH Only)	\$50.00/Day/Cart
Dry Board Easel with Markers	\$25.00/Day
Easel(s)	\$15.00 Each/Day
Flipchart and Pad	\$25.00/Day (Includes Writing Pad)
Gaffers Tape (3" x 55 yard roll)	\$29.75/Roll
Portable Dance Floor	\$250.00/Day
Choral Risers (4 Sections)	\$150.00/Day or \$50.00/Section
Piano (Studio Piano/Console)	\$50.00/Day (Plus Tuning-Call for Pricing)
Grand Piano (Yamaha C7)	\$150.00/Day (Plus Tuning-Call for Pricing)
Fork Lift Services (Operator Included)	\$50.00/Hour (Two-week advance notice required)
Table Linen Services	Call for Pricing and Availability
In-House Catering Services	Call for Pricing and Availability
Elevated Seating Platforms	Call for Pricing and Availability

All Rates for daily rental. Events must conclude for guests by 12:30 am. (Failure to comply will result in automatic loss of security deposit.)

() Payment for facility rental and other associated fees are due 14 business days prior to the event date.**

- (1) Includes Prestage Hall, Heritage Hall, Expo Room, Large Kitchen and Small Kitchen.**
- (2) Dance/Band Functions utilizing Heritage Hall require a Portable Dance Floor. (See Additional Services Rate Schedule for pricing.)**
- (3) Sales Events Include: Tool Sales, Retail Sales, Wholesale Sales, Jewelry Sales, etc. (Businesses outside Sampson County add 50% to applicable room rental rates.)**
- (4) Kitchens may not be rented without room rental.**
- (5) No rental fee applicable for Clinton-Sampson Chamber of Commerce members, however, CSCOC members are subject to all standard usage polices and procedures.**
- (6) Mon-Thurs ONLY. Chairs & Tables for events held on stage only, not within PH. Booked no more than 30 days in advance.**
- (7) Clinton City Schools, Sampson County Schools, Tar Heel Challenge and Continuing Education Programs offered by the Sampson County Cooperative Extension Service receive a discount of 25% off of the Standard Rate Schedule. Discount applies only to room rental fees; all other services provided shall be at the prevailing rates as listed.**

**Box Office Services
Effective: 1 July 2018**

The Sampson CenterStage Box Office offers Box Office Services for events held at the Sampson County Exposition Center as well as other Sampson County venues.



Box Office Sales and Service Fees

Events Held at the Sampson County Exposition Center (Tickets sold onsite)

Set-Up Fee (Per Performance)	\$25.00
Ticket Fee (For sales made from onsite Box Office)	\$.75 per ticket
Vouchers/Gift Cards	\$.75 per ticket
Comp Tickets	\$.50 per ticket
Processing Fee for Phone Orders	\$3.00 per order*
Credit Card Fees**	3.6% of all Credit Card Sales
Day of Show Box Office Sales Staff	\$30.00 per hour***

Website/Online Ticket Sales: The Sampson CenterStage Box Office offers online ticket sales via www.sampsoncenterstage.com, www.sampsonexpoctr.com or via link provided to rental clients for their specific event. Online Convenience Fees are associated with each ticket sold online; however, these fees are passed along to the ticket purchaser as a convenience fee and are not deducted from a rental clients final settlement. The only fee to rental clients for tickets sold online is the associated credit card fee of 3.6%, which is deducted for all sales made via credit card.

Convenience Fees for all Online Ticket Sales (Paid by Purchaser)

Ticket Price Range	Fee Charged to Ticket Purchaser
\$.01 to \$10.00	\$1.25 per ticket
\$10.01 to \$20.00	\$1.75 per ticket
\$20.01 to \$30.00	\$2.00 per ticket
\$30.01 to \$40.00	\$2.50 per ticket
\$40.01 to \$50.00	\$2.75 per ticket
\$50.01 to \$60.00	\$3.25 per ticket
\$60.01 & Up	\$3.50 per ticket

Off-Site Events: (Events held at venues other than the Sampson County Exposition Center)

Set-Up Fee (Per Performance)	\$ 60.00
Per Ticket Sold Fee, Comp'd or Consigned	\$1.00
Processing Fee for Phone Orders	\$3.00 per order*
Credit Card Fees**	3.6% of all Credit Card Sales
Day of Show Box Office Sales Staff	N/A

Note: Per North Carolina statute all ticket sales are subject to the current NC Sales Tax Rate. Sales taxes are added to all ticket orders both online and at the box office. (7% as of 7-1-18)

Box Office Hours: 9:00 am to 5:00 pm Monday through Friday.

The Sampson CenterStage Box Office shall provide final settlement to clients at the conclusion of their event(s) for which tickets are sold. All payments will be made to client by Local Government Check by the Sampson County Finance Office on the 10th day of the month following the event.

*Processing Fees for Telephone Orders: This fee is assessed to the customer purchasing tickets by telephone that are mailed or that are held at the Box Office for will call.

**Credit Card Fees apply to any and all credit card charges made through the Sampson CenterStage Box Office and are deducted from the final settlement of client.

The Sampson CenterStage Box Office accepts the following methods of payment: Cash, Check, MasterCard®, Visa® and American Express (AMEX).

***Day of Show Box Office Sales Staff require a three (3) weeks notice and is based upon availability. Call for more information.

Pursuant to NCGS 25-3-506 checks returned to the Sampson County Exposition Center or the Sampson CenterStage Box Office for Non-Sufficient Funds (NSF) are subject to a returned check fee in the amount of \$25.00 (US)

Mailing & Shipping Address:
414 Warsaw Road
Clinton, NC 28328

Phone: 910.592.6451
Fax: 910.592.8486

Box Office: 910.592.7200

Website Address:
www.sampsoncenterstage.com



**Fee Schedule
Optional Cleaning Services
Effective: 1 July 2018**

<u># Attendees</u>	<u>Fee</u>
1-50	\$100
51-100	\$200
101-250	\$400
251-500	\$500
501-750	\$600
751 & Greater	\$750

The Optional Cleaning Services Fee Schedule above is offered and available to clients leasing space in the Sampson County Exposition Center. This service is offered as an option to clients wishing for the Staff of the Exposition Center to arrange and handle all cleaning along with the disposal of waste and trash generated as a result of the client's event. **THIS IS AN OPTIONAL SERVICE.**

The above cleaning service does not include the cleaning of kitchens. Kitchens must be cleaned by the rental client or their caterer. Should a client choose they may elect to contract for additional Kitchen Cleaning Services.

Kitchen Cleaning Fee: Quote Available Upon Request

SAMPSON COUNTY
AGRI-EXPOSITION
C E N T E R

Mixed Drinks (Well Brands) \$5.50

*(Aristocrat Vodka - Ron Rico Rum - Seagrams Gin - Canadian Club - Jim Beam
Inver House Scotch - Pancho Villa Tequila)*

Mixed Drinks (Premium Brands) \$6.50

*(Absolut Vodka - Barcardi Rum - Bombay Gin - Captain Morgans - Crown Royal
Dewars White Label - Fireball - Hpnotiq - Jack Daniels - Malibu Coconut Rum
Makers Mark - Peach Schnapps - Tito's Vodka - Jose Cuervo)*

Mixed Drinks (Top-Shelf) \$7.00

(Grey Goose Vodka - Woodford Reserve Bourbon)

Signature Drinks

*\$6.50 - Dragon's Fire - Fire Island - JT's Storm Surge - Malibu Bay Breeze - House
Margarita - Old Fashioned - Pink Monster - SeaBreeze*

*\$8.00 - Blue Breeze - Blue Bubbles - Blue Motorcycle
Long Island Iced Tea - Sex on the Beach*

Domestic Beer \$3.25

Bud Light, Michelob Ultra

Wine \$6.00

Cabernet Sauvignon, Chardonnay, White Zinfandel

Import Beer \$4.25

Corona, Heineken, Modelo

Champagne (Splits) \$6.00

Cash Bar Prices*

Beer & Wine

Bud Light	\$3.25
Michelob Ultra	\$3.25
Corona	\$4.25
Heineken	\$4.25
Modelo	\$4.25
White Zinfandel	\$6.00/Glass
Chardonnay	\$6.00/Glass
Cabernet	\$6.00/Glass
Merlot	\$6.00/Glass
Veuve Du Vernay (Brut) Champagne	\$6.00/Glass

Mixed Drink Beverages **\$5.50/Drink**

(Includes: Disposable Glassware for Mixed Drinks and Wine, Mixers, Stirrers and Cocktail Napkins)
 Selection includes: Smirnoff Vodka, Ron Rico Rum, Seagram's Gin, Canadian Club, Jim Beam,
 Inver House Scotch & Poncho Villa Tequila

Mixed Drink Beverages **\$6.50/Drink**

(Includes: Disposable Glassware for Mixed Drinks and Wine, Mixers, Stirrers and Cocktail Napkins)
 Selection includes: Absolut Vodka, Bacardi Rum, Bombay Sapphire Gin, Captain Morgan's Spiced Rum,
 Crown Royal, Hpnotiq, Jack Daniels, Malibu Coconut Rum, Makers Mark, Peach Schnapps, Dewars White
 Label Scotch, Red Wolf Vodka & Jose Cuervo Tequila

Mixed Drink Beverages **\$7.00/Drink**

(Includes: Disposable Glassware for Mixed Drinks and Wine, Mixers, Stirrers and Cocktail Napkins)
 Selection includes: Grey Goose Vodka & Woodford Reserve Bourbon

Signature Drinks

JT's Storm Surge, Malibu Bay Breeze, Margarita, Old Fashioned, Pink Monster, Seabreeze
\$6.00

Blue Breeze, Blue Bubbles, Long Island Iced Tea, Sex on the Beach
\$8.00

Don't See Your Favorite? Custom Ordered Beer & Wines Available Upon Request: Pricing Upon Request

*See Reverse for additional details.

Minimum “Cash Bar” Service Fees

1. For all “Cash Bar” Services a minimum sales requirement must be met. Should total Bar Sales not reach the minimum(s) as listed below, the client will be invoiced for this amount or the amount will be deducted from the client’s Security Deposit.

If total Bar Sales reach the required minimum this fee is waived.

Events with 1-250 Guests (Includes: Bar Set-up & (1) bartender-(1) wait staff-(1) ID staff member)

Events for (1-3 Hours)	Minimum Sales Requirement \$500.00/Bar or fee of \$175.00/Bar
Events (4-5 Hours)	Minimum Sales Requirement \$650.00/Bar or fee of \$250.00/Bar
Events (5-6 Hours)	Minimum Sales Requirement \$850.00/Bar or fee of \$300.00/Bar

Events with 251-600 Guests (Includes: Bar Set-up & (2) bartenders-(1) wait staff-(1) ID staff member)

Events for (1-3 Hours)	Minimum Sales Requirement \$650.00/Bar or fee of \$200.00/Bar
Events (4-5 Hours)	Minimum Sales Requirement \$850.00/Bar or fee of \$350.00/Bar
Events (5-6 Hours)	Minimum Sales Requirement \$1,050.00/Bar or fee of \$400.00/Bar

Additional Bartender(s) are available at the rate of \$25.00/hour. (30 day advance notice required)

2. For “Cash Bar” Services the following methods of payment are accepted: Cash, American Express, Visa and MasterCard.
3. For “Cash Bar” Services that are provided gratuity “tip” jars will be placed each bar station.
4. All retail prices include all applicable NC Sales Tax.
5. Bar Services are limited to a six (6) hour time schedule. (Example: 9 am to 3pm or 5 pm to 11 pm)
6. All alcohol sales will end at 12:00 am for all events. (Exceptions may apply)
7. Security Personnel is required at all events that choose to have alcohol served or provided at an event. The cost of Security Personnel is the responsibility of the client as stated in the Sampson County Exposition Center Facility Lease Agreement.
8. Pursuant to NC Laws, no person under the age of 21 shall be served alcoholic beverages.
9. Pursuant to NC Laws, proper identification must be presented. Acceptable forms include:
 - a. Current driver’s license from North Carolina or other states
 - b. U.S. Military Identification
 - c. North Carolina Identification Card
 - d. Official passport issued by any nation
10. Prices subject to change without notice.



Non-Profit Organization Corkage Fee Pricing

(Effective: 1 July 2018)

Non-Profit Organization Corkage Fee: Non-Profit organizations may apply for a Special One-Time Permit from the NC ABC Commission that will allow the organization to serve or sell beer, unfortified wine, fortified wine or spirituous liquor, or to allow brown-bagging at a single fund-raising event of that organization held at the Sampson County Agri-Exposition Center, at their own discretion and at their own risk subject to the “Corkage Fee” pricing structure listed below.

Corkage Fees based upon the number of attendees as follows:

1.	1-100 persons	\$125.00
2.	101-125 persons	\$150.00
3.	126-150 persons	\$175.00
4.	151-175 persons	\$200.00
5.	176-200 persons	\$250.00
6.	201-400 persons	\$300.00
7.	401-600 persons	\$350.00
8.	601-800 persons	\$400.00
9.	801 and up	\$500.00

Attendees/attendance will be determined by the number of chairs provided during a specific event.

(Example: Dinner seating for 300 guests would equal a corkage fee of \$250.00)

Sampson County 501-c3 Non-Profit organizations have the option to choose to utilize the Bar Services of the Sampson County Exposition Center. This is not mandatory. However, if a non-profit should choose to utilize the in-house bar services of the Exposition Center, and agrees to forfeit the ability to provide and/or operate cash bar services at their event, the Sampson County Exposition Center will then provide 10% of gross bar sales (less any gratuities collected and 3.6 % of any credit card or debit cards accepted) as a contribution to the organization. Payment will be made to the organization on the 10th of the month following the event.

Open Bar Prices*

Beer & Wine

Bud Light	\$2.50
Michelob Ultra	\$2.50
Corona	\$3.25
Heineken	\$3.25
Modelo	\$3.25
White Zinfandel	\$5.25/Glass
Chardonnay	\$5.25/Glass
Cabernet Sav.	\$5.25/Glass
Merlot	\$5.25/Glass
Veuve Du Vernay (Brut) Champagne	\$6.00/Glass

Mixed Beverages **\$4.75/Drink**

(Includes: Disposable Glassware for Mixed Drinks and Wine, Mixers, Stirrers and Cocktail Napkins)
 Selection includes: Smirnoff Vodka, Ron Rico Rum, Seagram's Gin, Canadian Club, Jim Beam,
 Inver House Scotch & Poncho Villa Tequila

Mixed Beverages **\$5.50/Drink**

(Includes: Disposable Glassware for Mixed Drinks and Wine, Mixers, Stirrers and Cocktail Napkins)
 Selection includes: Absolut Vodka, Bacardi Rum, Bombay Sapphire Gin, Captain Morgan's Spiced Rum, Crown
 Royal, Hpnotiq, Jack Daniels, Malibu Coconut Rum, Makers Mark, Peach Schnapps, Dewars White Label
 Scotch, Red Wolf Vodka & Jose Cuervo Tequila

Mixed Drink Beverages **\$7.00/Drink**

(Includes: Disposable Glassware for Mixed Drinks and Wine, Mixers, Stirrers and Cocktail Napkins)
 Selection includes: Grey Goose Vodka & Woodford Reserve Bourbon

Signature Drinks

JT's Storm Surge, Malibu Bay Breeze, Margarita, Old Fashioned, Pink Monster, Sea Breeze

\$6.00/Drink

Blue Breeze, Blue Bubbles, Long Island Iced Tea, Sex on the Beach

\$8.00/Drink

Open Bar Wine and Champagne (Case Pricing 12/Case)

Veuve Du Vernay (Brut) Champagne: 19.75/750 ML Bottle

Don't See Your Favorite? Custom Ordered Beer & Wines Available Upon Request: Pricing Upon Request

*Note: See reverse for additional details.

Open Bar Service Fees & Options

Open Bar Prices are offered at reduced rates to clients wishing to provide an "Open Bar" for their guests. All Open Bar services are subject to the requirements listed below.

1. For all "Open Bar" Services, a minimum fee for bar set-up and staffing is applicable.

Events with 1-250 Guests (Includes: Bar Set-up & (1) bartender-(1) wait staff-(1) ID staff member)

Hours Bar is Open	Rate
Events for (1-3 Hours)	\$150.00
Events (4-5 Hours)	\$200.00
Events (5-6 Hours)	\$300.00

Events with 251-600 Guests (Includes: Bar Set-up & (2) bartenders-(1) wait staff-(1) ID staff member)

Hours Bar is Open	Rate
Events for (1-3 Hours)	\$200.00
Events (4-5 Hours)	\$350.00
Events (5-6 Hours)	\$400.00

Additional Bartender(s) are available at the rate of \$25.00/hour. (30 day advance notice required)

2. For "Open Bar" Services client may choose from Three (3) options:
 - A. **Open Bar – Drink Tickets:** Pre-pay for a chosen number of drink tickets to distribute among your guests. **Drink tickets can be redeemed at bar for beverages: 1 ticket = 1 drink. "Drink Tickets" may be redeemed for ANY beer, wine, liquor, or soft drink.** Tickets available as follows: (a) Minimum purchase of 150 tickets; (b) Price: \$6.00 for "Drink Tickets" plus 15% gratuity.
 - B. **Open Bar – Dollar Limit:** Prepay a selected amount. Once the pre-paid amount is reached, bar service will end or if the client chooses will turn into a Cash Bar. Each drink poured will be charged against the client's account at the per drink prices stated above.

Open Bar-Dollar Limit Minimum: \$850 in alcohol purchases plus 15% gratuity. (\$977.50)

Additional Credit for Open Bar Purchases may be made in \$25 increments plus 15% Gratuity.

- C. **Open Bar – No Limit:** Client pays the total bar bill at the conclusion of the event. Charges are based on actual consumption or "By the Drink." Client pays the total cost of all liquor, beer, wine and soft drinks served, plus 15% gratuity. (To estimate potential bar fees, please use the following as a guide: \$5.00 per person-per hour, plus 15% gratuity for each hour the bar is open.) Final charges are calculated at the conclusion of the event and are based upon actual consumption. Pre-approval is required and a deposit maybe required. **Open Bar-No Limit Minimum is \$850 plus 15% gratuity.**
3. All bar prices include applicable NC Sales Tax.
 4. For all "Open Bar" Services, no gratuity "tip" jars will be placed at bar station(s); however total sales are subject to a gratuity of 15%.
 5. Bar Services are limited to a six (6) hour time schedule. (Example: 9 am to 3 pm or 5 pm to 11 pm)
 6. All alcohol service will end at 12:00 am. (Exceptions may apply)
 7. Security Personnel is required at all events that choose to have alcohol served or provided at an event. The cost of Security Personnel is the responsibility of the client as stated in the Sampson County Exposition Center Facility Lease Agreement.
 8. Pursuant to NC Laws, no person under the age of 21 shall be served alcoholic beverages.
 9. Pursuant to NC Laws, proper identification must be presented. Acceptable forms include: (A) Current driver's license from North Carolina or other states; (B) U.S. Military Identification; (C) North Carolina Identification Card; (D) Official passport issued by any nation.
 10. Prices subject to change without notice.

SCHEDULE E: FIRE INSPECTION FEES

Fee Schedule

Periodic Inspection Fees
(effective July 1, 2016)

5,000 square foot or less	\$50.00
5,001 – 15,000 square foot	\$75.00
15,001 – 50,000 square foot	\$125.00
50,001 – 100,000 square foot	\$175.00
Greater than 100,000 square foot	\$250.00

Special Inspections Fees

ABC License Inspections	\$150.00
Foster & Therapeutic Homes	\$75.00
Group Homes or Assisted Living in a SFD	\$75.00
2nd Compliance Inspection	\$45.00
3rd Compliance Inspection	\$65.00
4th Compliance Inspection	\$85.00
5th Compliance Inspection	A Civil Citation will be issued

OPERATIONAL PERMITS

Code	Item to be permitted	Amount
105.6.2	Amusement Buildings (Not required in fairs)	\$30.00
105.6.4	Carnivals and Fairs	\$50.00
105.6.6	Combustible Dust Operations	\$30.00 (annually)
105.6.8	Compressed Gases	\$30.00 (annually)
105.6.9	Covered Mall Buildings	\$30.00 (annually)
105.6.10	Cryogenic Fluids	\$30.00 (annually)
105.6.11	Cutting and Welding	\$30.00 (annually)
105.6.12	Dry Cleaning Plants	\$30.00 (annually)
105.6.13	Exhibits and trade shows	\$50.00
105.6.14	Explosives	\$250.00
105.6.16	Flammable/Combustible Liquids	\$30.00 (annually)
105.6.19	Fumigation	\$50.00
105.6.20	Hazardous Materials	\$60.00 (annually)
105.6.22	High Piled Storage	\$30.00 (annually)
105.6.23	Hot Work Operations & Programs	\$30.00 (annually)
105.6.24	Industrial Ovens	\$30.00 (annually)

105.6.25	Lumber Yards / Woodworking Plants	\$30.00	(annually)
105.6.26	Liquid or Gas Fueled Vehicles in Assembly Occupancies	\$50.00	
105.6.28	Magnesium	\$60.00	(annually)
105.6.29	Miscellaneous Combustible Storage	\$30.00	(annually)
105.6.36	Pyrotechnic/Special Effects	\$250.00	
105.6.38	Refrigeration Equipment	\$30.00	(annually)
105.6.39	Repair Garages / Motor Fuel Facilities	\$30.00	(annually)
105.6.41	Spraying and dipping	\$30.00	(annually)
105.6.42	Storage of Scrap Tires	\$30.00	(annually)
105.6.43	Temporary membrane structures, tents (See Construction Permit Section Also)	\$50.00	
105.6.45	Waste handling	\$60.00	(annually)

Plan Review Submittal Information

Amusement Buildings

- Floor plan to scale
- Site Plan

Pyrotechnic / Fireworks

- Site Plan (outdoor displays)
- Spectator & fallout area
- Location of all buildings
- Highways & Public Streets
- Overhead obstructions
- Utilities
- Misfire procedures
- Certificate of Insurance
- Name and address of all operators
- Copy of the Display Operator's license issued by State Fire Marshal (effective 2/1/2010)
- SAMPSON COUNTY DOES NOT ISSUE ON SITE CERTIFICATIONS

Exhibit / Trade Shows

- Floor Plan

Carnival / Fair

- Site Plan
- Copy of approved zoning permit
- Public Safety Plan (when applicable)



Sampson Area Transportation

Fares for Public Transportation

\$2.00 - round trip fare for in-county trips

*\$1.00 for one-way trips.

*\$1.00 for each extra stop

Veterans Only

\$5.00 – round trip fare for out-of-county trips

For more information call 910-299-0127