



**SAMPSON COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA
October 8, 2020 – Recessed Meeting**

This meeting is to be held during the unprecedented event of the COVID-19 pandemic. Because the State and the County remain under a State of Emergency, the meeting will be conducted via Zoom and broadcast via YouTube.

6:00 pm Re- convene Regular Meeting (Invocation and Pledge of Allegiance)

Item 1 Actions Related to Public Hearing Held on October 5, 2020: Proposed FY22 Public Transportation Grant Funding Applications

Sampson Area Transportation is seeking authorization to apply for the following grants to provide public transportation services. The grants sought for the period July 1, 2021 – June 30, 2022, and their required local match amounts (to be budgeted in the FY21-22 budget) are:

1 - 10

Administrative (CTP/5311)	\$240,833	Requires 20% local match of \$48,166.60
Capital (Vehicles and Other)	\$200,000	Requires 20% local match of \$40,000
5310 Operating	\$100,000	Requires 50% local match of \$50,000
Other Non-STI Rural Expansion	\$358,100	Requires 20% local match of \$71,620
Total Grant Requests	\$898,933	Total Local Share \$209,786.60

Recommended motion: Motion to authorize submission of transportation grant application documents, including Certifying Resolution which designates County Manager as the authorized official

Item 2 Approval of Request by Harrells Fire Department to Establish Substation

11 - 14

The Harrells Fire Department is requesting to establish a substation to be constructed at 1881 Scronce Road, placing residents in and around Kerr Station and Tomahawk communities into a five-mile insurance district, improving the cost of their insurance premiums. The cost to the County would be the annual \$6,900 supplement paid. This request was approved by the Sampson County Fire Commission and is recommended to the Board of Commissioners.

Recommended motion: Motion to approve the request by Harrells Fire Department to establish a substation, as recommended by the Fire Commission

Item 3 Budget Amendment

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Adjournment



SAMPSON AREA TRANSPORTATION
311 COUNTY COMPLEX RD.
BUILDING H
CLINTON, NC 28328
PHONE: (910) 299-0127

ROSEMARIE OATES, DIRECTOR
Email: roates@sampsonnc.com

Memorandum:

TO: Mr. Ed Causey, County Manager
FROM: Rosemarie Oates-Mobley, Director, Sampson Area Transportation
DATE: August 28, 2020
RE: FY22 CTP Grant, 5310 Grant, Capital Grant, Rural Expansion Grant

I am requesting approval from the Board of Commissioners to allow Sampson Area Transportation to apply for the following grants from the NC Department of Transportation for FY22: CTP/5311 (Administrative expenses), 5310 Elderly/Disabled (to provide transp. services), Capital (replace 2 transit vans and camera system), and a Rural Expansion Vehicle grant (replace five transit vehicles that were originally purchased with county funds).

The grants that I will be applying for will be for the following amounts: CTP/5311-\$240,833 with a 20% local match of \$48,166.60, 5310 Elderly/Disabled-\$100,000 with a 50% local **in-kind** match of \$50,000, Capital-\$200,000 with a 20% local match of \$40,000, and Rural Expansion-\$358,100 with 20% local match of \$71,620.

I am also requesting that a public hearing pertaining to these grants be held on October 5, 2020.

Please let me know if you have any questions.

Thank you,

Rosemarie Oates-Mobley
Director, Sampson Area Transportation

PUBLIC HEARING NOTICE

Section 5311 (ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

This is to inform the public that a public hearing will be held on the proposed FY22 Community Transportation Program Application to be submitted to the North Carolina Department of Transportation no later than December 1, 2020. The public hearing will be held on October 5, 2020 at 6:00 pm before the Sampson County Board of Commissioners. In the event the State of North Carolina is still under a COVID-19 State of Emergency at that time, the meeting will be held virtually by video conference, and the Board of Commissioners' Auditorium will not be open to the public. In the event the State of North Carolina is no longer under a COVID-19 State of Emergency at that time, the meeting and any recessed and reconvened meetings will be held in the County Auditorium, located at 435 Rowan Road, Building A, Clinton, NC 28328.

If the meeting is held remotely, the meeting will be broadcast live on the Sampson County YouTube channel beginning at 6:00 p.m. Members of the public who wish to listen to the meeting but do not have internet access may do so by dialing the following telephone number and entering the meeting ID number and password listed below:

Telephone number: (646) 558-8656
Meeting ID number: 865 2794 0106
Password: 429351000

If the meeting is held remotely, members of the public who wish to address the Board of Commissioners regarding the public hearing may do so by submitting written comments by one of the following means:

- First class mail addressed as follows: Clerk to the Board
406 County Complex Rd., Bldg. C
Clinton, NC 28328
- Email addressed as follows: susanh@sampsonnc.com

Please note that written comments must include the commenter's name and address and must be received by 5:00 p.m. on Monday, October 5, 2020.

Written comments submitted by members of the public will be read aloud by the Clerk and provided as part of the meeting minutes.

Those interested in attending/viewing the public hearing and needing either auxiliary aids and services under the Americans with Disabilities Act (ADA) or a language translator should contact Rosemarie Oates on or before September 25, 2020, at telephone number 910-299-0127 or via email at roates@sampsonnc.com.

The Community Transportation Program provides assistance to coordinate existing transportation programs operating in Sampson County as well as provides transportation options and services for the communities within this service area. These services are currently provided using public transportation vehicles. Services are rendered by Sampson Area Transportation.

The total estimated amount requested for the period **July 1, 2021 through June 30, 2022**

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>	
Administrative	\$240,833	\$48,166.60	(20%)
Operating (5311)	\$0	\$0	(50%)
Capital (Vehicles & Other)	\$200,000	\$40,000	(20%)
5310 Operating	\$100,000	\$50,000	(50%)
Other: Non-STI Rural	\$358,100	\$71,620	(20 %)
Expansion			
TOTAL PROJECT	\$898,933	\$209,786.60	
	Total Funding Request	Total Local Share	

This application may be inspected at Sampson Area Transportation, 311 County Complex Rd Clinton NC 28328 from 8:00 ~~am~~ ^{pm}-5:00 pm. Questions should be directed to Rosemarie Oates before October 1, 2020.

AVISO DE AUDIENCIA PÚBLICA

Sección 5311 (ADTAP), 5310, 5339, 5307 y fondos estatales aplicables, o una combinación de los mismos.

Esto es para informar al público que se llevará a cabo una audiencia pública sobre la Solicitud del Programa de Transporte Comunitario propuesto para el año fiscal (FY22) que se presentará al Departamento de Transporte de Carolina del Norte a más tardar el 1 de diciembre del 2020. La audiencia pública se llevará a cabo el 5 de octubre de 2020 a las 6:00 pm ante la Junta de Comisionados del Condado de Sampson. En caso de que el estado de Carolina del Norte todavía se encuentre bajo un estado de emergencia COVID-19 en ese momento, la reunión se llevará a cabo virtualmente por videoconferencia, y el Auditorio de la Junta de Comisionados no estará abierto al público. En caso de que el estado de Carolina del Norte ya no se encuentre bajo un estado de emergencia COVID-19 en ese momento, la reunión y cualquier reunión en receso y reanudada se llevará a cabo en el Auditorio del Condado, ubicado en 435 Rowan Road, Edificio A, Clinton, NC 28328.

Si la reunión se lleva a cabo de forma remota, la reunión se transmitirá en vivo en el canal de YouTube del condado de Sampson a partir de las 6:00 p.m. Los miembros del público que deseen escuchar la reunión pero no tengan acceso a Internet pueden hacerlo marcando el siguiente número de teléfono e ingresando el número de identificación de la reunión y la contraseña que se enumeran a continuación:

Número de teléfono: (646) 558-8656

Número de identificación de la reunión: 865 2794 0106

Contraseña: 429351000

Si la reunión se lleva a cabo de forma remota, los miembros del público que deseen dirigirse a la Junta de Comisionados con respecto a la audiencia pública pueden hacerlo mediante la presentación de comentarios por escrito por uno de los siguientes medios:

- Correo de primera clase con la siguiente dirección: Clerk to the Board
406 County Complex Rd., Bldg. C
Clinton, NC 28328
- Correo electrónico con la siguiente dirección: susanh@sampsonnc.com

Tenga en cuenta que los comentarios escritos deben incluir el nombre y la dirección del comentarista y deben recibirse antes de las 5:00 p.m. del lunes 5 de octubre del 2020. Los comentarios escritos presentados por miembros del público serán leídos en voz alta por el Secretario y proporcionados como parte de las minutas de la reunión.

Aquellos interesados en asistir / ver la audiencia pública y necesitar ayudas y servicios auxiliares bajo la Ley de Estadounidenses con Discapacidades (ADA) o un traductor de idiomas debe comunicarse con Rosemarie Oates antes o para el 25 de septiembre del 2020, al número de teléfono 910-299-0127 o por correo electrónico a roates@sampsonnc.com.

El Programa de transporte comunitario brinda asistencia para coordinar los programas de transporte existentes que operan en el condado de Sampson, así como también brinda opciones y servicios de transporte para las comunidades dentro de esta área de servicio. Estos servicios se brindan actualmente mediante vehículos de transporte público. Los servicios son prestados por Sampson Area Transportation.

El monto total estimado solicitado para el período del **1 de julio del 2021 al 30 de junio del 2022.**

<u>Proyecto</u>	<u>Monto Total</u>	<u>Contribución local</u>
Administrativo	\$ 240,833	\$ 48,166.60 (20%)
En funcionamiento (5311)	\$0	\$0 (50%)
Capital (Vehiculos & Otros)	\$ 200,000	\$ 40,000 (20%)
5310 En funcionamiento	\$ 100,000	\$ 50,000 (50%)
Otros: Expansión Rural sin ITS	\$ 358,100	\$ 71,620 (20%)
PROYECTO TOTAL	\$ 898,933	\$ 209,786.60

Solicitud de financiamiento total

Contribución local total

Esta aplicación puede ser inspeccionado en Sampson Area Transportation, 311 County Complex Rd, Clinton 28328 de 8:00 am-5: 00 pm. Las preguntas deben dirigirse a Rosemarie Oates antes del 1 de octubre del 2020.

PUBLIC TRANSPORTATION PROGRAM RESOLUTION

FY 2022 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by (*Board Member's Name*) _____ and seconded by (*Board Member's Name or N/A, if not required*) _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Capital budget Section 5310 program.

WHEREAS, Sampson County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the (*Authorized Official's Title*)* County Manager of (*Name of Applicant's Governing Body*) Sampson County is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I (*Certifying Official's Name*)* _____ (*Certifying Official's Title*) _____ do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (*Name of Applicant's Governing Board*) Sampson County Board of Commissioner's duly held on the ____ day of _____, _____.

Signature of Certifying Official

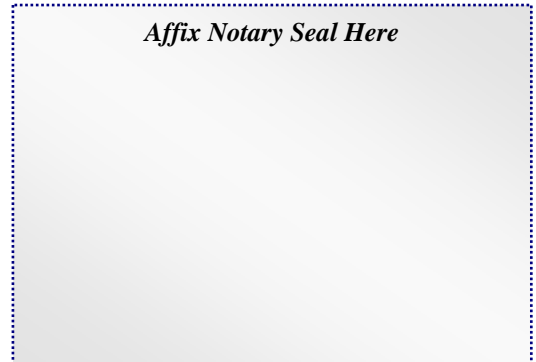
****Note that the authorized official, certifying official, and notary public should be three separate individuals.***

Seal Subscribed and sworn to me
(*date*) _____

*Notary Public **

Printed Name and Address

My commission expires
(*date*) _____



NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
INTEGRATED MOBILITY DIVISION

DBE/MBE/WBE/HUB ANTICIPATED VENDOR AWARDS in FY 2022

APPLICANT'S NAME: SAMPSON COUNTY **PERIOD COVERED**
MAILING ADDRESS: 405 COUNTY COMPLEX RD SUITE 140 CLINTON NC 28328 **From:** JULY 1, 2021
VENDOR NUMBER: 7666 **To:** JUNE 30, 2022

We expect to utilize the following list of DBE/MBE/WBE/HUB Vendors in FY 2022:

DBE/MBE/WBE/HUB Vendor/Subcontractor's Name	Mailing Address City, State, Zip	ID# from NCDOT Website	Describe Service/ Item to be Purchased	Anticipated Expenditure (\$)
				TOTAL

- The above list includes the DBE/MBE/WBE/HUB Vendors the applicant expects to utilize in FY 2022.
 The applicant does **NOT** expect to utilize any DBE/MBE/WBE/HUB Vendors in FY 2022.

Signature of Authorized Official

Date

DBE GOOD FAITH EFFORTS CERTIFICATION

This is to certify that in all purchase and contract selections (*Legal Name of Applicant*) SAMPSON COUNTY is committed to and shall make good faith efforts to purchase from, and award contracts to, Disadvantaged Business Enterprises (DBEs).

DBE good faith efforts will include the following items that are indicated by check mark(s) or narrative:

Required by IMD	Check all that apply	Description
*	<input checked="" type="checkbox"/>	Write a letter/email to Certified DBEs in the service area to inform them of purchase or contract opportunities;
*	<input checked="" type="checkbox"/>	Document telephone calls, emails and correspondence with or on behalf of DBEs;
	<input type="checkbox"/>	Advertise purchase and contract opportunities on local TV Community Cable Network:
*	<input checked="" type="checkbox"/>	Request purchase/contract price quotes/bids from DBEs;
	<input checked="" type="checkbox"/>	Monitor newspapers for new businesses that are DBE eligible
*	<input checked="" type="checkbox"/>	Encourage interested eligible firms to become NCDOT certified. Interested firms should contact the office of contractual services at (919) 707-4800 for more information
*	<input checked="" type="checkbox"/>	Encourage interested firms to contact the Office of Historically Underutilized Businesses at (919) 807-2330 for more information
*	<input checked="" type="checkbox"/>	Consult NCDOT Certified DBE Directory. A DBE company will be listed in the DBE Directory for each work type or area of specialization that it performs. You may obtain a copy of this directory at https://www.ebs.nc.gov/VendorDirectory/default.html
	<input type="checkbox"/>	Other efforts: Describe:
	<input type="checkbox"/>	Other efforts: Describe:

You may obtain a copy of the USDOT Disadvantaged Business Enterprise Program Title 49 Part 26 at <https://www.ebs.nc.gov/VendorDirectory/default.html>

Reminder: Documentation of all good faith efforts shall be retained for a period of five (5) years following the end of the fiscal year.

I certify that, to the best of my knowledge, the above information describes the DBE good faith efforts.

Signature of Authorized Official

Date

Type Name and Title of Authorized Official

FY 2022 LOCAL SHARE CERTIFICATION FOR FUNDING

Sampson County
(Legal Name of Applicant)

Requested Funding Amounts

<u>Project</u>	<u>Total Amount</u>	<u>Local Share**</u>
Administrative	\$ <u>240,833</u>	\$ <u>48,166.60</u> (20%)
5311 Operating (No State Match)	\$ _____	\$ _____ (50%)
5310 Operating (No State Match)	\$ <u>100,000</u>	\$ <u>50,000</u> (50%)
5307 Operating	\$ _____	\$ _____ (50%)
5307 Planning	\$ _____	\$ _____ (20%)
Combined Capital	\$ <u>200,000</u>	\$ <u>40,000</u> (20%)
Mobility Management	\$ _____	\$ _____ (50%)
5310 Capital Purchase of Service	\$ _____	\$ _____ (20%)
Non-STI Rural Expansion	\$ <u>358,100</u>	\$ <u>71,620</u> (20%)
_____	\$ _____	\$ _____ (___%)
_____	\$ _____	\$ _____ (___%)

Funding programs covered are 5311, 5310, 5339 Bus and Bus Facilities, 5307 (Small fixed route, regional, and consolidated urban-rural systems)

TOTAL	\$ <u>898,933</u>	\$ <u>209,786.60</u>
	Total Funding Requests	Total Local Share

****NOTE: Applicants should be prepared for the entire Local Share amount in the event State funding is not available.**

The Local Share is available from the following sources:

<u>Source of Funds</u>	<u>Apply to Grant</u>	<u>Amount</u>
<u>Local Funds</u>	<u>Admin</u>	\$ <u>48,166.60</u>
<u>Local Funds</u>	<u>5310 Operating</u>	\$ <u>50,000</u>
<u>Local Funds</u>	<u>Combined Capital</u>	\$ <u>40,000</u>
<u>Local Funds</u>	<u>Non STI Rural Expansion</u>	\$ <u>71,620</u>
_____	_____	\$ _____
_____	_____	\$ _____

FY 2022 Local Share Certificate (page 2)

_____	_____	\$ _____
_____	_____	\$ _____
TOTAL		\$ _____

**** Fare box revenue is not an applicable source for local share funding**

I, the undersigned representing (*Legal Name of Applicant*) **SAMPSON COUNTY** do hereby certify to the North Carolina Department of Transportation, that the required local funds for the FY2022 Community Transportation Program and 5307 Governors Apportionment will be available as of **July 1, 2021**, which has a period of performance of July 1, 2021 – June 30, 2022.

Signature of Authorized Official

Type Name and Title of Authorized Official

Date

SECTION 5311, 5310, 5339, Combined Capital, 5307 or State Funds Call for Projects
TITLE VI PROGRAM REPORT

Legal Name of Applicant: SAMPSON COUNTY
(Complete either Part A or Part B; and Part C)

Part A – No complaints or Lawsuits Filed

I certify that to the best of my knowledge, **No complaints or lawsuits** alleging discrimination have been filed against **SAMPSON AREA TRANSPORTATION** (*Transit System Name*) during the period **July 1, 2019 through June 30, 2020**.

Signature of Authorized Official

Date

Edwin Causey, Sampson County Manager

Type Name and Title of Authorized Official

Part B – Complaints or Lawsuits Filed

I certify that to the best of my knowledge, the below described complaints or lawsuits alleging discrimination have been filed against _____ (*Transit System Name*) during the period **July 1, 2019 through June 30, 2020**.

Complainant Name/Address/Telephone Number	Date	Description	Status/Outcome

(Attach an additional page if required.)

Signature of Authorized Official

Date

Type Name and Title of Authorized Official

Part C - Title VI Plan

Do you currently have a Title VI Plan: Yes

Date of last plan update: 2020

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE OF EMERGENCY SERVICES

MEMORANDUM:

TO: Susan Holder, Assistant County Manager
FROM: Jerry Cashwell, Emergency Services
DATE: October 06, 2020
SUBJECT: Harrells Fire Department Sub-Station

Harrells Fire Department is requesting to establish a second sub-station to be constructed at 1881 Scronce Road. The sub-station would place the residents in and around Kerr Station and the Tomahawk community into a five-mile insurance district, resulting in lower insurance premiums to property owners. Harrells is requesting the annual \$6,900.00 supplement for support of the additional station. Their request for a second sub-station was approved by the Sampson County Fire Commission on December 17, 2019 (minutes attached). If approved by the Board of Commissioners, this will not affect any other neighboring fire district.

JC/kc

Attachments:
Fire Commission minutes:
Map of proposed district:



107 Underwood Street | Clinton, NC 28328
OFFICE: (910) 592-8996 | FAX: (910) 592-5383

Sampson County Fire Commission

Minutes

December 17, 2019

Committee members in attendance:

Ronald Bass
Clark Wooten
Jerry Cashwell
Ken Jackson
George McGill
Anthony Troublefield
Billy Lockamy

Others in attendance:

Ed Causey
Joel Starling

Meeting was called to order at 1757 by Chairman Clark Wooten.

Minutes from the August 27, 2019, September 17, 2019 and the October 28, 2019 meeting were reviewed. Motion offered by Ken Jackson to accept the minutes. A second to the motion by Antony Troublefield. Motion Carried.

Discussion was held on the upcoming fire department inspections. The commission decided to conduct the inspections in April. Ronald Bass and Jerry Cashwell will attend the inspections which will be conducted on April 6, 13, 20 and 27. Clark Wooten, Billy Lockamy, Ken Jackson and Anthony Troublefield each selected one or more of the four days. Chairman Wooten also invited any of the commission members to attend as many of the days as their schedule would allow.

Ronald Bass presented the Harrells substation proposal to the group. Harrells Fire Department is requesting the commission to consider a proposed second substation to be constructed near the intersection of Wilbur Pridgen Road and Scronce Road. This station will permit those residing in Kerr Station and the area along NC 41 to be located in an insurance district. Chief McGill indicated no change in the current response district boundaries is requested.

Antony Troublefield made a motion to accept the proposal and recommend the substation be presented to the Board of Commissioners for approval and to create the new insurance district with respect to Harrell's third station. The motion received a second from Billy Lockamy and passed unanimously with exception of Chief McGill who recused himself from voting on the issue.

County Attorney Joel Starling advised the group the new Service District map would be presented to the Board of Commissioners at the January 6th, 2020 meeting for consideration. Mr. Starling

also advised he should have the first draft of the new fire department contract to the commission members by the end of the week.

Chief Ken Jackson informed the group that multiple departments in Sampson County have been awarded the Rescue Grant from OSFM. Collectively the grants total \$95,000.00

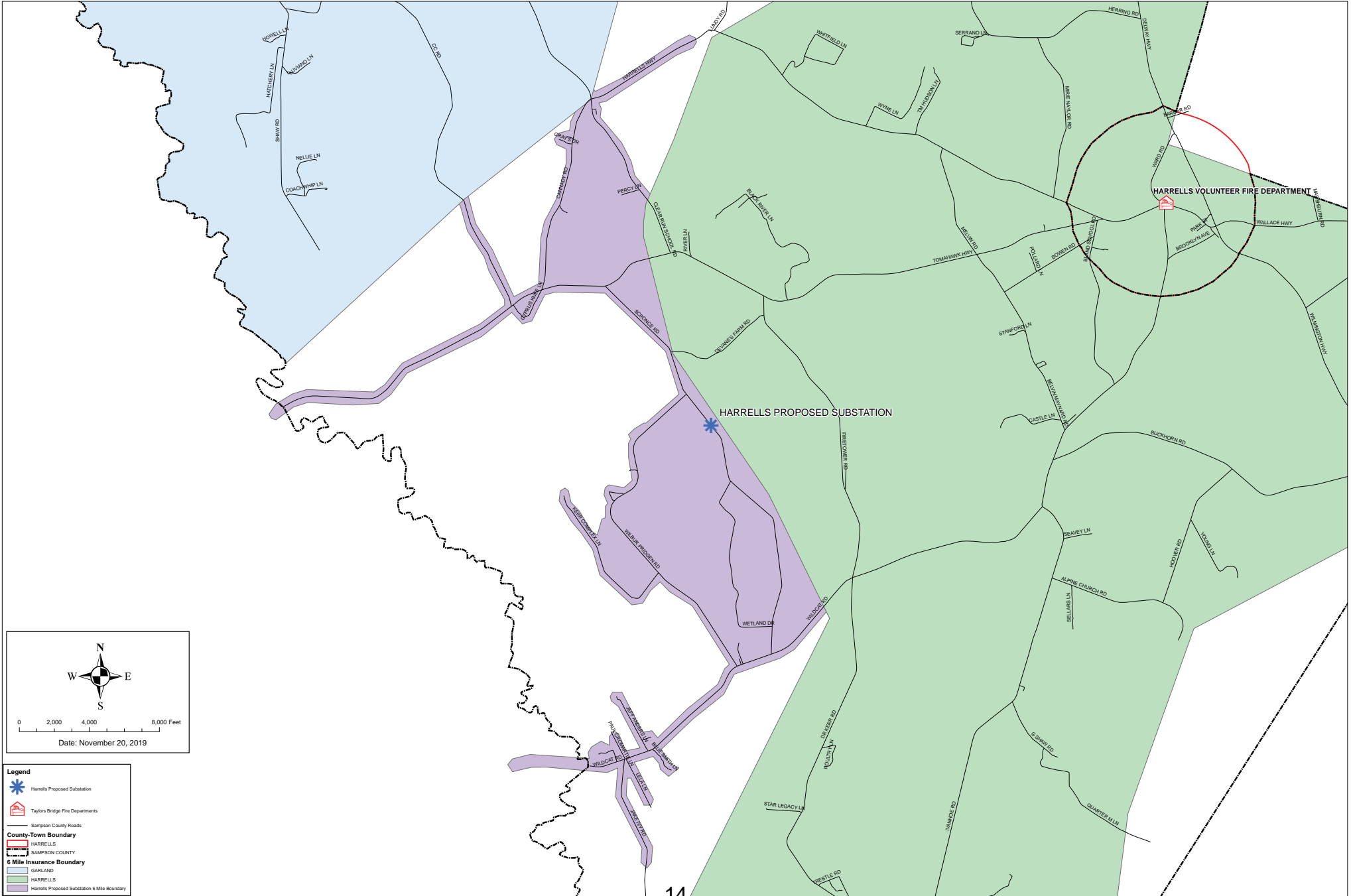
The date for the next Fire Commission meeting will be January 13, 2020 at the Administration Conference Room.

Motion to adjourn introduced by Ken Jackson, second by Clark Wooten. Motion carried.

Meeting adjourned at 19:25

J. Cashwell
Secretary, Sampson County Fire Commission

HARRELLS FIRE - SAMPSON COUNTY PROPOSED SUBSTATION - 6 MILE BOUNDARY



**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

FROM: ELECTIONS

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for 2020-2021

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11141700-534300	Election Expense	25,000.00	
11141700-544000	Contracted Services	13,000.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11034170-402600	NC Community Foundation Grant	38,000.00	

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

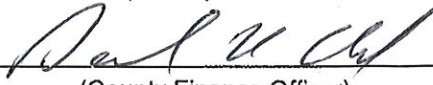
To budget funds from Community Foundations grant for temporary help and for Election Expenses for the 2020 General Election.



(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

10/5, 2020


(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

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

(County Manager & Budget Officer)