



**SAMPSON COUNTY
BOARD OF COMMISSIONERS
MEETING AGENDA**

April 3, 2023

- 4:00 pm Sampson County Cooperative Extension Annual Presentation and Dinner**
55 Agriculture Place, Clinton, NC
- 6:00 pm Reconvene Regular Meeting (County Auditorium)**
Invocation and Pledge of Allegiance
Approve Agenda as Published
- Item 1 Planning and Zoning Items**
- a. Proposed Subdivision Ordinance Text Amendment **1-8**
- Item 2 Public Hearings**
- a. Hwy 24 - Renaming of Roads **9-48**
- b. Naming of Private Roads **49-51**
- Item 3 Action Items**
- a. Award of bids for the rehabilitation of two homes in Group 2 of the 2020 Essential Single Family Rehabilitation Loan Pool (ESFRLP) Program **52-53**
- b. Suttontown and Mintz Water System Expansion Project **54-57**
- c. New Rules and Regulations and Minimum Standards for Clinton-Sampson Count Airport (CTZ) **58-79**
- Item 4 Consent Agenda (as Board of Commissioners)**
- a. Approve the minutes from the March 6, 2023 meeting **82-89**
- b. Authorize Sampson County DSS Advisory Committee Name Change **90**
- c. Approve the Sampson County DSS Cash Management and Segregation of Duties Policy **91-96**
- d. Authorize Request to Discard Items from the collections of the Sampson-Clinton Public Library System **97-130**

e. Authorize a lease of County property between Sampson County and Lynn S. Carr and adopt a resolution authorizing the County Manager to execute a lease agreement on behalf of Sampson County	131-139
f. Authorize a lease of County property between Sampson County and James Dennis Lee and Terry M. Raynor and adopt a resolution authorizing the County Manager to execute a lease agreement on behalf of Sampson County	140-150
g. Adopt a resolution accepting an offer by Kristal V. Garcia (Valle-Garcia Properties, LLC) to purchase certain real estate and authorizing the Chairman of the Board to execute a warranty deed and any such other documents necessary for the transfer of said property	151-152
h. Approve an amendment changing the due date of the previous year's Audit Contract	153-156
i. Approve budget amendments as submitted	157-163
j. Approve tax refunds and releases as submitted	164-170
Consent Agenda (as Board of Health)	
k. Approve the SCHD Fee/Cpt Code Update	171-172
l. Approve the SCHD 2022-2026 Strategic Plan	173-205
Item 5 Consideration of Late Property Tax Exemption	206-211
Item 6 Board Information	212
a. January 23, 2023 – SCHD Health Advisory Committee Minutes	214-215
b. February 20, 2023 – Dangerous Dog Appeal Hearing Minutes	216-219
c. COVID Kiosk Machine	220
Item 5 County Manager's Report	
Item 6 Public Comment Period	
Adjournment	

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 1(a)

Meeting Date: April 3, 2023	<input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input type="checkbox"/> Planning/ Zoning <input type="checkbox"/> Water District Issue
-----------------------------	---	---

SUBJECT: Public Hearing – Subdivision Ordinance Text Amendment

DEPARTMENT: Planning and Zoning

PUBLIC HEARING: Yes

CONTACT PERSON(S): Michelle Lance, Senior Planner

PURPOSE: To consider public input on the proposed text amendment of the Subdivision Ordinance

ATTACHMENTS: Memo, Planning Board Minutes, Ad, Ordinance Amendment

BACKGROUND:

The proposed Subdivision Ordinance Text Amendment was reviewed by the Sampson County Planning Board at their March 13, 2023, meeting. Michelle Lance, Senior Planner, provided an overview of the proposed text amendment, which is a proposal to revise the text regarding Section 606(b). The Text Amendment clarifies that major subdivision lots may only be served by internal access streets and may not have frontage along public streets in the NC DOT system. The Text Amendment also provides that minor subdivisions may have no more than five driveways that access an existing public or private street, subject to the driveway and subdivision standards of the NC DOT. In cases where more than five minor subdivision lots will access any one public or private street, one or more shared driveway will be required, such that no more than five driveways access any one street.

The Planning Board voted 3-0 to recommend approval of the Subdivision Ordinance Text Amendment. The recommendation for approval is based off the Planning Board’s decision that the text amendment is consistent with the goals and objectives of the Sampson County Land Use Plan. The Planning Board found that the text amendment is in best public interest and recommends approval to the Sampson County Board of Commissioners.

RECOMMENDED ACTION OR MOTION:

Approve the Subdivision Ordinance Text Amendment as recommended.

Sampson County Inspections & Planning Department

405 County Complex Rd. STE 110
Clinton, North Carolina 28328
(910) 592-0146 (T) (910) 596-0773 (F)



To: Ed Causey, County Manager

From: Michelle Lance, Senior Planner, CZO

Subject: April 3rd, 2023, Board of Commissioners Meeting

Date: March 15, 2023

SUBDIVISION ORDINANCE TEXT AMENDMENT

The proposed **SUBDIVISION ORDINANCE TEXT AMENDMENT** was reviewed by the Sampson County Planning Board at their March 13, 2023, meeting. Michelle Lance, Senior Planner, provided an overview of the proposed text amendment, which is a proposal to revise the text regarding Section 606(b). The Text Amendment clarifies that major subdivision lots may only be served by internal access streets and may not have frontage along public streets in the NC DOT system. The Text Amendment also provides that minor subdivisions may have no more than five driveways that access an existing public or private street, subject to the driveway and subdivision standards of the NC DOT. In cases where more than five minor subdivision lots will access any one public or private street, one or more shared driveway will be required, such that no more than five driveways access any one street.

The Planning Board voted 3-0 to recommend approval of the Subdivision Ordinance Text Amendment. The recommendation for approval is based off the Planning Board's decision that the text amendment is consistent with the goals and objectives of the Sampson County Land Use Plan. The Planning Board found that the text amendment is in best public interest and recommends approval to the Sampson County Board of Commissioners.

Please contact my office with any questions or comments.

Cc: Stephanie Shannon, Clerk of the Board

attachments

**AMENDMENT TO THE SUBDIVISION REGULATIONS,
SAMPSON COUNTY, NORTH CAROLINA**

WHEREAS, the Sampson County Board of Commissioners duly adopted the Subdivision Regulations of Sampson County, North Carolina on November 1, 2000, and has, from time to time, amended the Ordinance; and

WHEREAS, in order to promote the health, safety, morals, and general welfare of the citizens of Sampson County, the Sampson County Board of Commissioners determines that it is necessary to amend the Subdivision Regulations, Sampson County, North Carolina as more particularly set forth herein below; and

WHEREAS, the Sampson County Board of Commissioners finds that the amendments set forth herein below are consistent with the Sampson County Land Use Plan;

THEREFORE, BE IT ORDAINED that Section 606(b) of the Subdivision Regulations of Sampson County, North Carolina are hereby amended as follows:

Section 606. **Access Requirements**

- a) All newly created lots and parcels shall have direct access to a public or private street. Multi-family and non-residential lots may be created with access provided to a private parking area.
- b) ~~In instances where newly created lots cannot be practically served by an internal access street (new right of way) and their access comes from an existing public or private street, the lots shall have shared driveway access easements that are a minimum of thirty feet (30 ft.). The easement shall straddle the property line so that there is 15' on each property. The shared driveway is to be considered infrastructure and the subdivider shall either provide documents certifying the construction of the shared easement and a NCDOT Driveway Permit or a Performance Guarantee in its place prior to recording the Final Plat.~~

Major subdivisions shall be served by one or more internal access streets that are served by a common point of access, subject to the secondary access requirements of Section 608.2 of these Subdivision Regulations. Major subdivision lots shall not have frontage along a public street in the NCDOT road maintenance system.

Minor subdivisions may have up to five (5) driveways that access an existing public or private street, subject to the standards of the NCDOT. In instances where a minor subdivision has more than five (5) lots that access any one (1) public or private street, one or more shared driveway will be required, such that the minor subdivision does not have more than five (5) driveways that access an existing public or private street.

The driveway and access provisions of these Subdivision Regulations are intended to establish the maximum allowable number of access points for major or minor subdivision and shall at all times be subject to the driveway and subdivision standards promulgated by NCDOT. In the event that NCDOT determines that fewer driveways and/or access points are necessary in order to prevent undue impairment of safety, mobility, and utility of the highway, NCDOT's determination shall prevail and control.

- c) In instances where newly created lots will be accessed from an internal street, there shall be no direct access from the newly created lot onto an existing public or private right-of-way.
- d) When a subdivision is proposed to connect to an existing adjoining private street that is under separate homeowners/property owner's association ownership, the subdivider must provide documentation that supports the newly created lots having a legal right to be served by the existing private street.
- e) In instances where gates, barriers, and access management systems are used, Sampson County Emergency Services must be provided with all access codes and or keys that they have access to the subdivision.

The above amendment shall become effective upon adoption.

Adopted by the Sampson County Board of Commissioners, the 3rd day of April 2023.

R JEROL KIVETT, Chairman,
Sampson County Board of Commissioners

ATTEST:

STEPHANIE P SHANNON, Clerk,
Sampson County Board of Commissioners

**DENIAL OF TEXT AMENDMENTS TO THE ZONING ORDINANCE,
SAMPSON COUNTY, NORTH CAROLINA**

WHEREAS, the Sampson County Board of Commissioners duly adopted the Subdivision Regulations of Sampson County, North Carolina on November 1, 2000, and has, from time to time, amended the Ordinance; and

WHEREAS, in order to promote the health, safety, morals, and general welfare of the citizens of Sampson County, the Sampson County Board of Commissioners determines that it is not necessary at this time to amend the Zoning Ordinance, Sampson County, North Carolina as more particularly set forth herein below; and

WHEREAS, the Sampson County Board of Commissioners finds that the amendments set forth herein below are not consistent with the Sampson County Land Use Plan, and that they are not reasonable and in the best public interest;

NOW, THEREFORE IT BE RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS THAT the application for a text amendment is hereby **DENIED**

Adopted by the Sampson County Board of Commissioners, the 3rd day of April 2023.

R. JEROL KIVETT, Chairman,
Sampson County Board of Commissioners

ATTEST:

STEPHANIE P SHANNON, Clerk,
Sampson County Board of Commissioners

Public Notice

Sampson County, North Carolina

Notice is hereby given that a Public Hearing will be held by the Sampson County Board of Commissioners at the County Auditorium located at 437 Rowan Rd., Clinton, NC 28328, on April 3, 2023 at 6:00 p.m., for the purpose of considering the following:

A Text Amendment request by Planning Staff to amend Section 606(b) of the Sampson County Subdivision Ordinance, which sets forth access requirements for major and minor subdivisions. The Text Amendment clarifies that major subdivision lots may only be served by internal access streets and may not have frontage along public streets in the NC DOT system. The Text Amendment also provides that minor subdivisions may have no more than five driveways that access an existing public or private street, subject to the driveway and subdivision standards of the NC DOT. In cases where more than five minor subdivision lots will access any one public or private street, one or more shared driveway will be required, such that no more than five driveways access any one street.

A copy of the proposed Text Amendment is on file at the Sampson County Planning & Zoning Department 405 County Complex Rd. Bldg. B, Clinton, NC 28328 and are available for viewing by all interested citizens.

Publish

March 22, 2023

March 29, 2023

Sampson County Planning Department

405 County Complex Rd. STE 110
Clinton, North Carolina 28328
(910) 592-0146 (T) (910) 596-0773 (F)



D*R*A*F*T

Minutes of the Sampson County Planning Board

<u>Meeting Date</u>	<u>Members Present</u>	<u>Members Absent</u>
March 13, 2023	Marilyn Brooks Jay Darden Jason Tyndall	Houston Crumpler, III Gail Gainey

County Attorney Joel Starling, Senior Planner Michelle Lance, and Planner Debbie Jacobs were also present.

Marilyn Brooks gave the invocation, and Vice Chairman Darden led the Pledge of Allegiance.

Minutes and Written Decision Approved

Vice Chairman Darden asked the Board for a motion to approve the minutes of the February 13, 2023 Regular Meeting. Jason Tyndall made a motion that the minutes be approved as presented. The motion was seconded by Marilyn Brooks.

Ayes: Unanimous

Old Business

The Planning Board continued a discussion that it began at its September 2022 Regular Meeting regarding a potential revision to the shared driveway provisions of Section 606(b) of the Subdivision Regulations. Senior Planner Michelle Lance informed the Board that at the request of the Planning Board, the proposed text amendment presented at the February meeting had been revised. The revised Text Amendment now clarifies that major subdivision lots may only be served by internal access streets and may not have frontage along public streets in the NC DOT system and provides that minor subdivisions may have no more than five driveways that access an existing public or private street, subject to the driveway and subdivision standards of the NC DOT. In cases where more than five minor subdivision lots will access any one public or private street, one or more shared driveway will be required, such that no more than five driveways access any one street.

County Attorney Joel Starling informed the Board that the revised proposed text amendment accomplishes what the Planning Board has indicated they would like to do. The main concern of the text amendment is to avoid having more than 5 driveways feeding onto an existing road. The proposed text amendment will provide developers with a specific number and offer clarity, subject to the right of DOT to limit the number of permitted driveways based on the specific circumstances of the proposed development.

Jason Tyndall questioned Mrs. Lance about a subdivision located on Basstown Road where homes are currently being placed as to why they were allowed to have individual driveways.

Mrs. Lance responded that the subdivision he was referring to had been created prior to the Sampson County Subdivision Regulations being adopted and at that time there was no standard. Mrs. Lance also stated that recently from part of the residual parcel a minor subdivision was developed and that the developer was required to do shared driveways.

Tee Sealey, Contractor with JW Sealey presented the Board with an aerial photo of a new minor subdivision where he purchased some lots and began building homes to sell. Mr. Sealey stated that it made no sense to him why a shared driveway be required on a lot of almost an acre. "It's not feasible to us to do it" he stated. Mr Sealey also shared that the lots of the minor subdivision are on two different roads and felt that should be considered.

After Board discussion Vice Chairman Jay Darden called for a vote on the proposed text amendment. Marilyn Brooks made a motion to recommend approval of the proposed text amendment to the Sampson County Subdivision Regulations based on the following zoning consistency statement:

The Sampson County Planning Board finds the proposed text amendment to the Sampson County Subdivision Regulations to be consistent with the goals and objectives of the Sampson County Land Use Plan. The Planning Board finds that the text amendment is in best public interest and recommends approval to the Sampson County Board of Commissioners. The motion was seconded by Jason Tyndall and was unanimously recommended for approval by the Board.

Ayes: Unanimous, 3-0

There being no further business Vice Chairman Darden called for a motion to adjourn. Motion to adjourn was made by Jason Tyndall and seconded by Marilyn Brooks.

Ayes Unanimous, 3-0

The Planning Board adjourned at 6:30 p.m.

Jay Darden, Vice Chairman

Michelle Lance, Secretary

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 2(a)

Meeting Date: April 3, 2023	<input type="checkbox"/> Information Only <input type="checkbox"/> Report/Presentation <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Consent Agenda	<input checked="" type="checkbox"/> Public Comment <input type="checkbox"/> Closed Session <input type="checkbox"/> Planning/ Zoning <input type="checkbox"/> Water District Issue
--------------------------------	---	---

SUBJECT: Public Hearing – Renaming of Roads Along Hwy 24

DEPARTMENT: Emergency Services/Administration

PUBLIC HEARING: Yes

CONTACT PERSON(S): Jessie Matthews, 911 Addressing Coordinator
 Rick Sauer, Emergency Management Director

PURPOSE: To consider public input on the renaming of roads along Hwy 24

ATTACHMENTS: Memo, Ad, Press Release, Current Maps, Proposed Maps,
 Proposed Address Changes, Summary

BACKGROUND:

Several years ago, the NCDOT started the planning and subsequent reconstruction of rebuilding Hwy 24 from the City of Clinton west through Roseboro to the Cumberland County line in Autryville. As a result, some roads have been split in two, some roads remain unnamed, and some addresses do not conform to the County’s Ordinance and the National Emergency Numbering Association (NENA) guidelines. For the past six months, the County’s Road Naming Committee and the County Addressing Coordinator have been working diligently to identify each road and address that has been impacted. The Road Naming Committee has attempted to recommend as few changes as possible to minimize the impact on residents.

We have duly advertised a public hearing to receive comments on the recommendations of the Road Naming Committee regarding the renaming of these roads. The Road Naming Committee recommends the following:

<u>Route #</u>	<u>Previous Name</u>	<u>Proposed Name</u>
SR 1365	Roseboro Hwy	Old NC 24 Hwy
SR 1364	Roseboro Hwy	Bend Rd
SR 1363	Roseboro Hwy	E Dr MLK Jr Blvd Ext
SR 1515 (east of Roseboro)	Roseboro Hwy	E Dr Martin L King Jr Blvd
SR 1515 (west of Roseboro)	Autry Hwy	W Dr Martin L King Jr Blvd
SR 1516	Autry Hwy	Bleacher St
SR 1517	Dunn Rd	Dunn Rd Ext
SR 2007	Autry Hwy	Waco Rd
SR 2006	Autry Hwy	E Williams St
PVT 2006-925	Stage Coach Ln	W Stage Coach Ln

RECOMMENDED ACTION OR MOTION:

Rename the roads as recommended.

NORTH CAROLINA'S
SAMPSON COUNTY
 OFFICE OF EMERGENCY SERVICES

MEMORANDUM:

TO: Ms. Stephanie Shannon, Clerk to the Board
FROM: Jessie Matthews, Emergency Services Addressing Coordinator
DATE: March 14, 2023
SUBJECT: Private Road Name/Public Hearing Request

The Road Naming Committee members have reviewed the road name changes for the following roads. The Committee's recommendation has been approved by NCDOT and is listed below:

<u>Route #</u>	<u>Previous Name</u>	<u>Proposed Name</u>
SR 1365	Roseboro Hwy	Old NC 24 Hwy
SR 1364	Roseboro Hwy	Bend Rd
SR 1363	Roseboro Hwy	E Dr MLK Jr Blvd Ext
SR 1515 (east of Roseboro)	Roseboro Hwy	E Dr Martin L King Jr Blvd
SR 1515 (west of Roseboro)	Autry Hwy	W Dr Martin L King Jr Blvd
SR 1516	Autry Hwy	Bleacher St
SR 1517	Dunn Rd	Dunn Rd Ext
SR 2007	Autry Hwy	Waco Rd
SR 2006	Autry Hwy	E Williams St
PVT 2006-925	Stage Coach Ln	W Stage Coach Ln

This is being forwarded for your review and if you concur, please place this on the Board's agenda for consideration at a public hearing.



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

**NOTICE OF PUBLIC HEARING
RENAMING OF PRIVATE ROADS**

The Sampson County Board of Commissioners will hold a public hearing at 6:00 p.m. (or as soon as possible thereafter) on Monday, April 3, 2023, in the County Auditorium, Sampson County Complex Building A, 437 Rowan Road, Clinton, NC to consider public input on the renaming of the following private roads:

<u>Route #</u>	<u>Previous Name</u>	<u>Proposed Name</u>
SR 1365	Roseboro Hwy	Old NC 24 Hwy
SR 1364	Roseboro Hwy	Bend Rd
SR 1363	Roseboro Hwy	E Dr MLK Jr Blvd Ext
SR 1515 (east of Roseboro)	Roseboro Hwy	E Dr Martin L King Jr Blvd
SR 1515 (west of Roseboro)	Autry Hwy	W Dr Martin L King Jr Blvd
SR 1516	Autry Hwy	Bleacher St
SR 1517	Dunn Rd	Dunn Rd Ext
SR 2007	Autry Hwy	Waco Rd
SR 2006	Autry Hwy	E Williams St
PVT 2006-925	Stage Coach Ln	W Stage Coach Ln

Only those roads listed will be considered at this time.

The Board will also accept written comments until 5:00 p.m. on Monday, April 3, 2023, via email at sshannon@sampsonnc.com or via US Mail to Clerk to the Board, 406 County Complex Road, Building C, Clinton, NC 28328. Written comments submitted by members of the public will be read aloud by the Clerk and provided as part of the meeting minutes.

Questions or comments may be directed to the Office of the Clerk to the Board, 406 County Complex Road, Clinton, NC 28328 (tel: 910/592-6308)

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE OF EMERGENCY SERVICES

For Immediate Release

Date: 03/08/2023

From: Sampson County Emergency Service

Proposal for Re-Naming of Roads and Change of Addresses on Hwy 24

Several years ago, North Carolina Department of Transportation (DOT) started the planning and subsequent construction of rebuilding Highway 24 from the City of Clinton west through Roseboro to the Cumberland County line in Autryville. As a result, some roads have been split in two, some roads remain unnamed, and some addresses do not conform to the County's Ordinance and the National Emergency Numbering Association (NENA) guidelines.

For the past six months, the County's Road Naming Committee and the County Addressing Coordinator have been working diligently to identify each road and address that has been impacted. A summary of changes along with maps and listings, is available for the public to review and is posted on the County's website (www.sampsonnc.com), County's Facebook page, and the County's Emergency Services Facebook page.

The Road Naming Committee has attempted to recommend as few changes as possible to minimize the impact on the residents. However, some roads will have to be re-named, and some houses and buildings will need to be re-numbered. We understand that this may be inconvenient, but the main priority is for emergency responders to locate and reach residents in a timely and efficient manner in the event of an emergency.

Residents who may be impacted by these changes are encouraged to review the provided documents. The documents were created to help residents understand the proposed changes. If you have any questions after reviewing the documents, please contact Sampson County Emergency Services 911 Addressing at 911Addressing@sampsonnc.com or call 910-592-8996.



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

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE OF EMERGENCY SERVICES

The Sampson County Board of Commissioners will hold a public hearing on Monday, April 3, 2023, to hear the renaming recommendations. The meeting will be held at 6:00 pm at 437 Rowan Rd., Clinton, NC, in the County Auditorium of the Sampson County Board of Education.

If the recommendations are approved by the Board of Commissioners, Sampson County Emergency Services encourages those who are impacted to ensure your house or business numbers are updated and clearly visible from the roadway for all emergency responders. Please consider notifying all businesses and delivery services of your new address to allow for proper and timely delivery of mail and packages. Sampson County will notify the respective U.S. Post Offices of the address changes.

For residents who are not impacted by any proposed change, this is a good opportunity to check on your house number to ensure it is visible, not blocked, and the numbers have not faded over time. Clearly visible numbers, both during the day and at night, on the roadway and on the structure, can help save time for first responders to locate you in the event of an emergency.

###



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

SR 1365 - Old NC 24 Hwy

Retain address number, change road name

Maps 1 & 2

<u>Current Address</u>	<u>Proposed Address</u>
3337 Roseboro Hwy	3337 Old NC 24 Hwy
3395 Roseboro Hwy	3395 Old NC 24 Hwy
3411 Roseboro Hwy	3411 Old NC 24 Hwy
3425 Roseboro Hwy	3425 Old NC 24 Hwy
3461 Roseboro Hwy	3461 Old NC 24 Hwy
3475 Roseboro Hwy	3475 Old NC 24 Hwy
3497 Roseboro Hwy	3497 Old NC 24 Hwy
3520 Roseboro Hwy	3520 Old NC 24 Hwy
3525 Roseboro Hwy	3525 Old NC 24 Hwy
3553 Roseboro Hwy	3553 Old NC 24 Hwy
3554 Roseboro Hwy	3554 Old NC 24 Hwy
3581 Roseboro Hwy	3581 Old NC 24 Hwy
3599 Roseboro Hwy	3599 Old NC 24 Hwy
3617 Roseboro Hwy	3617 Old NC 24 Hwy
3620 Roseboro Hwy	3620 Old NC 24 Hwy
3681 Roseboro Hwy	3681 Old NC 24 Hwy
3686 Roseboro Hwy	3686 Old NC 24 Hwy
3705 Roseboro Hwy	3705 Old NC 24 Hwy
3751 Roseboro Hwy	3751 Old NC 24 Hwy
3753 Roseboro Hwy	3753 Old NC 24 Hwy
3755 Roseboro Hwy	3755 Old NC 24 Hwy
3758 Roseboro Hwy	3758 Old NC 24 Hwy
3760 Roseboro Hwy	3760 Old NC 24 Hwy
3762 Roseboro Hwy	3762 Old NC 24 Hwy
3791 Roseboro Hwy	3791 Old NC 24 Hwy
3844 Roseboro Hwy	3844 Old NC 24 Hwy
3891 Roseboro Hwy	3891 Old NC 24 Hwy
3900 Roseboro Hwy	3900 Old NC 24 Hwy
3901 Roseboro Hwy	3901 Old NC 24 Hwy
3923 Roseboro Hwy	3923 Old NC 24 Hwy
3950 Roseboro Hwy	3950 Old NC 24 Hwy
3953 Roseboro Hwy	3953 Old NC 24 Hwy
3960 Roseboro Hwy	3960 Old NC 24 Hwy
3983 Roseboro Hwy	3983 Old NC 24 Hwy
3988 Roseboro Hwy	3988 Old NC 24 Hwy
4000 Roseboro Hwy	4000 Old NC 24 Hwy
4021 Roseboro Hwy	4021 Old NC 24 Hwy
4026 Roseboro Hwy	4026 Old NC 24 Hwy
4029 Roseboro Hwy	4029 Old NC 24 Hwy
4045 Roseboro Hwy	4045 Old NC 24 Hwy
4074 Roseboro Hwy	4074 Old NC 24 Hwy
4120 Roseboro Hwy	4120 Old NC 24 Hwy

SR 1364 - Bend Rd

Retain address numbers, change road name

Maps 3 & 4

<u>Current Address</u>	<u>Proposed Address</u>
7505 Roseboro Hwy	7505 Bend Rd
7509 Roseboro Hwy	7509 Bend Rd
7615 Roseboro Hwy	7615 Bend Rd
7677 Roseboro Hwy	7677 Bend Rd
7697 Roseboro Hwy	7697 Bend Rd
7720 Roseboro Hwy	7720 Bend Rd
7730 Roseboro Hwy	7730 Bend Rd
7744 Roseboro Hwy	7744 Bend Rd
7745 Roseboro Hwy	7745 Bend Rd
7756 Roseboro Hwy	7756 Bend Rd
7766 Roseboro Hwy	7766 Bend Rd
7771 Roseboro Hwy	7771 Bend Rd
7781 Roseboro Hwy	7781 Bend Rd
7785 Roseboro Hwy	7785 Bend Rd
7786 Roseboro Hwy	7786 Bend Rd
7800 Roseboro Hwy	7800 Bend Rd
7801 Roseboro Hwy	7801 Bend Rd
7825 Roseboro Hwy	7825 Bend Rd
7868 Roseboro Hwy	7868 Bend Rd
7879 Roseboro Hwy	7879 Bend Rd
7900 Roseboro Hwy	7900 Bend Rd
7930 Roseboro Hwy	7930 Bend Rd
7948 Roseboro Hwy	7948 Bend Rd
7955 Roseboro Hwy	7955 Bend Rd
7965 Roseboro Hwy	7965 Bend Rd
7980 Roseboro Hwy	7980 Bend Rd
7983 Roseboro Hwy	7983 Bend Rd

SR 1363 - E Dr MLK Jr Blvd Ext
Address number and road name change
Maps 5 & 6

Current Address
10171 Roseboro Hwy

Proposed Address
22 E Dr MLK Jr Blvd Ext

SR 1515 - E of Roseboro

Address number and road name change

Maps 5 & 7

Previous Address

10424 Roseboro Hwy
10463 Roseboro Hwy
10501 Roseboro Hwy
10520 Roseboro Hwy
10525 Roseboro Hwy
10551 Roseboro Hwy
10628 Roseboro Hwy
10696 Roseboro Hwy

Proposed Address

983 E Dr Martin L King Jr Blvd
944 E Dr Martin L King Jr Blvd
904 E Dr Martin L King Jr Blvd
889 E Dr Martin L King Jr Blvd
882 E Dr Martin L King Jr Blvd
856 E Dr Martin L King Jr Blvd
703 E Dr Martin L King Jr Blvd
609 E Dr Martin L King Jr Blvd

SR 1515 - W of Roseboro

Retain address number, change road name

Maps 8 & 9

Current Address

976 Autry Hwy
994 Autry Hwy
1012 Autry Hwy
1023 Autry Hwy
1123 Autry Hwy
1144 Autry Hwy
1181 Autry Hwy
1212 Autry Hwy
1228 Autry Hwy
1240 Autry Hwy
1255 Autry Hwy
1290 Autry Hwy
1335 Autry Hwy
1360 Autry Hwy
1381 Autry Hwy
1551 Autry Hwy
1581 Autry Hwy
1601 Autry Hwy
1621 Autry Hwy
1651 Autry Hwy
1691 Autry Hwy
1765 Autry Hwy
1795 Autry Hwy

Proposed Address

976 W Dr Martin L King Jr Blvd
994 W Dr Martin L King Jr Blvd
1012 W Dr Martin L King Jr Blvd
1023 W Dr Martin L King Jr Blvd
1123 W Dr Martin L King Jr Blvd
1144 W Dr Martin L King Jr Blvd
1181 W Dr Martin L King Jr Blvd
1212 W Dr Martin L King Jr Blvd
1228 W Dr Martin L King Jr Blvd
1240 W Dr Martin L King Jr Blvd
1255 W Dr Martin L King Jr Blvd
1290 W Dr Martin L King Jr Blvd
1335 W Dr Martin L King Jr Blvd
1360 W Dr Martin L King Jr Blvd
1381 W Dr Martin L King Jr Blvd
1551 W Dr Martin L King Jr Blvd
1581 W Dr Martin L King Jr Blvd
1601 W Dr Martin L King Jr Blvd
1621 W Dr Martin L King Jr Blvd
1651 W Dr Martin L King Jr Blvd
1691 W Dr Martin L King Jr Blvd
1765 W Dr Martin L King Jr Blvd
1795 W Dr Martin L King Jr Blvd

SR 1516 - Bleacher St

Address number and road name change

Maps 8 & 10

Current Address

1935 Autry Hwy

1939 Autry Hwy

Proposed Address

91 Bleacher St

95 Bleacher St

SR 1517 - Dunn Rd Ext

Address number and road name change

Maps 11 & 12

Current Address

86 Dunn Rd

118 Dunn Rd

Proposed Address

111 Dunn Rd Ext

77 Dunn Rd Ext

SR 2006 - E Williams St

Address number and road name change

Maps 15 & 16

Current Address

7157 Autry Hwy
7159 Autry Hwy
7188 Autry Hwy
7222 Autry Hwy
7251 Autry Hwy
7252 Autry Hwy
7263 Autry Hwy
7283 Autry Hwy
7340 Autry Hwy
7355 Autry Hwy*
7375 Autry Hwy*
7445 Autry Hwy
7460 Autry Hwy
7560 Autry Hwy

Proposed Address

1036 E Williams St
1038 E Williams St
1015 E Williams St
987 E Williams St
952 E Williams St
953 E Williams St
934 E Williams St
916 E Williams St
869 E Williams St
844 E Williams St
824 E Williams St
756 E Williams St
745 E Williams St
619 E Williams St

*Annexed by Town of Autryville. Proposed changes would be completed by the Town of Autryville.

PVT 2006-1031 E Stage Coach Ln

Retain address numbers, change road name

Maps 15 & 17

Current Address

65 Stage Coach Ln*

67 Stage Coach Ln*

91 Stage Coach Ln*

Proposed Address

65 E Stage Coach Ln

67 E Stage Coach Ln

91 E Stage Coach Ln

*Annexed by Town of Autryville. Proposed changes would be completed by the Town of Autryville.

PVT 2006-925 W Stage Coach Ln
Address number and road name change
Maps 15 & 17

Current Address

264 Stage Coach Ln
284 Stage Coach Ln
288 Stage Coach Ln
349 Stage Coach Ln
351 Stage Coach Ln

Proposed Address

153 W Stage Coach Ln
127 W Stage Coach Ln
131 W Stage Coach Ln
62 W Stage Coach Ln
60 W Stage Coach Ln

NC 24 - Autry Hwy

Address changes resulting from different driveways

Current Address

2519 Autry Hwy
4771 Autry Hwy
4980 Autry Hwy
5743 Autry Hwy

Proposed Address

2903 Microwave Tower Rd
39 Horseshoe Rd
40 Jake Ln
46 Aunt Janie Ln

Roseboro Hwy

Address changes due to different driveway

Current Address

2344 Roseboro Hwy
5656 Roseboro Hwy
8193 Roseboro Hwy
8265 Roseboro Hwy

Proposed Address

2406 Roseboro Hwy
37 Bennett Ln
188 Underwood St
230 Underwood St

NC 24 - ROSEBORO HWY

Address changes, retain road name

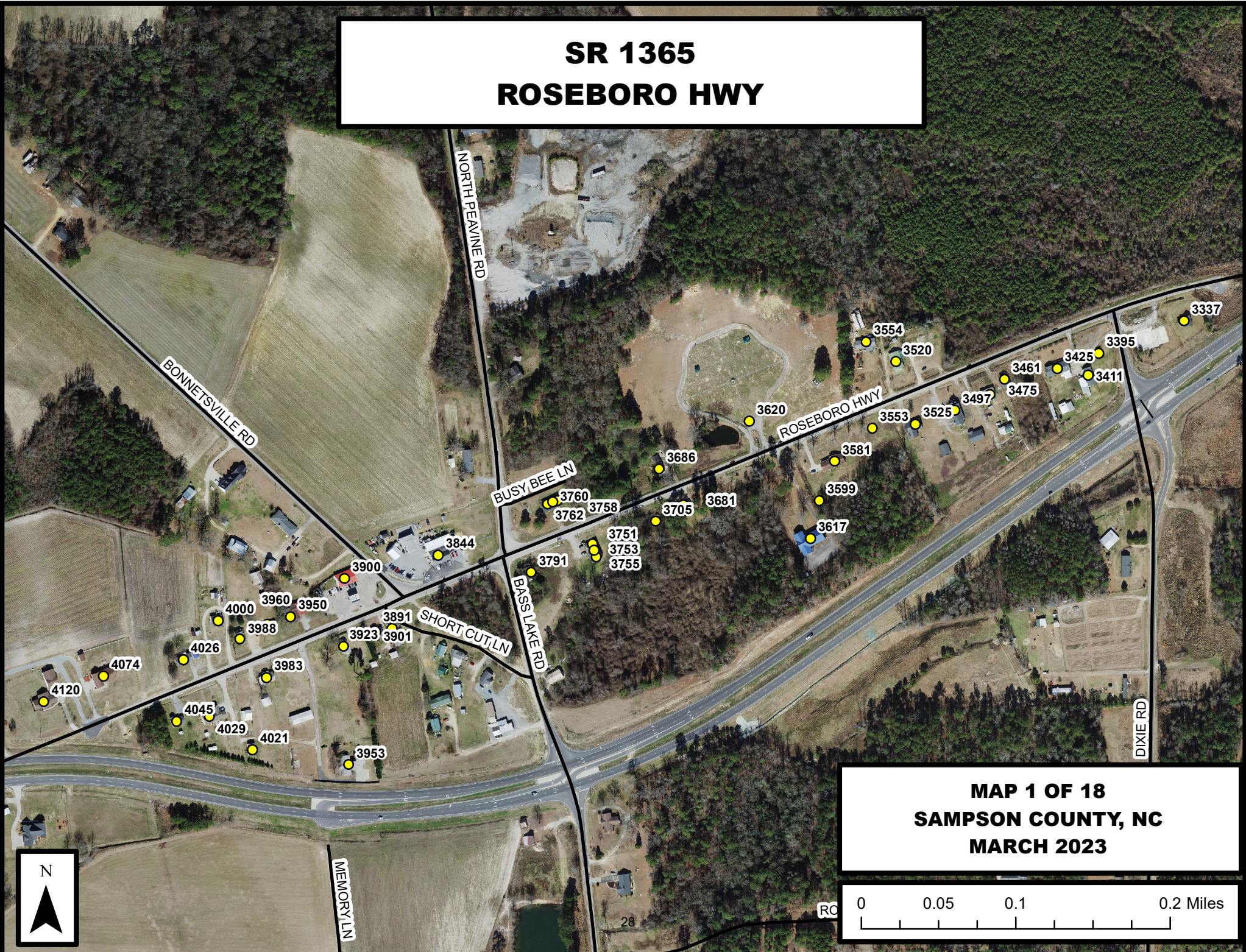
Revised March 23, 2023

<u>Current Address</u>	<u>Proposed Address</u>
4168 Roseboro Hwy	4198 Roseboro Hwy
4177 Roseboro Hwy	4205 Roseboro Hwy
4199 Roseboro Hwy	4183 Roseboro Hwy
4200 Roseboro Hwy	4252 Roseboro Hwy
4217 Roseboro Hwy	4255 Roseboro Hwy
4239 Roseboro Hwy	4331 Roseboro Hwy
4245 Roseboro Hwy	4283 Roseboro Hwy
4400 Roseboro Hwy	4454 Roseboro Hwy
4461 Roseboro Hwy	4505 Roseboro Hwy
4670 Roseboro Hwy	4722 Roseboro Hwy
4690 Roseboro Hwy	4746 Roseboro Hwy
4740 Roseboro Hwy	4798 Roseboro Hwy
4778 Roseboro Hwy	4828 Roseboro Hwy
4780 Roseboro Hwy	4830 Roseboro Hwy
4956 Roseboro Hwy	5006 Roseboro Hwy
5130 Roseboro Hwy	5180 Roseboro Hwy
5276 Roseboro Hwy	5330 Roseboro Hwy
5300 Roseboro Hwy	5354 Roseboro Hwy
5381 Roseboro Hwy	5437 Roseboro Hwy
5412 Roseboro Hwy	5468 Roseboro Hwy
5414 Roseboro Hwy	5470 Roseboro Hwy
5436 Roseboro Hwy	5492 Roseboro Hwy
5590 Roseboro Hwy	5644 Roseboro Hwy
5636 Roseboro Hwy	5696 Roseboro Hwy
5682 Roseboro Hwy	5742 Roseboro Hwy
5700 Roseboro Hwy	5756 Roseboro Hwy
5704 Roseboro Hwy	5760 Roseboro Hwy
5710 Roseboro Hwy	5766 Roseboro Hwy
5795 Roseboro Hwy	5835 Roseboro Hwy
5814 Roseboro Hwy	5876 Roseboro Hwy
5859 Roseboro Hwy	5909 Roseboro Hwy
5860 Roseboro Hwy	5914 Roseboro Hwy
5870 Roseboro Hwy	5930 Roseboro Hwy
5874 Roseboro Hwy	5934 Roseboro Hwy
5884 Roseboro Hwy	5944 Roseboro Hwy
5900 Roseboro Hwy	5960 Roseboro Hwy
5950 Roseboro Hwy	6010 Roseboro Hwy
6086 Roseboro Hwy	6146 Roseboro Hwy
6332 Roseboro Hwy	6392 Roseboro Hwy
6373 Roseboro Hwy	6475 Roseboro Hwy
6381 Roseboro Hwy	6433 Roseboro Hwy
6400 Roseboro Hwy	6466 Roseboro Hwy

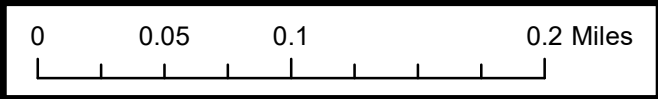
6782 Roseboro Hwy
6812 Roseboro Hwy
6840 Roseboro Hwy
6853 Roseboro Hwy
6860 Roseboro Hwy
6900 Roseboro Hwy
6945 Roseboro Hwy
6969 Roseboro Hwy
7039 Roseboro Hwy
7088 Roseboro Hwy
7110 Roseboro Hwy
7434 Roseboro Hwy
8333 Roseboro Hwy
8357 Roseboro Hwy
8371 Roseboro Hwy
8402 Roseboro Hwy
8489 Roseboro Hwy
8500 Roseboro Hwy
8527 Roseboro Hwy
8528 Roseboro Hwy
8550 Roseboro Hwy
8582 Roseboro Hwy
8630 Roseboro Hwy
8655 Roseboro Hwy
8681 Roseboro Hwy
8721 Roseboro Hwy
8740 Roseboro Hwy
8765 Roseboro Hwy
8780 Roseboro Hwy
8791 Roseboro Hwy
8801 Roseboro Hwy
8821 Roseboro Hwy
8875 Roseboro Hwy
8901 Roseboro Hwy
8955 Roseboro Hwy
8967 Roseboro Hwy
8969 Roseboro Hwy
9019 Roseboro Hwy
9021 Roseboro Hwy
9049 Roseboro Hwy
9117 Roseboro Hwy
9294 Roseboro Hwy
9336 Roseboro Hwy
9370 Roseboro Hwy
9960 Roseboro Hwy
9974 Roseboro Hwy

6852 Roseboro Hwy
6884 Roseboro Hwy
6912 Roseboro Hwy
6907 Roseboro Hwy
6930 Roseboro Hwy
6966 Roseboro Hwy
7037 Roseboro Hwy
7029 Roseboro Hwy
7077 Roseboro Hwy
7154 Roseboro Hwy
7178 Roseboro Hwy
7504 Roseboro Hwy
8403 Roseboro Hwy
8429 Roseboro Hwy
8443 Roseboro Hwy
8482 Roseboro Hwy
8561 Roseboro Hwy
8578 Roseboro Hwy
8599 Roseboro Hwy
8604 Roseboro Hwy
8626 Roseboro Hwy
8652 Roseboro Hwy
8698 Roseboro Hwy
8730 Roseboro Hwy
8755 Roseboro Hwy
8797 Roseboro Hwy
8824 Roseboro Hwy
8839 Roseboro Hwy
8854 Roseboro Hwy
8865 Roseboro Hwy
8873 Roseboro Hwy
8905 Roseboro Hwy
8949 Roseboro Hwy
8975 Roseboro Hwy
9031 Roseboro Hwy
9045 Roseboro Hwy
9047 Roseboro Hwy
9093 Roseboro Hwy
9095 Roseboro Hwy
9123 Roseboro Hwy
9203 Roseboro Hwy
9378 Roseboro Hwy
9420 Roseboro Hwy
9454 Roseboro Hwy
10050 Roseboro Hwy
10064 Roseboro Hwy

SR 1365 ROSEBORO HWY



MAP 1 OF 18
SAMPSON COUNTY, NC
MARCH 2023



SR 1364 ROSEBORO HWY

MARION-AMOS RD

HAROLD RD

ROSEBORO HWY

KEITH RD

OATES RD

JC RD

7980

7948

7930

7900

7868

7983

7965

7955

7879

7825

7801

7781

7785

7800

7786

7766

7756

7744

7730

7720

7771

7745

7677

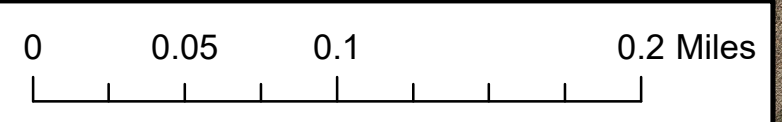
7697

7615

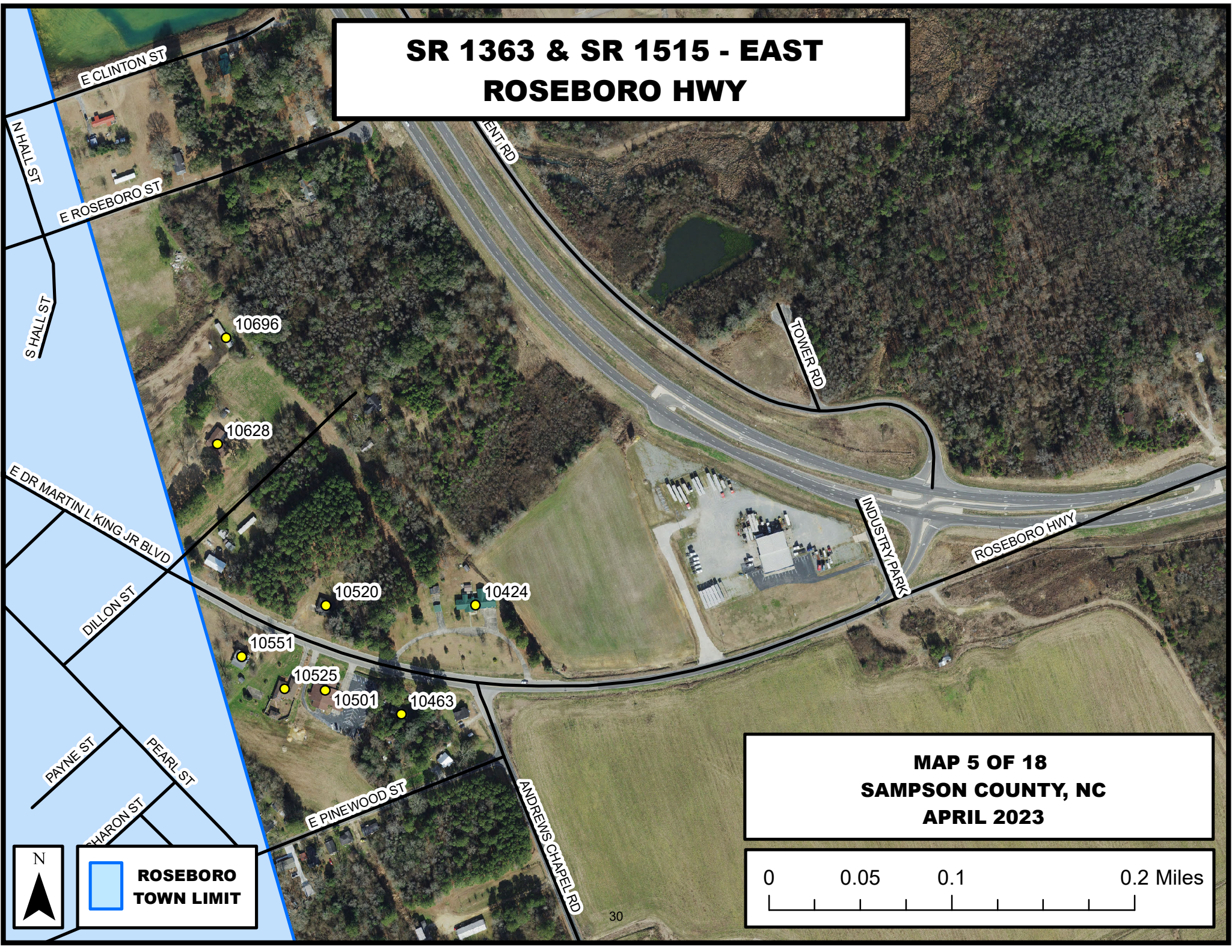
7505

7509

MAP 3 OF 18
SAMPSON COUNTY, NC
APRIL 2023

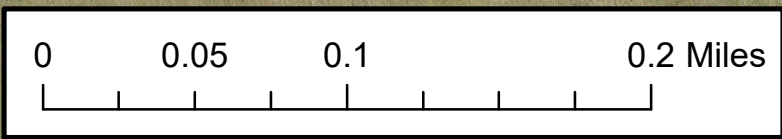


SR 1363 & SR 1515 - EAST ROSEBORO HWY

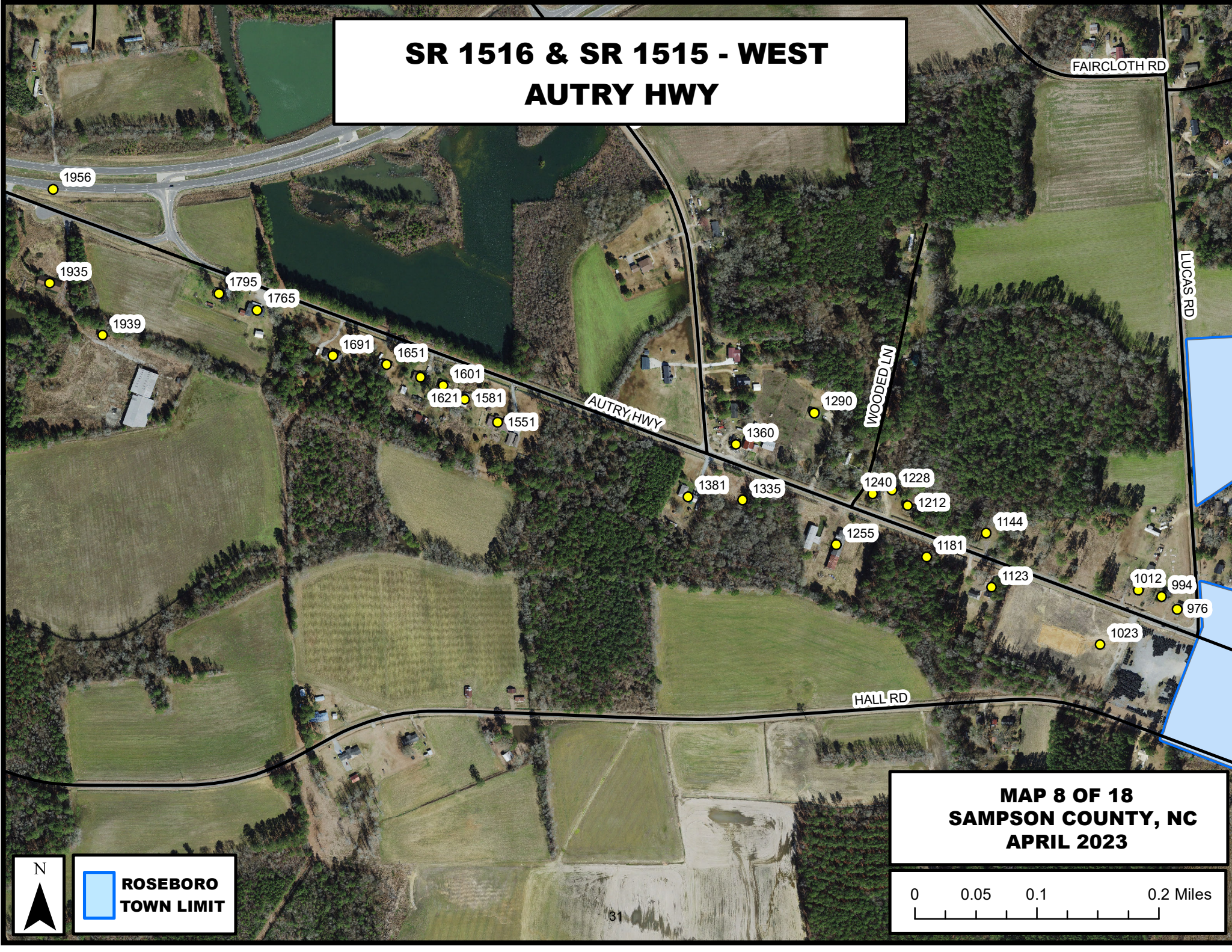


 **ROSEBORO
TOWN LIMIT**

**MAP 5 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



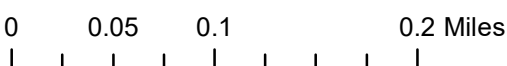
SR 1516 & SR 1515 - WEST AUTRY HWY



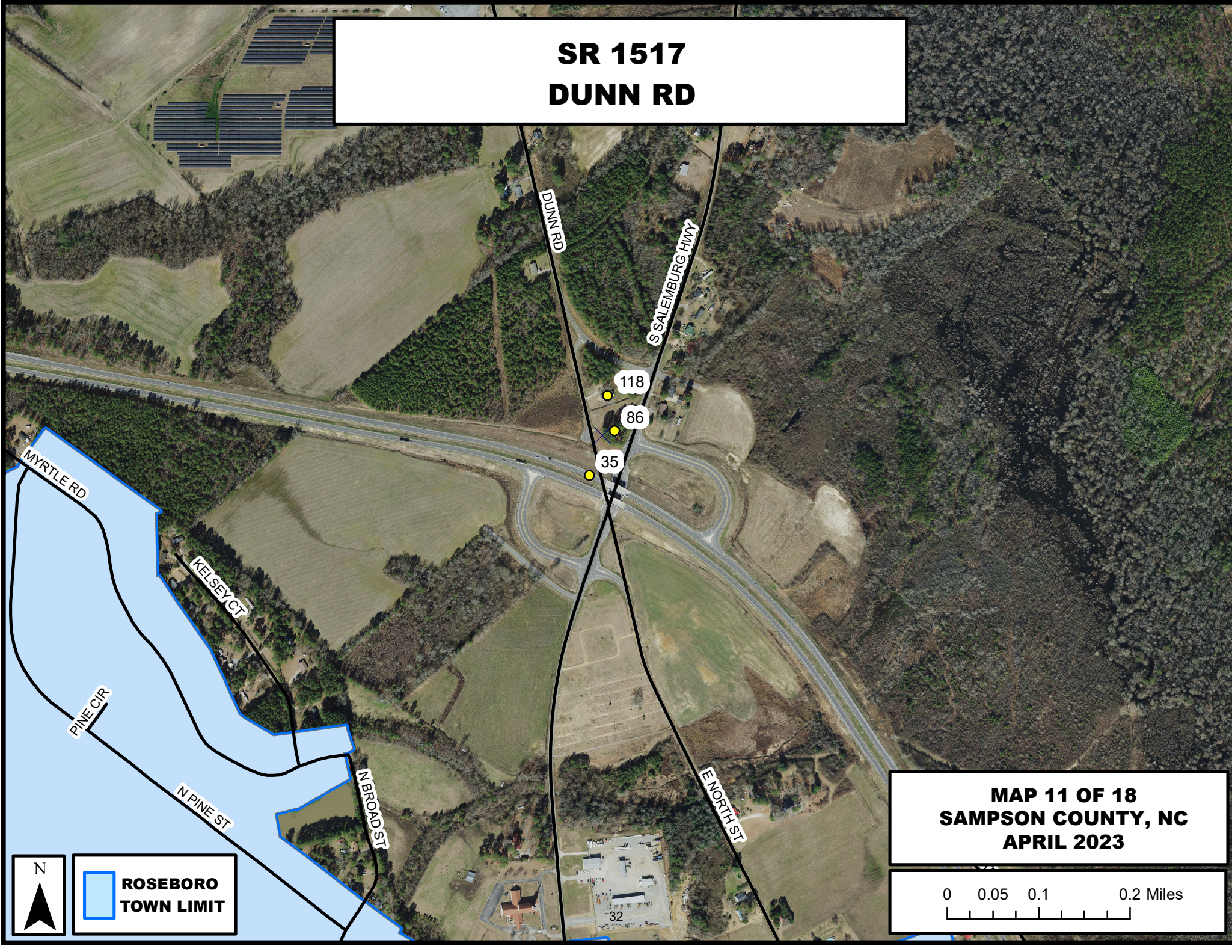
 ROSEBORO
TOWN LIMIT

**MAP 8 OF 18
SAMPSON COUNTY, NC
APRIL 2023**

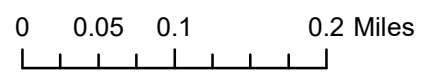
0 0.05 0.1 0.2 Miles



**SR 1517
DUNN RD**



**MAP 11 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



N

**ROSEBORO
TOWN LIMIT**

**SR 2007
AUTRY HWY**

STAGE COACH LN

LEAVY FAIRCLOTH RD

AUTRY HWY

PRAIRIE LN


HORSESHOE RD

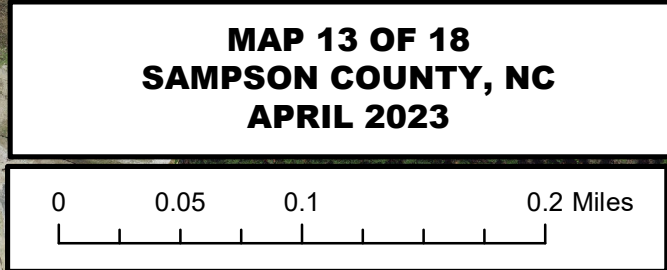
PONY CART LN

TOM BUTLER LN

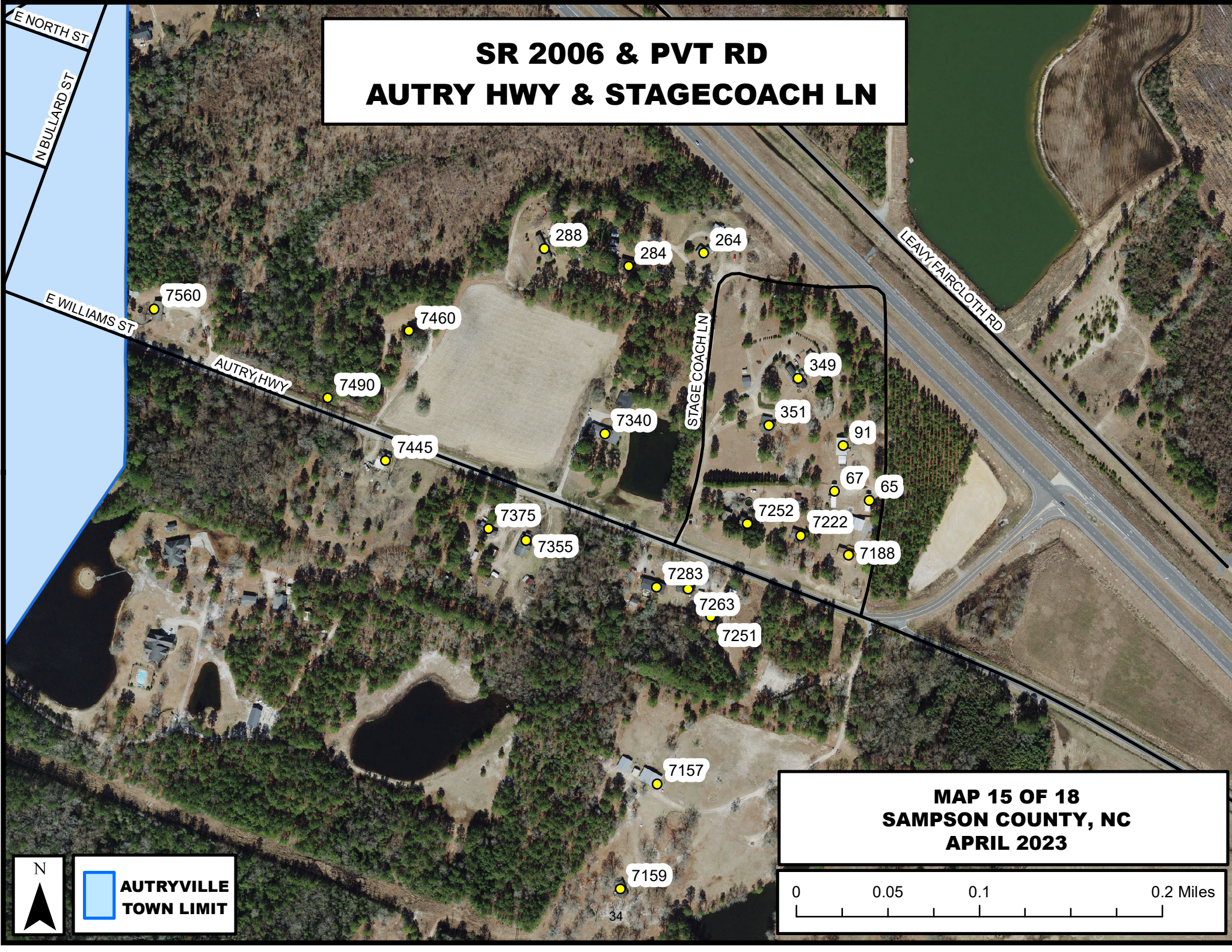
**MAP 13 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



 **AUTRYVILLE
TOWN LIMIT**



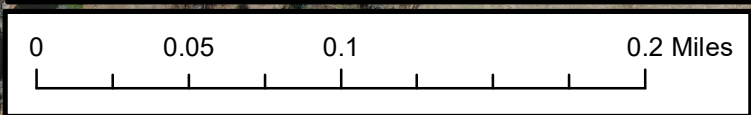
SR 2006 & PVT RD AUTRY HWY & STAGECOACH LN



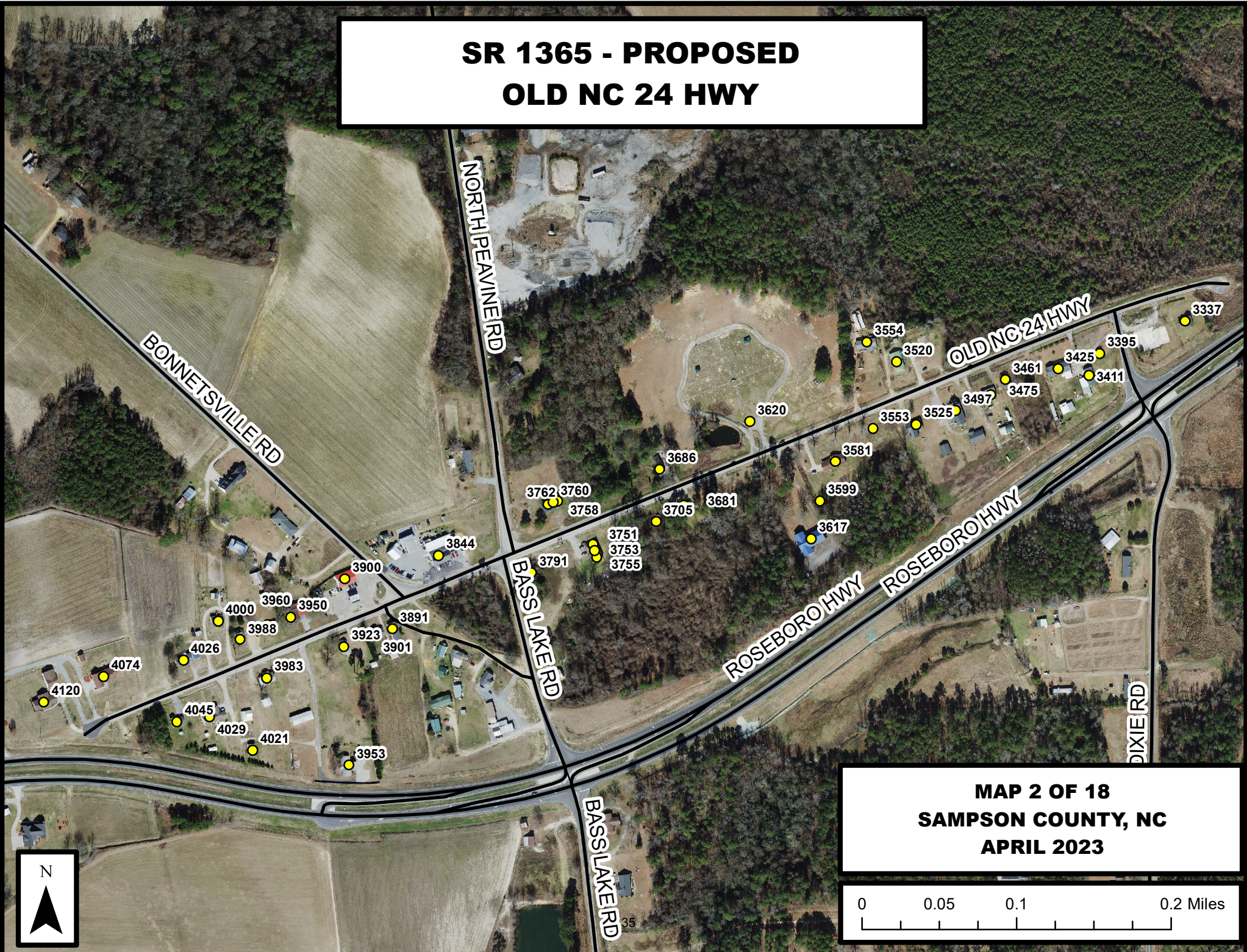
MAP 15 OF 18
SAMPSON COUNTY, NC
APRIL 2023

N

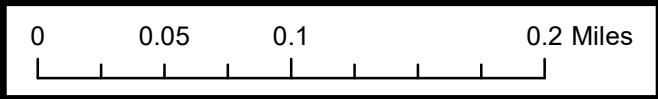
AUTRYVILLE
TOWN LIMIT



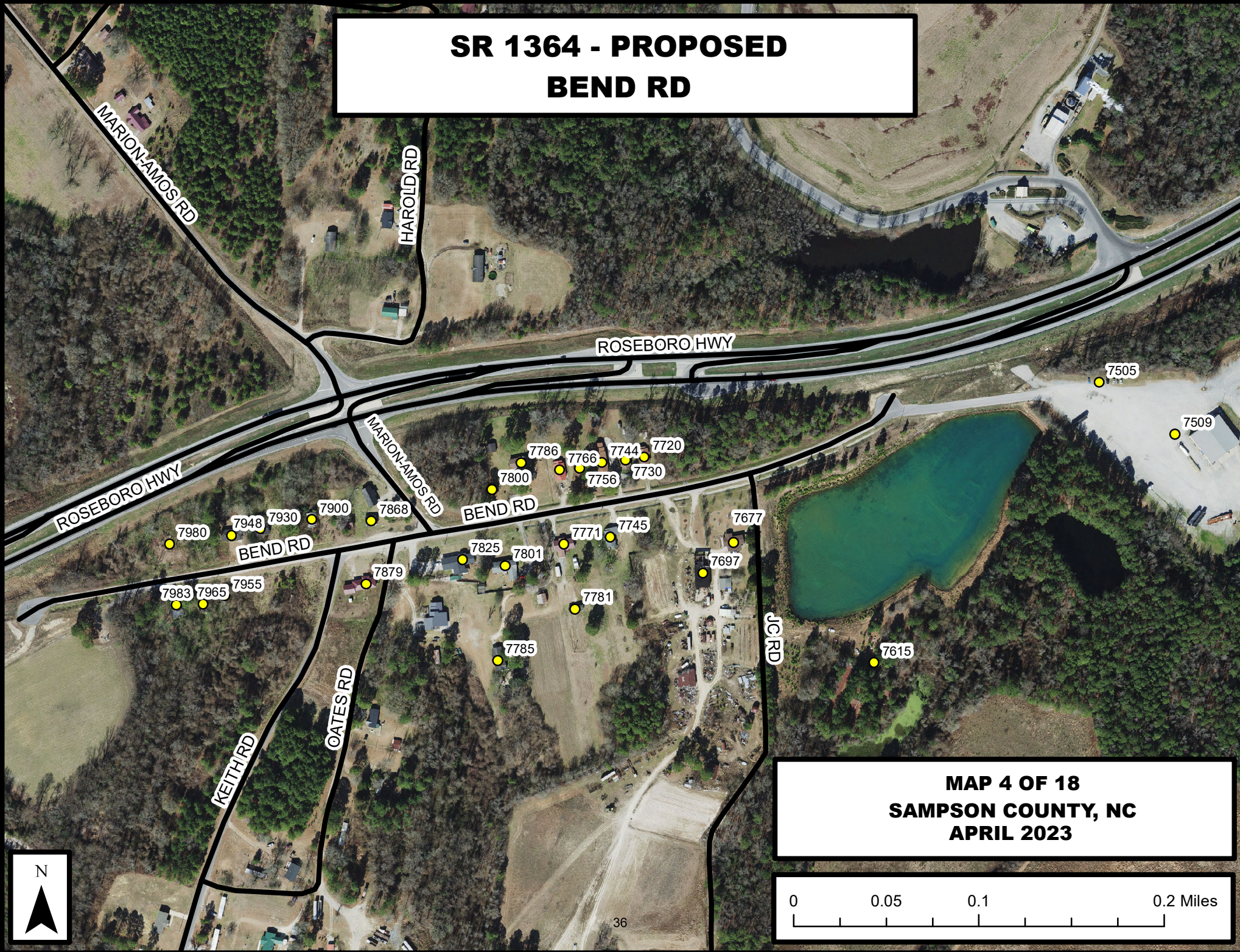
SR 1365 - PROPOSED OLD NC 24 HWY



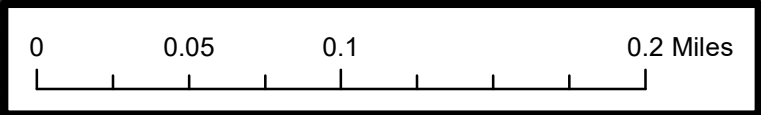
**MAP 2 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



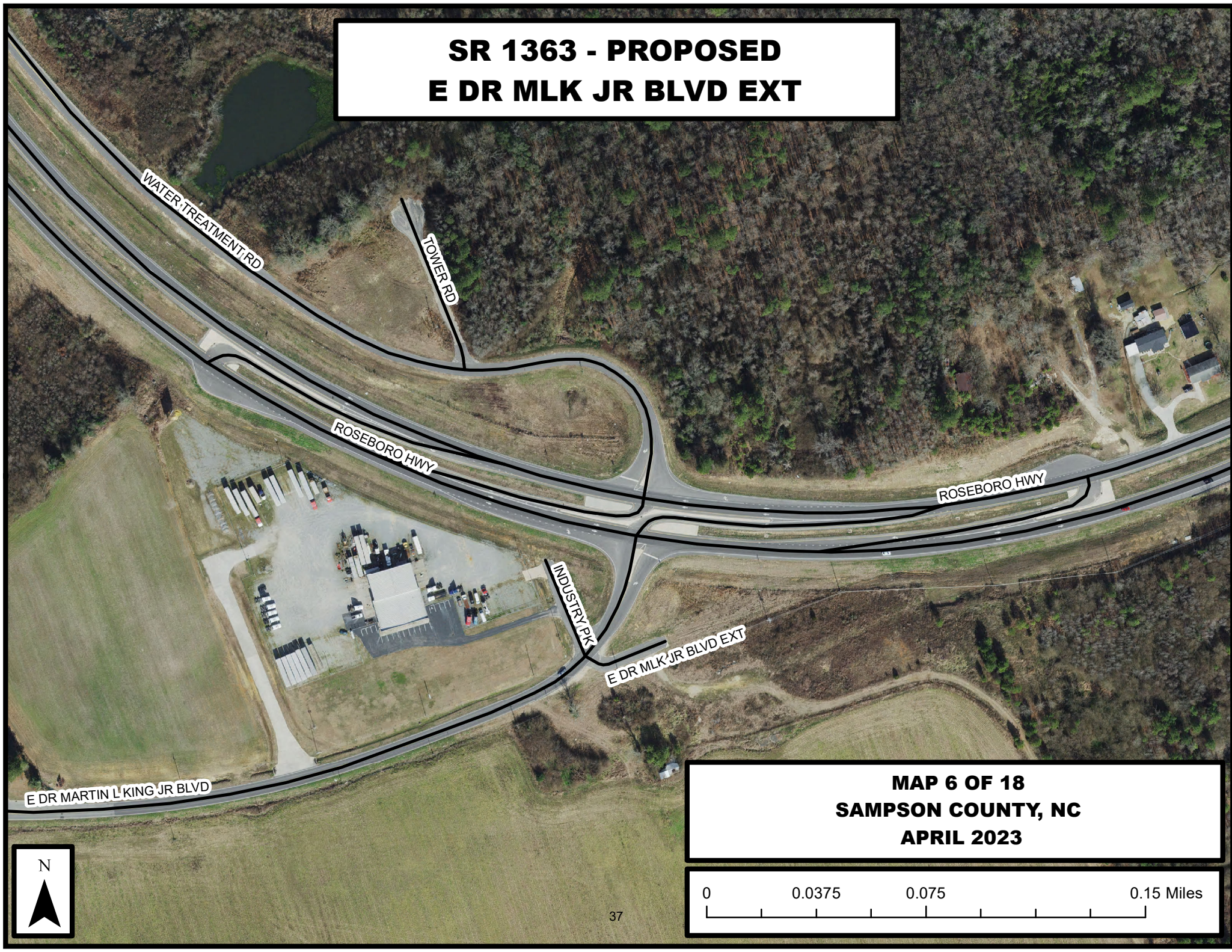
SR 1364 - PROPOSED BEND RD



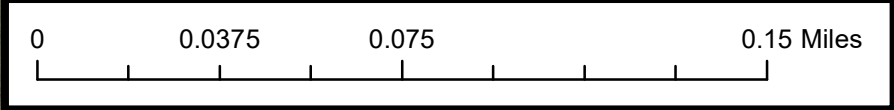
**MAP 4 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



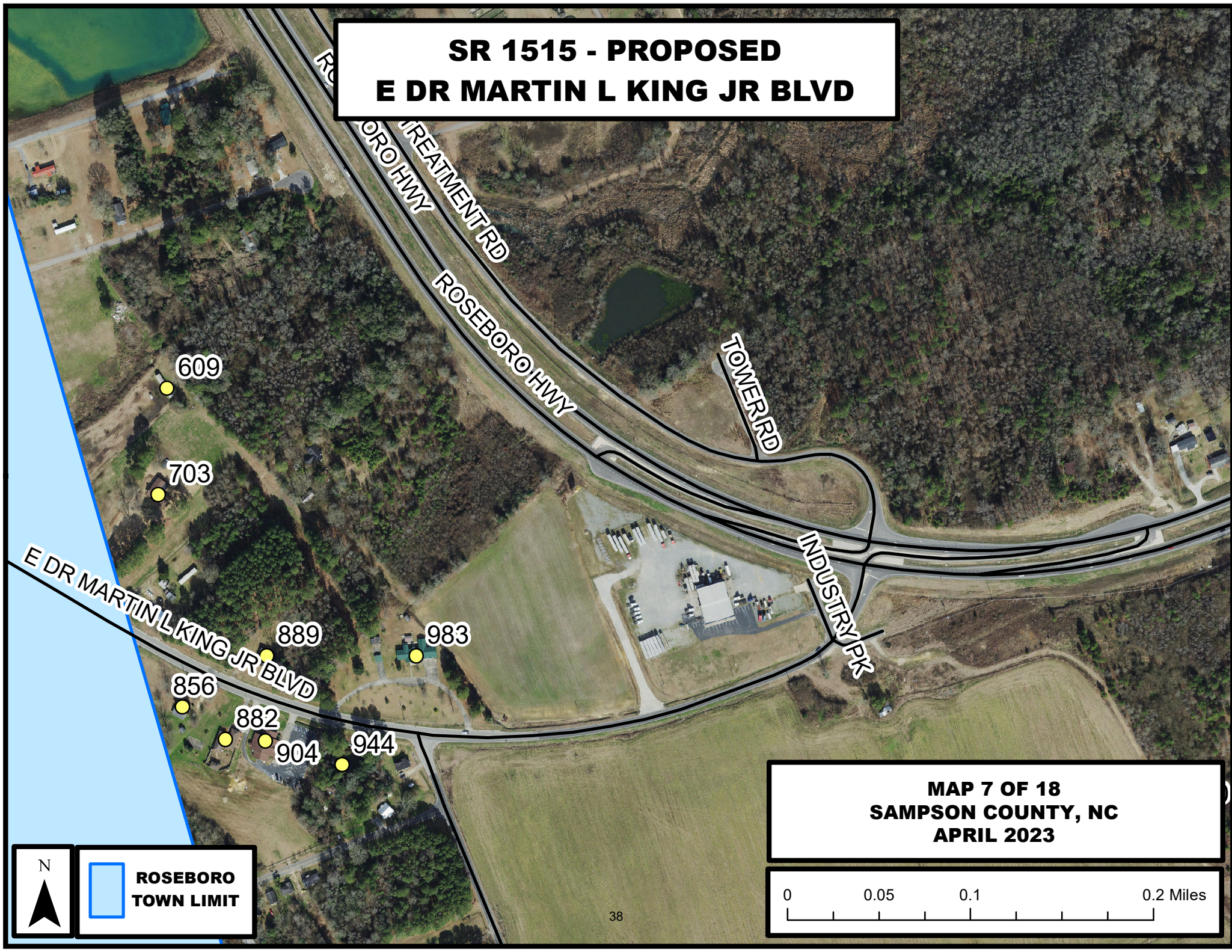
**SR 1363 - PROPOSED
E DR MLK JR BLVD EXT**



**MAP 6 OF 18
SAMPSON COUNTY, NC
APRIL 2023**

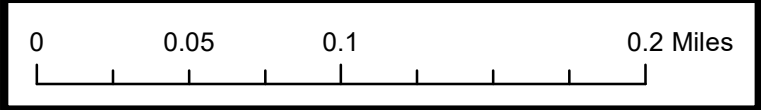


**SR 1515 - PROPOSED
E DR MARTIN L KING JR BLVD**



**ROSEBORO
TOWN LIMIT**

**MAP 7 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



**SR 1515 W - PROPOSED
W DR MARTIN L KING JR BLVD**

ARCLOTH RD

ROSEBORO HWY

BRICKMILL RD

W DR MARTIN L KING JR BLVD

1795

1765

1691

1651

1601

1621

1581

1551

1360

1290

1381

1240

1228

1212

1335

1144

1255

1181

1123

1012

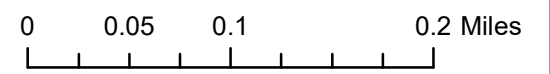
994

1023

976



**MAP 9 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



**SR 1516 - PROPOSED
BLEACHER ST**

AUTRY HWY

AUTRY HWY

ROSEBORO HWY

ROSEBORO HWY

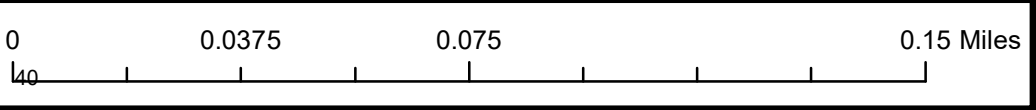
BLEACHER ST

W DR MARTIN L KING JR BLVD

91

95

**MAP 10 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



**SR 1517 - PROPOSED
DUNN RD EXT**

DUNN RD

Dunn Rd EXT

77

11

S SALEMBOURG HWY

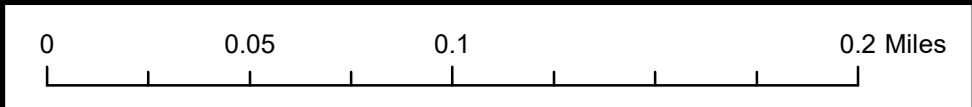
Westbound RAMP

ROSEBORO HWY

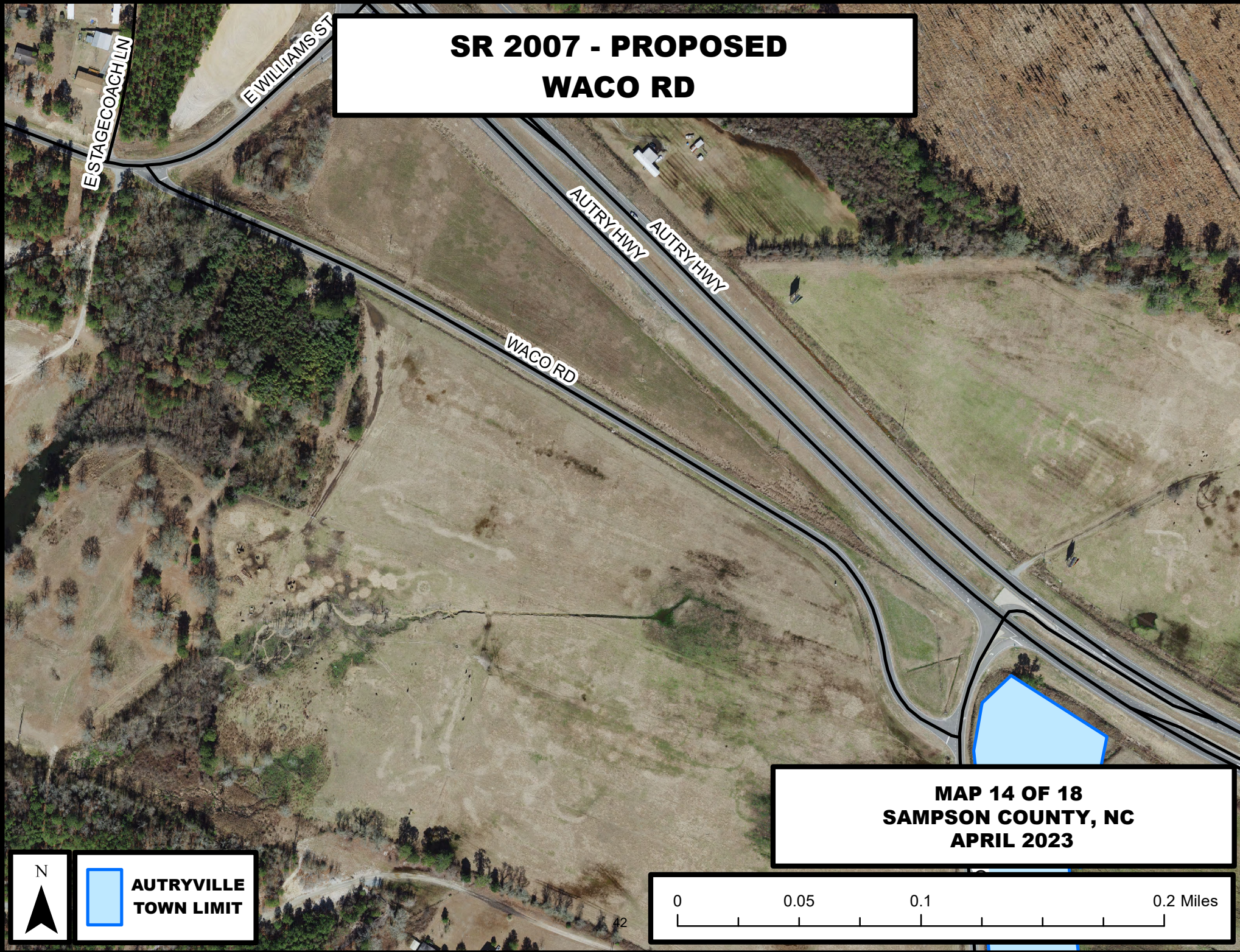
ROSEBORO HWY

Eastbound RAMP

**MAP 12 OF 28
SAMPSON COUNTY, NC
APRIL 2023**



**SR 2007 - PROPOSED
WACO RD**



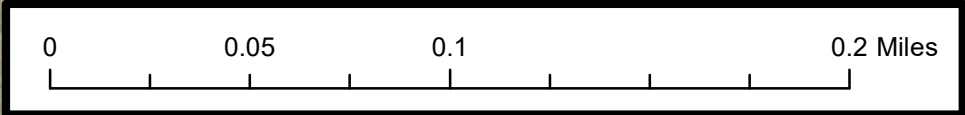
**MAP 14 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



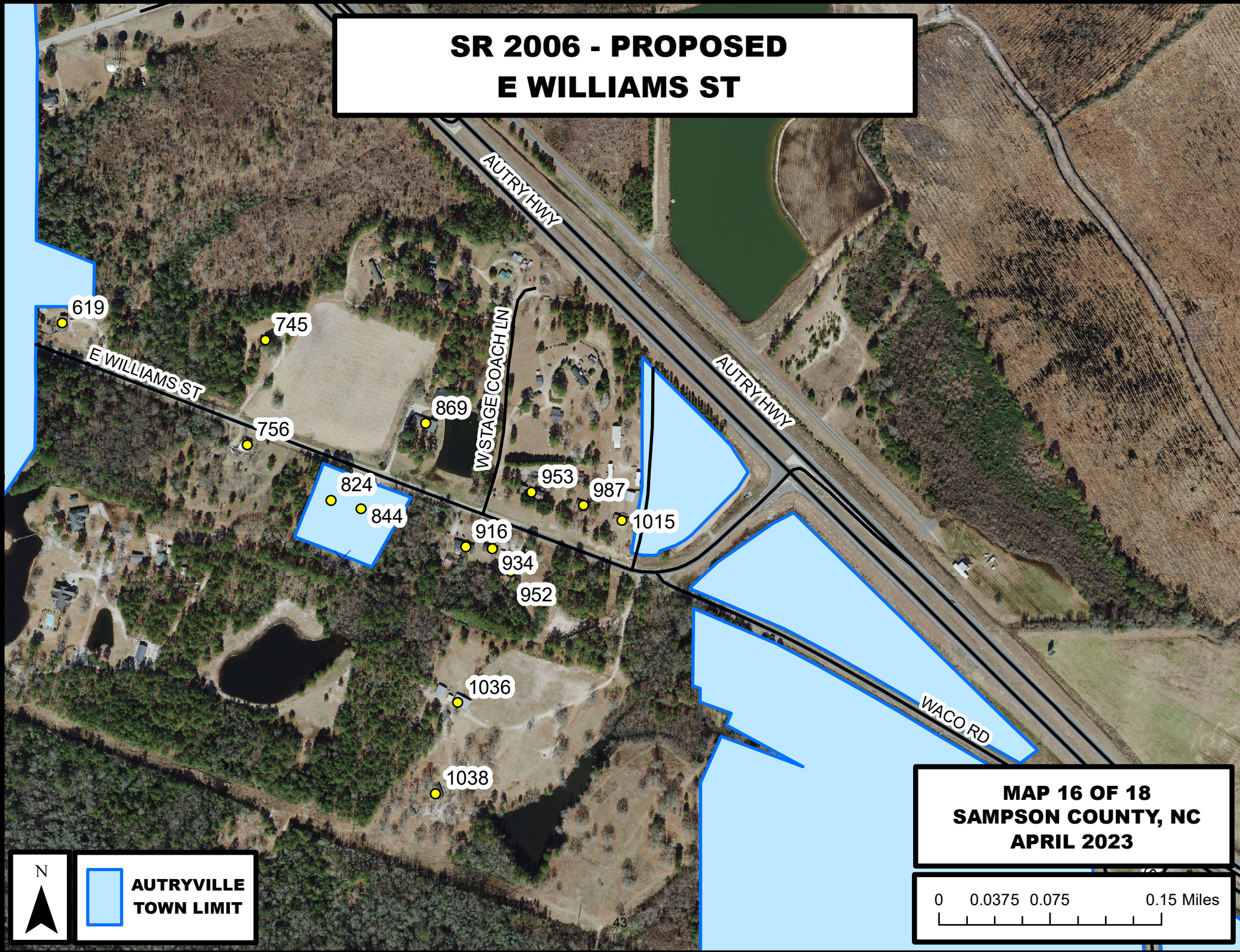
N



**AUTRYVILLE
TOWN LIMIT**



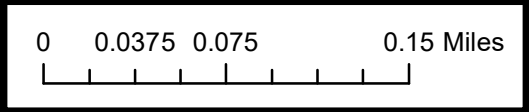
SR 2006 - PROPOSED E WILLIAMS ST



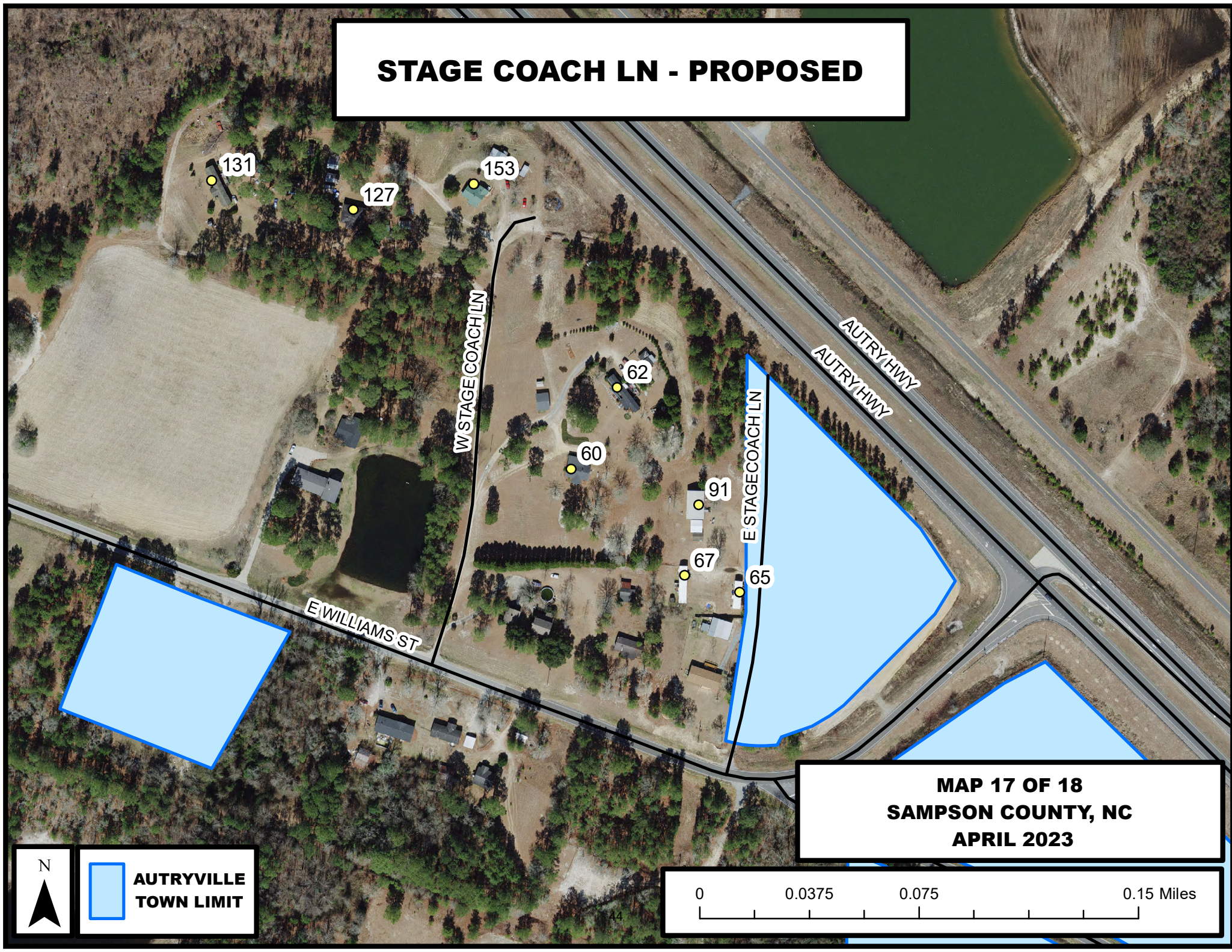
**MAP 16 OF 18
SAMPSON COUNTY, NC
APRIL 2023**

N

**AUTRYVILLE
TOWN LIMIT**



STAGE COACH LN - PROPOSED



E WILLIAMS ST

W STAGE COACH LN

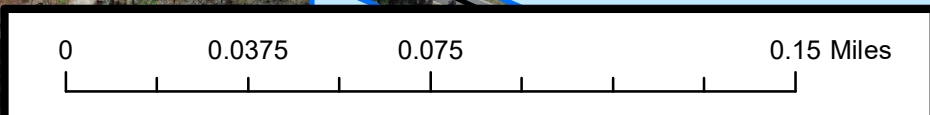
E STAGE COACH LN

AUTRY HWY

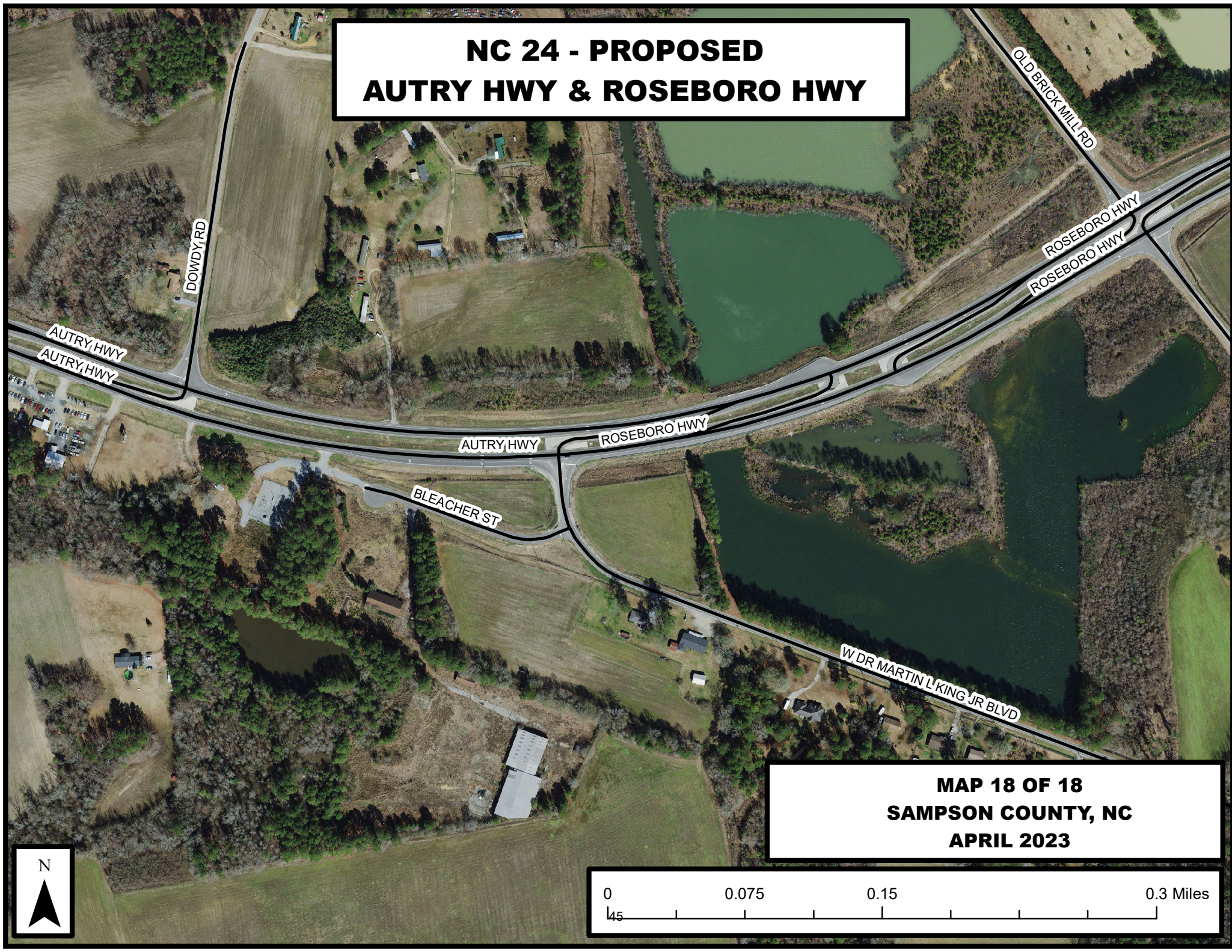
MAP 17 OF 18
SAMPSON COUNTY, NC
APRIL 2023



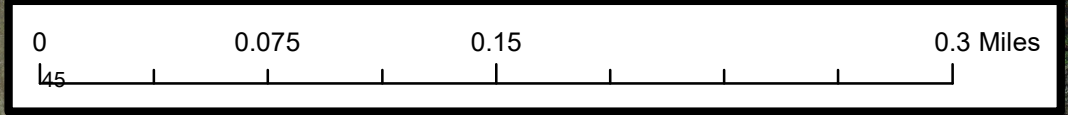
 **AUTRYVILLE
TOWN LIMIT**



**NC 24 - PROPOSED
AUTRY HWY & ROSEBORO HWY**



**MAP 18 OF 18
SAMPSON COUNTY, NC
APRIL 2023**



Proposed NC 24 Highway Construction Changes

<u>Route #</u>	<u>Previous Name</u>	<u>Proposed Name</u>
----------------	----------------------	----------------------

SR 1365	Roseboro Hwy	Old NC 24 Hwy
----------------	---------------------	----------------------

SR 1365 is a section of road previously named Roseboro Hwy near Bonnetsville. The section was bypassed by the new route of Hwy 24 and dead ends on both sides. It can be accessed by North Peavine Rd, Bass Lake Rd, and Bonnetsville Rd. Those previously addressed between 3337 and 4120 Roseboro Hwy would retain their address numbers, and the road name would be changed to Old NC 24 Hwy. *(maps 1 & 2)*

SR 1364	Roseboro Hwy	Bend Rd
----------------	---------------------	----------------

SR 1364 is a section of road previously named Roseboro Hwy near the old entrance to the Sampson County Landfill. The section was bypassed by the new route of Hwy 24 and dead ends on both sides. It can be accessed by Marion-Amos Rd. Those previously addressed between 7505 and 7983 Roseboro Hwy would retain their address numbers, and the road name would be changed to Bend Rd. *(maps 3 & 4)*

SR 1363	Roseboro Hwy	E Dr MLK Jr Blvd Ext
----------------	---------------------	-----------------------------

SR 1363 is a section of road previously named Roseboro Hwy. It is a small section segmented from the original route, and it intersects SR 1515 (currently Roseboro Hwy) across from Industry Pk. It is a dead end road. Those previously addressed at 10171 Roseboro Hwy would be assigned a new address number, and the road name would be changed to E Dr MLK Jr Blvd Ext. *(map 5 & 6)*

SR 1515 – East of Roseboro	Roseboro Hwy	E Dr Martin L King Jr Blvd
-----------------------------------	---------------------	-----------------------------------

SR 1515 is a section of road previously named Roseboro Hwy from E Dr Martin L King Jr Blvd (Roseboro Town Limit) to its intersection with the new route of Hwy 24 (just North of Industry Pk). Those previously addressed between 10424 and 10696 Roseboro Hwy would be assigned new address numbers, and the road name would be changed to E Dr Martin L King Jr Blvd. *(see attached chart for address changes, maps 5 & 7)*

SR 1515 – West of Roseboro	Autry Hwy	W Dr Martin L King Jr Blvd
-----------------------------------	------------------	-----------------------------------

SR 1515 is a section of road previously named Autry Hwy from W Dr Martin L King Jr Blvd (Roseboro Town Limit) to its intersection with the new route of Hwy 24. Those previously addressed between 976 and 1795 Autry Hwy would be assigned new address numbers, and the road name would be changed to W Dr Martin L King Jr Blvd. *(see attached chart for address changes, maps 8 & 9)*

SR 1516**Autry Hwy****Bleacher St**

SR 1516 is a section of road previously named Autry Hwy. It is a small section segmented from SR 1515 (currently Autry Hwy) to a dead end. Those previously addressed between 1935 and 1939 Autry Hwy would be assigned a new address number, and the road name would be Bleacher St. *(see attached chart for address changes, maps 8 & 10)*

SR 1517**Dunn Rd****Dunn Rd Ext**

SR 1517 is a section of road previously named Dunn Rd. It is a small section segmented from SR 1002 (Dunn Rd) to a dead end. Those previously addressed between 86 and 118 Dunn Rd would retain their address numbers, and the road name would be changed to Dunn Rd Ext. *(see attached chart for address changes, maps 11 & 12)*

SR 2007**Autry Hwy****Waco Rd**

SR 2007 is a section of road previously named Autry Hwy near Autryville. It runs from Horseshoe Rd to SR 2006 (currently Autry Hwy). There are currently no addresses on the road, and the road name would be changed to Waco Rd. *(maps 13 & 14)*

SR 2006**Autry Hwy****E Williams St**

SR 2006 is a section of road previously named Autry Hwy near Autryville. It runs from E Williams St (Autryville Town Limit) to the new route of Hwy 24 (just Northeast of Stagecoach Ln). Those previously addressed between 7157 and 7560 Autry Hwy would be assigned new address numbers, and the road name would be changed to E Williams St. *(see attached chart for address changes, maps 15 & 16)*

PVT 2006-1031***Stage Coach Ln****E Stage Coach Ln**

PVT 2006-1031 is a section of private road previously named Stage Coach Ln. Stage Coach Ln was divided by the new route of Hwy 24, and this is the eastern section that is closer to the new route of Hwy 24. It is a dead end road. Those previously addressed 65 to 91 would retain their address number, and the road name would be changed to E Stage Coach Ln. *(maps 15 & 17)*

**Annexed by Town of Autryville. Proposed changes would be completed by the Town of Autryville*

PVT 2006-925**Stage Coach Ln****W Stage Coach Ln**

PVT 2006-925 is a section of private road previously named Stage Coach Ln. Stage Coach Ln was divided by the new route of Hwy 24, and this is the western section that is closer to Autryville Town Limits. It is a dead end road. Those previously addressed 264 to 351 Stage Coach Ln would receive new address numbers, and the road name would be changed to W Stage Coach Ln. *(see attached chart for address change, maps 15 & 17)*

NC 24**Roseboro Hwy****Roseboro Hwy**

NC 24 has been reconstructed as a divided highway. It would be named Roseboro Hwy from the Clinton City Limits to the intersection of SR 1515 west of Roseboro. Those previously addressed between 2300 and 3180 Roseboro Hwy, 4168 and 7434 Roseboro Hwy, and 8333 and 9974 Roseboro Hwy would be assigned new address numbers, and the road name would remain Roseboro Hwy. The name Roseboro Highway includes the new bypass sections. *(see attached chart for address changes, map 18)*

NC 24**Autry Hwy****Autry Hwy**

NC 24 has been reconstructed as a divided highway. It would be named Autry Hwy from the intersection of SR 1515 west of Roseboro to the Cumberland County Line. Those previously addressed between 1960 and 6780 Autry Hwy would retain their address numbers, and the road name would remain Autry Hwy. The name Autry Highway includes the new bypass section around Autryville. *(map 18)*

-Some addresses will be changed despite being on sections listed as retaining their old addresses. These changes are a result of new driveways that connect the residence/business to a different road.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. **2(b)**

Meeting Date: April 3, 2023

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

SUBJECT: Public Hearing – Naming of Private Roads

DEPARTMENT: Emergency Services/Administration

PUBLIC HEARING: Yes

CONTACT PERSON(S): Stephanie Shannon, Clerk to the Board
Jessie Matthews, 911 Addressing Coordinator

PURPOSE: To consider public input on the naming of certain private roads

ATTACHMENTS: Memo/Ad

BACKGROUND:

We have duly advertised a public hearing to receive comments on the recommendations of the Road Naming Committee with regard to the names of certain private roads. The Road Naming Committee recommends the following:

PVT 1926-1260	Crespo Ln
PVT 242-3210	Lyndall Ln

RECOMMENDED ACTION OR MOTION:

Name the private roads as recommended.

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE OF EMERGENCY SERVICES

MEMORANDUM:

TO: Ms. Stephanie Shannon, Clerk to the Board
FROM: Jessie Matthews, Emergency Services Addressing Coordinator
DATE: March 14, 2023
SUBJECT: Private Road Name/Public Hearing Request

The Road Naming Committee members have reviewed road name suggestions for the following pending private roads. The Committee's recommendation has been listed below:

PVT 1926 – 1260
PVT 242 – 3210

Crespo Ln
Lyndall Ln

This is being forwarded for your review and if you concur, please place this on the Board's agenda for consideration at a public hearing.

Please review and advise.



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

**NOTICE OF PUBLIC HEARING
NAMING OF PRIVATE ROADS**

The Sampson County Board of Commissioners will hold a public hearing at 6:00 p.m. (or as soon as possible thereafter) on Monday, April 3, 2023, in the County Auditorium, Sampson County Complex Building A, 437 Rowan Road, Clinton, NC to consider public input on the naming of the following private roads:

<u>PVT ROAD CODE</u>	<u>PROPOSED NAME</u>
PVT 1926 – 1260	Crespo Ln
PVT 242 – 3210	Earl Lyndall Ln

Only those roads listed will be considered at this time.

The Board will also accept written comments until 5:00 p.m. on Monday, April 3, 2023, via email at sshannon@sampsonnc.com or via US Mail to Clerk to the Board, 406 County Complex Road, Building C, Clinton, NC 28328. Written comments submitted by members of the public will be read aloud by the Clerk and provided as part of the meeting minutes.

Questions or comments may be directed to the Office of the Clerk to the Board, 406 County Complex Road, Clinton, NC 28328 (tel: 910/592-6308)

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3(a)

Meeting Date: April 3, 2023	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue
	<input type="checkbox"/>		<input type="checkbox"/>	

SUBJECT: Award of Bid for Rehabilitation of Two Homes in Group 2 of the Essential Single Family Rehabilitation Loan Pool 2020 Program

DEPARTMENT: Finance

PUBLIC HEARING: No

CONTACT PERSON(S): Juanita Brewington, Purchasing Officer

PURPOSE: To consider award of bid for the rehabilitation of two homes in the ESFRLP20 program

ATTACHMENTS: Memo

BACKGROUND:

The County advertised for bids for the rehabilitation of two homes in Group 2 of the Essential Single Family Home Loan Pool 2020 program on March 13, 2023. At the time of agenda preparation, the bids are scheduled to be opened and read aloud on March 29, 2023. The Adams Company will review the bids provide a Bid Tabulation Summary and recommendation of award.

RECOMMENDED ACTION OR MOTION:

Award the bid for rehabilitation of two homes in the ESFRLP20 program as recommended by The Adams Company.

THE **ADAMS COMPANY** INC.

ENGINEERING AND DESIGN

Firm License No. C-4438

708 Abner Phillips Road | Warsaw, NC 28398 | (910) 293-2770

MEMO

To: Files

From: David Carter

Subject: Agenda Memo
2020 Sampson County ESFRLP

Date: March 15, 2023

Please find listed below the addresses for the rehabilitation of two houses in Group 2 of the 2020 Sampson County Essential Single Family Rehabilitation Loan Pool ESFRLP Program.

- 1) 103 Jacobs St., Clinton
- 2) 55 Markus Lane, Clinton

An advertisement for bids was placed in the Sampson Independent for circulation on March 13. The program requires a minimum of 15 consecutive days from advertisement to bid opening. Separate sealed BIDS for the rehabilitation of the four houses will be received by Sampson County at the County Administrator's Office located at 406 County Complex Road, Suite 120, Clinton, NC 28328 until 10:15 a.m. on March 29, 2023 and then at said office publicly opened and read aloud.

The contract documents have been made available for examination and/or copies obtained at the office of The ADAMS COMPANY Inc. located at 708 Abner Phillips Road in Warsaw, North Carolina (Phone: 910-293-2770) or at the County Administrator's Office located at 406 County Complex Road, Suite 120, Clinton, NC 28328.

Small businesses and minority-owned businesses are encouraged to submit bids.

Once bids are opened publicly, a letter of recommendation along with a bid tabulation will be provided to Sampson County for review and approval at the next Commissioner's meeting. Once approved, a Notice of Award for each contract will be made available for signing by the Sampson County Manager.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3(b)

Meeting Date: April 3, 2023	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue

SUBJECT: Funding Application for the Suttontown and Mintz Area Water System Expansion

DEPARTMENT: Public Works

PUBLIC HEARING: No

CONTACT PERSON(S): Mark Turlington, Interim Public Works Director
David Ross, Assistant Project Manager/Dewberry Engineers

PURPOSE: To consider a resolution authorizing the submission of this funding application to NCDEQ/DWI

ATTACHMENTS: Resolution, Funding Description

BACKGROUND:

The County will submit a funding application to NCDEQ/DWI for the Fall 2023 funding cycle for the Suttontown and Mintz Area Water System Expansion Project. Mr. Ross will review the project and funding descriptions and request the adoption of a resolution authorizing submission of the funding application.

RECOMMENDED ACTION OR MOTION:

Adopt a resolution approving the Suttontown and Mintz Water System Expansion funding application and naming the County Manager as the representative authorized to execute and file an application on behalf of Sampson County

Mintz and Suttontown Area Water System Expansion

The project is to design and construct an expansion of the Sampson County public water supply system to incorporate the Mintz and Suttontown areas of Sampson County. The purpose of this project is to provide potable water service to residents in this area.

The infrastructure improvements required include:

- Site preparation (Mintz Area).
- Well head assembly and drilling (Mintz Area).
- Chemical feed system (Mintz Area).
- Back-up generator and concrete pad (Mintz Area).
- Associated electrical and system controls (Mintz Area).
- Booster Pump Station (Suttontown Area).
- Back-up generator and concrete pad (Suttontown Area).
- Associated electrical and system controls (Suttontown Area).
- Water main extensions to connect residences within the Mintz and Suttontown Areas to the proposed system expansion.
- Residential water service meters and connections as required by the funding guidelines.

Note: it is assumed a water treatment system will not be required for the proposed well in the Mintz Area.

Total Funding Request for Mintz and Suttontown Water System Expansion Project will be approximately = \$20,500,000 (includes Construction, Contingency, Funding Administration, Engineering, and Surveying)



RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The County of Sampson has need for and intends to construct a project described as designing and constructing a water system expansion to serve the Suttontown and Mintz area of Sampson County, and

WHEREAS, The County of Sampson intends to request State loan and/or grant assistance for the project,

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

That County of Sampson, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the County of Sampson to make a scheduled repayment of the loan, to withhold from the County of Sampson any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Edwin W. Causey, County Manager, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, 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 **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 3rd day of April, in Sampson County, North Carolina.

(Signature of Chief Executive Officer)

(Title)

ATTEST:

Clerk to the Board



FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Clerk of the Board of the County of Sampson does hereby certify:
That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Sampson County Board of Commissioners duly held on the 3rd day of April, 2023; 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 _____ day of _____, 20____.

(Signature of Recording Officer)

(Title of Recording Officer)

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 3(c)

Meeting Date: April 3, 2023	<input type="checkbox"/> Information Only	<input type="checkbox"/> Public Comment
	<input type="checkbox"/> Report/Presentation	<input type="checkbox"/> Closed Session
	<input checked="" type="checkbox"/> Action Item	<input type="checkbox"/> Planning/ Zoning
	<input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Water District Issue

SUBJECT: New Rules and Regulations and Minimum Standards for Clinton-Sampson County Airport (CTZ)

DEPARTMENT: Airport/Legal

PUBLIC HEARING: Yes

CONTACT PERSON(S): Joel Starling, County Attorney

PURPOSE: To consider the proposed new Rules and Regulations and Minimum Standards for CTZ

ATTACHMENTS: Memo/Rules and Regulations

BACKGROUND:

At its last three quarterly meetings, the Airport Advisory Board has discussed new proposed Rules and Regulations and Minimum Standards for the Clinton-Sampson County Airport (CTZ). CTZ’s current rules and minimum standards were adopted in 2009 and are in need of revision. On February 22, 2023, the Advisory Board voted unanimously to recommend approval of the draft Rules and Regulations and Minimum Standards included in the Board’s April 3, 2023 agenda materials.

The Advisory Board made one modification to the proposed Rules prepared by staff: In Article II (General Airport Rules and Regulations), § 8 (Airport Grounds), the words “outside of the hangar” were added, such that the second sentence of § 8 reads, “Premises, by whomever owned, shall not be used for the storage outside of the hangar of vehicles, equipment, or items that are not utilized in connection with Aeronautical Activity.”

In order to become effective, the proposed Rules and Regulations and Minimum Standards must be approved by both the Board of Commissioners and the Clinton City Council, as CTZ is jointly operated by the County and City.

RECOMMENDED ACTION OR MOTION:

Adopt the New Rules and Regulations and Minimum Standards for Clinton-Sampson County Airport as recommended.

NORTH CAROLINA'S
SAMPSON COUNTY
OFFICE *of the* COUNTY ATTORNEY

MEMORANDUM

TO: Stephanie P. Shannon
FROM: Joel Starling
DATE: March 23, 2023
RE: New Rules and Regulations and Minimum Standards for CTZ

At its last three quarterly meetings, the Airport Advisory Board has discussed new proposed Rules and Regulations and Minimum Standards for the Clinton-Sampson County Airport (CTZ). CTZ's current rules and minimum standards were adopted in 2009 and are in need of revision. On February 22, 2023, the Advisory Board voted unanimously to recommend approval of the draft Rules and Regulations and Minimum Standards included in the Board's April 3, 2023 agenda materials.

The Advisory Board made one modification to the proposed Rules prepared by staff: In Article II (General Airport Rules and Regulations), § 8 (Airport Grounds), the words "outside of the hangar" were added, such that the second sentence of § 8 reads, "Premises, by whomever owned, shall not be used for the storage outside of the hangar of vehicles, equipment, or items that are not utilized in connection with Aeronautical Activity."

In order to become effective, the proposed Rules and Regulations and Minimum Standards must be approved by both the Board of Commissioners and the Clinton City Council, as CTZ is jointly operated by the County and City.

Materials:

1. Rules and Regulations and Minimum Standards for the Clinton-Sampson County Airport Amended Effective April 4, 2023

**RULES AND REGULATIONS AND MINIMUM STANDARDS FOR
THE CLINTON-SAMPSON COUNTY AIRPORT
AMENDED EFFECTIVE APRIL 4, 2023**

WHEREAS, Sampson County and the City of Clinton jointly operate the Clinton-Sampson County Airport, as authorized by N.C. Gen. Stat. § 63-4; and

WHEREAS, pursuant to the authority conferred by Chapter 63 of the General Statutes of North Carolina, Sampson County and the City of Clinton have previously adopted a Manual of Airport Rules and Minimum Commercial Operator Standards for the Clinton-Sampson County Airport; and

WHEREAS, in order to promote the proper management, government and use of the Clinton-Sampson County Airport and to safeguard the public both upon and beyond the limits of the Clinton-Sampson Airport, the Sampson County Board of Commissioners and the City of Clinton Council have determined that it is necessary to amend said Rules and Minimum Standards;

NOW, THEREFORE, BE IT ORDAINED by the Sampson County Board of Commissioners and the City of Clinton Council, upon recommendation of the Clinton-Sampson County Airport Advisory Board, that the Rules and Standards governing the Clinton-Sampson County Airport are hereby amended and replaced in their entirety as follows:

**ARTICLE I
GENERAL PROVISIONS**

§ 1. Title. These Rules and Standards shall be referred to as the “Rules and Regulations and Minimum Standards for the Clinton-Sampson County Airport” and for brevity’s sake shall be referred to herein collectively as the “Rules.”

§ 2. Applicability. These Rules shall apply to all Patrons at the Airport.

§ 3. Definitions. Unless, from the context, a different meaning is apparent as used in these Rules, the following capitalized terms shall be defined as set forth in this section. Unless otherwise indicated, all other words and terms shall have the meaning ordinarily ascribed to them.

“Advisory Board” shall mean the Clinton-Sampson County Airport Advisory Board.

“Aeronautical Activity” shall mean any activity conducted at the Clinton-Sampson County Airport which involves, makes possible, or is required for the operation of Aircraft, or which contributes to or is required for the safety of such operations.

“Aeronautical Service” shall mean any service which involves, makes possible, or is required for the operation of Aircraft, or which contributes to or is required for the safety

of aircraft operations commonly conducted at the Airport by a person who has been authorized to provide such service.

“Aircraft” shall mean any device used or intended to be used for aviation or flight.

“Aircraft Owner” shall mean a person or entity holding legal title to an Aircraft, or any person or entity having exclusive possession and/or control of an Aircraft.

“Airport” shall mean the Clinton-Sampson County Airport.

“Airport Manager” shall mean the Clinton City Manager or such other person or entity as shall have been designated as the Airport Manager by Sampson County and the City of Clinton.

“Apron” shall mean a defined area at the Airport intended to accommodate Aircraft for purposes of loading or unloading passengers or cargo, refueling, parking, or maintenance.

“Base Customer” shall mean a Patron of the Airport who uses the facilities of the Airport, has entered into a formal lease agreement to store an Aircraft in a hangar or on the Apron or Ramp, has established an account with the Airport, but is not operating or providing any Aeronautical Service for commercial purposes.

“City” shall mean the City of Clinton.

“Commercial Operator” shall mean a Patron of the Airport who uses the facilities of the Airport, has entered into a formal lease agreement for those facilities, and is offering Aeronautical Services for commercial purposes.

“County” shall mean the County of Sampson.

“FAA” shall mean the Federal Aviation Administration.

“FAR” shall mean Federal Aviation Regulation.

“Fixed Base Operator” or “FBO” shall mean any person or entity who has entered into a formal lease agreement or contract to provide the public with Aircraft storage, FAA approved domestic repair, flight student training, Aircraft sale and demonstration, Aircraft rental, and charter services at an owned or leased facility at the Airport.

“Mobile Service Provider” shall mean a person or entity who provides Aeronautical services for commercial purposes but does not operate out of owned or leased property at the Airport.

“NTSB” shall mean the National Transportation Safety Board.

“Patron” shall mean any user of the Airport, including, but not limited to, any pilot, passenger, Base Customer, transient customer, Commercial Operator, or Mobile Service Provider.

“Ramp” shall mean a defined area at the Airport intended to accommodate Aircraft for purposes of loading or unloading passengers or cargo, refueling, parking, or maintenance.

“Specialized Aviation Service Operators” or “SASOs” shall mean a special class of Commercial Operators who, unlike an FBO, offer a specialized or limited Aeronautical Service such as Aircraft sales, flight training, Aircraft maintenance, or avionics services.

“Through-the-Fence Operators” shall mean a Patron of the Airport who is provided direct access to the Airport from adjoining property and who has an existing Through-the-Fence agreement with the County and the City. The FAA advises against allowing through-the-fence operations (AC 150 5190-7, Section 1.4) and has taken the position that airport sponsors are under no obligation to allow through-the-fence operations.

ARTICLE II GENERAL AIRPORT RULES AND REGULATIONS

§ 1. Airport Manager Authority, Responsibilities and Obligations. The Airport Manager shall have the authority to take such reasonable action as may be necessary to implement, manage, and enforce these Rules to ensure safe and effective Airport operations. In the case of an emergency not specifically addressed herein, the Airport Manager shall be authorized to make such reasonable rules and orders as may be necessary in order to address the emergency. The exercise of this emergency authority shall be reported to the Advisory Board as soon as possible.

§ 2. County and City Responsibilities and Obligations. The County and the City have the right pursuant to N.C. Gen. Stat. §§ 63-4, 63-53, and 63-57 and do hereby regulate all Airport operations.

§ 3. Advisory Board Responsibilities and Obligations. The Advisory Board shall periodically review these Rules and make recommendations to the County and City regarding proposed amendments to the Rules. The Advisory Board shall also make recommendations to the County and City regarding the effective operation of the Airport.

§ 4. General Operations. The Airport shall be operated for the use and benefit of the public and open to the types of Aeronautical Activity that the Airport is intended to serve. However, the Airport Manager shall have the authority to suspend any operation, or close the Airport whenever such action is necessary to avoid endangering persons or property. Nothing contained within these Rules shall compel the County and City to keep the Airport open during extreme weather events

or events beyond their control. Any person using the Airport when advised of significant meteorological events or conditions that would affect safety shall do so at their own risk and without liability to the County and the City. The Airport shall not be used for non-aviation events that would conflict with its aeronautical use, unless the event is approved by the Airport Manager.

§ 5. Violation of Airport Rules and Regulations. Any person or entity found by the Airport Manager to be in violation of these Rules may be deprived of the use of the Airport's facilities for such period of time as may be determined by the Airport Manager.

§ 6. Protection of Property. No person or entity shall damage, remove, alter or disturb in any way the buildings, signs, equipment, markers, lights, or other property at the Airport. No person or entity shall modify any Airport-owned building without prior written consent from the Airport Manager. All Patrons shall be responsible for any damage they cause to Airport property, normal wear and tear excepted. All Airport facilities shall be made available for inspection by the Airport Manager to ensure compliance with these requirements. Property stored at the Airport in violation of these Rules may be removed by the Airport Manager at the expense of the owner or such person or entity who stored the property at the Airport in violation of these Rules.

§ 7. Incident Reporting. Every incident involving injury or property damage shall be reported to the Airport Manager immediately. In the event that an accident report is also required under the FAR or NTSB Regulations, a copy of such report shall be provided to the Airport Manager.

§ 8. Airport Grounds. Base Customers, Commercial Operators, and Through-the-Fence Operators are required to keep their premises clear of rubbish and debris. Premises, by whomever owned, shall not be used for the storage outside of the hangar of vehicles, equipment, or items that are not utilized in connection with Aeronautical Activity. Garbage, refuse, and other waste materials shall be placed in receptacles provided for such purposes. No waste products from outside Airport property are to be placed in Airport receptacles. Waste products and/or oils shall not be emptied into any Airport drain or otherwise disposed of upon the Airport, except in receptacles provided for that purpose. The Airport Manager may impose a cleanup charge on any person or entity failing to properly dispose of waste products and/or oils.

§ 9. Solicitation and Advertising. No person shall solicit funds for any purpose, and no signs or advertisements may be posted at the Airport without the prior approval of the Airport Manager.

ARTICLE III AIRCRAFT RULES AND REGULATIONS

§ 1. Adoption of FAA Air Traffic Rules and Regulations. The FAA Air Traffic Rules and Regulations, as amended, governing the operation of aircraft are incorporated herein by reference and made a part of these Rules. In the event of a conflict between these Rules and any FAR, the FAR shall have precedence and shall apply. All Aircraft operations on or at the Airport shall be conducted in compliance with the FAR and safe operating practice.

§ 2. Reporting Hazards. Any Aircraft Owner or operator who becomes aware of any hazard to safe operations at the Airport shall report the condition to the Airport Manager or his designee, who will immediately investigate and, if necessary, rectify the reported safety hazard and notify the FAA when required. The primary objective of the Airport Manager shall be to keep the Airport open and safe.

§ 3. Engine Use Limitations. Aircraft engines shall be started and run-up only in places appropriate for such purposes. At no time shall engines be run-up when hangars, shops, airplanes, or any building or persons are in the path of the propeller stream or jet exhaust.

§ 4. Fueling. No Aircraft shall be fueled or drained while the Aircraft's engine is running or while it is in a hangar or an enclosed area. During all fueling operations, the Aircraft shall be grounded by an approved method. An operable fire extinguisher shall be within easy access during all fueling operations.

§ 5. Fuel Transport and Storage. Aircraft Owners, or their employees, may transport aviation fuel in containers with a capacity of 10 gallons or less to their Aircraft, provided that the containers shall be immediately emptied into the Aircraft's fuel tanks in accordance with these Rules. Under no circumstances may fuel be stored in any hangar or building.

§ 6. Aircraft Parking and Storage. No Aircraft shall be parked or stored at the Airport except in the areas designated for such purposes. Aircraft parked in undesignated areas may be moved at the direction of the Airport Manager to a designated parking area at the Aircraft owner's expense and without liability for damage that may result from such moving. All parked aircraft shall be appropriately chocked and secured. Non-airworthy Aircraft shall not be stored at the Airport unless they are being serviced by an FBO or SASO. The Airport Manager shall have the authority to assess a fine in the amount of \$100.00 per day for any non-airworthy Aircraft stored at the Airport in violation of this Section, provided that the Airport Manager has sent written notice to the Aircraft Owner via first class mail to the Aircraft Owner's last known address and a period of five (5) days have transpired since the mailing of said notice.

§ 7. Moving of Damaged or Non-Airworthy Aircraft. The Airport Manager or his designee may, in compliance with any applicable NTSB, FAA, and other governmental regulations, move damaged or non-airworthy Aircraft from the landing areas, ramps, aprons, ramps, or other areas at the expense of the Aircraft Owner and without liability for damage resulting from such moving.

§ 8. Aircraft Repair. The performance of Aircraft and engine repair and maintenance is considered to be a Commercial Operation regulated by the County and City, except where the repair or maintenance is performed by the Aircraft Owner or his or her employees. The Airport Manager may designate areas where such Aircraft Owners may perform services on their own Aircraft and prohibit the performance of repair and maintenance in other areas, including tie down and hangar areas.

§ 9. Aircraft Registration. All Aircraft belonging to Base Customers must have government issued aircraft registration and owner/entity identification on file with the Airport Manager. Any change in ownership will require a change in registration and identification documents and must be reported to the Airport Manager.

§ 10. Limitations on Non-Powered Aircraft. Operations involving non-powered Aircraft, including gliders, balloons, parachuting, and other unusual and special classes of Aeronautical Activity shall not be permitted at the Airport without the prior approval of the Airport Manager or his designee, which shall not be unreasonably withheld.

ARTICLE IV MOTOR VEHICLE RULES AND REGULATIONS

§ 1. General Rule. Unless authorized by the Airport Manager or his designee, no person may operate any surface vehicle on Airport property except on designated roadways and parking areas, and in accordance with posted signage. No person or entity shall abandon or park for an extended period any motor vehicle or trailer device on Airport property. Any vehicles improperly parked on Airport property in violation of these Rules will be towed at the owner's expense and without liability to the County and City or their employees or independent contractors for any damage that may result from such towing.

§ 2. Restricted Access. No surface vehicles shall be permitted on runways, taxiways, Aprons, or Ramps without the express permission of the Airport Manager or his designee, unless the operation of such vehicle is in accordance with a prior agreement to accomplish a necessary Airport purpose, service, or inspection. The maximum speed permitted is 15 m.p.h. No all-terrain vehicles, go carts, or motorcycles will be permitted.

§ 3. Aircraft Owners. Aircraft Owners are authorized to operate their personal vehicles on the Airport Apron and parking areas in order to reach their Aircraft hangar or tie-down area. Vehicles shall not be parked on the Apron, Ramp, or Aircraft parking areas at any time.

§ 4. Safe Operation. No person shall operate any vehicle in a careless or negligent manner or in disregard for the safety of others. All vehicle operators must be properly licensed. All Aircraft shall have the right-of-way, and surface vehicles shall yield to Aircraft at all times.

ARTICLE V FIRE AND SAFETY

§ 1. Smoking Prohibited. Smoking is prohibited on Airport property except in designated smoking areas.

§ 2. Prohibition on Open Flame or Fire. No person shall start an open fire any place on the Airport without permission of the Airport Manager.

§ 3. Storage of Flammable Materials. No person shall store or use flammable material, equipment, or gases, or allow their hangars or storage area to become in such condition so as to violate, in any manner, the North Carolina State Fire Code. The storage of solvents, fuels, or other hazardous or volatile materials in Aircraft hangars or storage areas is prohibited. Small amounts of oil and other fluids used for the service of aircraft are permitted as allowed by the Fire Code.

§ 4. Fire Equipment. The Airport Manager or his designee shall ensure all hangars, trucks, tugs, and buildings are equipped with fire extinguishers. However, it shall be the responsibility of the owner or, in the case of hangars owned by the County and the City, the lessor of a hangar to purchase and maintain said fire extinguishers. Fire extinguishers shall be kept in good condition and inspected annually.

§ 5. Cleaning and Upkeep of Premises. Patrons are required to keep their premises clean and clear of rubbish, debris, old aircraft and vehicles, equipment that is not used in connection with Aeronautical Activity, and unsightly objects. This shall include hangars owned by Through-the-Fence Operators. If, after written warning by the Airport Manager, said premises are not cleaned, cleaning will be directed by the Airport Manager and billed to the tenant or Through-the-Fence Operator.

§ 6. Hazardous Materials. No person shall bring upon the Airport, or operate an aircraft upon the Airport, carrying hazardous materials, including Class A or Class B explosives, compressed gases, radiological substances, or any other articles or substances which are noxious or capable of endangering persons or property, without the express consent of the Airport Manager.

ARTICLE VI THROUGH-THE-FENCE OPERATIONS

§ 1. FAA Advisory. The FAA currently advises against allowing Through-the-Fence Operations. (See Advisory Circular AC 150 5190-7, Section 1.4.) The FAA has further advised airport sponsors that they are not obligated to allow Through-the-Fence operations given their potential to “place an encumbrance upon the airport property and reduce the airport’s ability to meet its Federal obligations.” Proposed new through-the-fence agreements must be submitted to the FAA Regional Airports Division for review and approval.

§ 2. Existing Through-the-Fence Operations. The County and the City have previously entered into access agreements with Through-the-Fence operators. These access agreements remain in effect; however, they are likely not assignable or transferable without prior FAA Regional Airports Division approval.

§ 3. Prohibition on New Through-the-Fence Operations. The County and City are under no obligation to and shall not provide any future access agreements to new Through-the-Fence operators. However, it is the intent of the County and City to make hangar space available to the public through lease, as provided in Article VII.

**ARTICLE VII
LEASING AIRPORT PROPERTY**

§ 1. General. The County and the City shall be the sole lessors of Airport property and facilities. Leases shall comply with AC 5190.6B, Chapter 12 as appropriate to the Airport. The sublease of leased Airport property is prohibited unless approved in writing by the Airport Manager. Lease agreements must be approved by the Sampson County Board of Commissioners and the City of Clinton Council. All lessees shall be required to submit a detailed site plan which shall be reviewed and approved by the Airport Engineer prior to lease approval. All leases shall include a minimum insurance coverage requirement.

§ 2. Lessee Identification. Prior to execution of a lease agreement between the County and City, as lessor, and an individual or an entity, as lessee, the prospective lessee shall provide, at a minimum, the following information:

- A. If an Entity (corporation, limited liability company, etc.):
 1. A Certificate issued by the North Carolina Secretary of State evidencing the legal name of the entity and the fact that the entity is in good standing in North Carolina and authorized to do business in the State of North Carolina.
 2. If the entity is not a North Carolina entity, then, in addition to the requirement above, a Certificate issued by the State in which the entity is chartered evidencing the fact that the entity is in good standing in its State of domicile.
 3. A copy of the Articles of Incorporation or Organization and bylaws of the entity setting forth the owners of the entity.
 4. A Certified Resolution executed by the entity evidencing the fact that the individual signing the lease agreement on behalf of the entity has the authority to do so.
 5. A copy of a valid Driver's License, passport or other official identity card for the individual signing the Lease.

- B. If the entity operates under an assumed name:
 - 1. A copy of the Assumed Name Certificate recorded in the Sampson County Registry. If the Assumed Name Certificate is recorded in another county in North Carolina or another state, it should also be recorded in Sampson County.
 - 2. A copy of a valid Driver's License, passport or official identity card for the individual signing the Lease.
- C. If an individual:
 - 1. A copy of a valid Driver's License, passport or official identity card for the individual signing the Lease.

ARTICLE VIII MINIMUM STANDARDS

§ 1. Fixed Base Operator. As previously stated in Article I of these Rules, an FBO is a person or entity who has entered into a formal lease agreement or contract to provide the public with Aircraft storage, FAA approved domestic repair, flight student training, Aircraft sale and demonstration, Aircraft rental, and charter services at an owned or leased facility at the Airport. Only FBOs shall be permitted to engage in the public business of sales and dispensing of aviation fuels. No other SRSO or Commercial Operator shall be permitted to engage in these specific aeronautical business activities. However, FAA regulations allow an Aircraft Owner to self-fuel his or her own Aircraft, provided that such fueling is accomplished by the Aircraft Owner or his or her employees. An FBO shall be subject to the following Minimum Standards as well as any specific minimum standards applicable to services that are provided by the FBO, which are set forth in Article VIII, § 3.

A. The FBO must lease or otherwise provide an area with adequate space for: paved private auto parking; a paved aircraft Apron; paved pedestrian walkways; fuel storage facilities; and all aircraft storage, servicing utilities, and support facilities.

B. Land for underground or above-ground fuel storage tanks must be constructed and operated in accordance with all applicable environmental requirements and FAR Part 139.321 requirements on the FBO's premises. The total capacities shall be at least 30,000 gallons for Jet A and 10,000 gallons for 100LL to assure an adequate supply at all times. The FBO shall be required to provide both Jet A and 100LL fuels.

C. The fuel storage system must include adequate fuel spill prevention features and containment capabilities, together with an approved fuel spill containment and countermeasures control plan.

D. The FBO shall be required to undertake, at its expense, any environmental testing which the Airport may request from time to time, and any remedial actions which the County and City may determine to be necessary or appropriate as a result of such testing. The FBO is responsible for compliance with all local, state and federal environmental laws, and remediation of any environmental violations at the premises.

E. All mobile dispensers must have bottom-refilling capabilities and jet fuel dispensers must have single point refueling capabilities.

F. All equipment shall be maintained and operated in accordance with OSHA, Local, State, and Federal regulations, and FAA regulations, including but not limited to FAR Part 139.321 with metering devices subject to independent inspection.

G. The FBO shall procure and maintain tools, jacks, tugs, towing equipment, tire repairing equipment, ground power units, emergency starting equipment, portable compressed air tanks, oxygen cart and supplies on request, fire extinguishers, mobile passenger stairs (on request) chocks, ropes, tie-down supplies, crew and passenger courtesy transportation vehicles and a "Follow-Me" vehicle, as appropriate and necessary for the servicing of Aircraft types normally expected to use the Airport.

H. All FBOs shall provide aircraft fueling and line services at a minimum from 7:00 a.m. to 6:00 p.m. EST, every day, or such other hours as may be mutually agreed upon in writing by the Airport Manager and FBO. On call service is required during hours of darkness.

I. All FBOs shall provide at a minimum one (1) FAA-licensed Aircraft mechanic and one (1) fuel service person.

J. All fuel service personnel shall have successfully completed a National Aviation Transportation Association (NATA) approved line technician safety course or similar fuel safety course provided by a major fuel company supplier approved by the Federal Aviation Administration for compliance with FAR Part 139 and all applicable FAA Advisory Circulars. Fuel service personnel must be recertified every 3 years or as required by FAA regulations and Advisory Circulars.

K. The FBO shall enter into a contract with the County and the City that shall include its agreement (i) to accept, be bound by, comply with, and conduct its business operations in accordance with these Rules, as amended; (ii) to indemnify and hold the County and City and their employees harmless from and against all actions, liabilities, claims, demands, damages, and losses arising out of acts or omissions of the FBO or its agents, representatives, owners, employees, officials or invitees.

L. The FBO shall maintain, without interruption at all times during its operation of at the Airport, commercial general liability insurance, including contractual liability coverage, on an occurrence form with coverage of at least one million dollars (\$1,000,000.00) combined single limit. The policy shall (i) be primary and non-contributory for the benefit of the County and the City, (ii) name the FBO as the named insured and include the County and the City as additional insureds, (iii) include a provision which provides that notice be given to the County and the City at least thirty (30) days prior to cancellation or material amendment thereof, (iv) not contain cross-claim, cross-suit or other exclusion clauses that would preclude additional insured parties from instituting causes of action against other insureds under the policy or that would otherwise limit coverage of additional insureds, (v) include contractual liability coverage applicable to the indemnity obligations of the FBO, and (vi) include the agreement of the insurer waiving rights of subrogation against the County and the City and their employees. The FBO shall (vii) pay all premiums on the insurance coverages as and when the premiums become due, (viii) furnish the Airport Manager, at least thirty (30) days prior to the expiration of each policy, with evidence satisfactory to the Airport Manager that the policy has been renewed or replaced, and (ix) provide copies of the insurance policies evidencing the coverages required herein upon request.

§ 2. Specialized Aviation Service Operators. As previously stated in Article I, an SASO is a special class of Commercial Operator who, unlike an FBO, offers a specialized or limited Aeronautical Service such as Aircraft sales, flight training, Aircraft maintenance, or avionics services. The following general requirements shall apply to all SASOs wishing to operate at the Airport:

A. A SASO that leases or subleases space at the Airport, leases and subleases shall be for a term of a minimum of one year. In addition, an application as outlined in Subsection _ of this Article VIII, § 2 must be completed.

B. Each SASO shall be staffed as necessary to provide the service for which it has been approved (including a qualified and experienced manager who is authorized to act on its behalf in the ordinary course of its business).

C. Each SASO shall enter into a contract with the County and the City that shall include its agreement (i) to accept, be bound by, comply with, and conduct its business operations in accordance with these Rules, as amended; (ii) to indemnify and hold the County and City and their employees harmless from and against all actions, liabilities, claims, demands, damages, and losses arising out of acts or omissions of the SASO or its agents, representatives, owners, employees, officials or invitees.

D. Each SASO shall maintain, without interruption at all times during the operation of the SASO at the Airport, commercial general liability insurance, including contractual liability coverage, on an occurrence form with coverage of at least one million dollars

(\$1,000,000.00) combined single limit. The policy shall (i) be primary and non-contributory for the benefit of the County and the City, (ii) name the SASO as the named insured and include the County and the City as an additional insured, (iii) include a provision which provides that notice be given to the County and the City at least thirty (30) days prior to cancellation or material amendment thereof, (iv) not contain cross-claim, cross-suit or other exclusion clauses that would preclude additional insured parties from instituting causes of action against other insureds under the policy or that would otherwise limit coverage of additional insureds, (v) include contractual liability coverage applicable to the indemnity obligations of the SASO, and (vi) include the agreement of the insurer waiving rights of subrogation against the County and the City. The SASO shall (vii) pay all premiums on the insurance coverages as and when the premiums become due, (viii) furnish the Airport Manager, at least thirty (30) days prior to the expiration of each policy, with evidence satisfactory to the Airport Manager that the policy has been renewed or replaced, and (ix) provide copies of the insurance policies evidencing the coverages required herein upon request.

E. Each SASO shall cooperate with the County and the City in the operation, management and control of the Airport and shall act as necessary to advance or promote the Airport and to develop and maintain the Airport as an attractive, efficient, and modern facility.

F. Each SASO shall furnish all services authorized or approved by the County and the City on a fair, and not unlawfully discriminatory basis to all persons, and shall charge fair, reasonable and no unlawfully discriminatory prices for each unit of service provided that the SASO may make reasonable discounts, rebates or other similar types of price reductions to volume purchasers, if permitted by law.

§ 3. Specific SASO Minimum Standards. In addition to the general SASO minimum requirements set forth in Article VIII, § 2 above, the following minimum requirements apply to specific SASO operations.

A. Aircraft Sales SASO. An Aircraft Sales SASO is a dealer in Aircraft, both new and used, engaged in the purchasing and selling of Aircraft. This is accomplished through various methods including matching potential purchasers with an aircraft (brokering), assisting a customer in the purchase or sale of an aircraft, or purchasing aircraft and marketing them to potential purchasers.

1. Have at least one (1) Aircraft sales person that has a current appropriate pilot certificate with appropriate aircraft type ratings available to meet customer needs.
2. Have at least one (1) aircraft listed for sale at all times and sell at least two (2) Aircraft in any twelve (12) month time period.

3. Lease office and or hangar space sufficient to meet market needs.

B. Aircraft Airframe and Power Plant Maintenance and Repair SASO. An Aircraft Airframe and Power Plant maintenance SASO provides one or a combination of airframe, engine and accessory overhaul and repair services on aircraft. This category shall also include the sale of Aircraft parts and accessories.

1. All Aircraft maintenance shall be performed in accordance with all applicable FAA regulations pertaining to the maintenance of Aircraft.
2. Provide general and preventative maintenance, inspection on a general basis, 100-hour basis and annual inspection basis, for airframes and engines.
3. Have on duty a minimum of one (1) Mechanic who possesses a valid FAA Airframe and Power Plant Certificate and one (1) Mechanic who holds a valid FAA Inspection and Authorization Certificate.
4. Provide an adequate stock of repair parts for the Aircraft normally serviced at the Airport.
5. Aircraft Airframe and Power Plant Maintenance shall not be performed in any T-Hangars located at the Airport. Services must be provided from ventilated shop space.
6. If the SASO provides Aircraft painting and refurbishing, the SASO shall perform such services only inside a hangar or building and shall comply with all standards, rules, regulations and requirements of the FAA and any local, state or federal governmental agencies having jurisdiction over Aircraft painting and stripping.
7. Lease office and or hangar space sufficient to meet market needs.

C. Aircraft Rental SASO. An aircraft rental SASO provides general aviation aircraft for rental or lease to the public.

1. Have at least one (1) person available to meet customer needs.
2. Have available for rental a minimum of one (1) Aircraft that is owned or exclusively leased by the Commercial Operator properly equipped and FAA certified for rental. Additional rental aircraft shall meet these requirements.
3. Have available a properly certified FAA flight instructor capable of conducting flight checks for prospective renters.

4. Lease office and or hangar space sufficient to meet market needs.

D. Flight Training SASO. A flight training SASO engages in instructing pilots in dual and solo flight training and provides such related ground school instruction as is necessary preparatory to taking a written examination and flight check for the category of pilots' license involved. It also may engage in other flying services such as sightseeing flights, aerial photography, power line or pipeline patrol, etc.

1. Operate in accordance with all applicable FAA regulations pertaining to the operation of a flight school.
2. Provide a minimum of one (1) single engine aircraft for training and rental. The Aircraft must be owned by or under the exclusive control of the SASO. The Aircraft operated by the SASO must be maintained in an airworthy condition at all times in accordance with all applicable FAA regulations.
3. Provide at least one (1) Flight Instructor who is appropriately certified and rated with the FAA to provide the flight training offered by the Commercial Operator.
4. All instruction must be provided in accordance with all applicable FAA regulations pertaining to flight instruction.
5. If ground school training is offered the Commercial Operator shall have on hand and available for use such equipment and apparatus as would reasonably be expected to be available for such training.
6. Lease office space at the Airport that is sufficient to meet market needs and is properly lighted, climate controlled (heated and air conditioned), with bathroom facilities to be used for office, classroom and public use space.

E. Avionics, Instruments or Propeller Repair Station SASO. An avionics, instrument, or propeller repair station engages in the business of and provides a shop for the repair of aircraft avionics, propellers, instruments, and accessories for general aviation aircraft.

1. Have on duty at least one (1) person who holds valid repair station certificates required by the FAA and Federal Communications Commission that are applicable to the services provided.
2. Lease office and or hangar space sufficient to meet market needs.

F. Balloon SASO. An aerial activity involving the piloting of light-than-air aircraft that is not engine-driven that sustains flight through the use of either gas buoyancy or an

airborne heater. In addition to the requirements for Commercial Operators and the requirements for SASOs, the following requirements shall apply to Balloon SASOs.

1. Ballooning shall not be permitted at the Airport without the prior approval of the Airport Manager or his designee, which shall not be unreasonably withheld, and Balloon SASOs shall operate from an area designated by the Airport Manager.
2. Ballooning shall be subject to all federal and FAA requirements, including, but not limited to, those set forth in Title 14 of the Code of Federal Regulations and applicable FAA Advisory Circulars.
3. Provide copies to the Airport Manager of all appropriate FAA and U.S. Department of Transportation certifications and approvals required to operate.

G. Glider SASO. A heavier-than-air aircraft that is supported in flight by the dynamic reaction of the air against its lifting surfaces, and whose free flight does not depend principally on an engine. IN addition to the requirements for Commercial Operators and the requirements for SASOs, the following requirements shall apply to Glider operations that are offered to the public and/or for commercial purposes:

1. Gliders shall not be permitted at the Airport without the prior approval of the Airport Manager or his designee, which shall not be unreasonably withheld, and Glider SASOs shall operate from an area designated by the Airport Manager.
2. Glider SASOs shall be subject to all applicable federal and FAA requirements.
3. Provide copies to the Airport Manager of all appropriate FAA and U.S. Department of Transportation certifications and approvals required to operate.

H. Skydiving and Parachuting SASO. An aerial activity whereby one or more persons intentionally descends to the surface from an Aircraft in flight, and shall not include flight by use of a powered parachute. In addition to the requirements for Commercial Operators and the requirements for SASOs, the following requirements shall apply to skydiving and parachuting:

1. Parachuting shall not be permitted at the Airport without the prior approval of the Airport Manager or his designee, which shall not be unreasonably withheld, and Skydiving and Parachuting SASOs shall operate from an area designated by the Airport Manager.
2. Parachuting shall be subject to all FAA requirements, including, but not limited to, those set forth in FAR Part 105 and related FAA Advisory Circulars.

3. Provide copies to the Airport Manager of all appropriate FAA and U.S. Department of Transportation certifications and approvals required to operate.
4. Maintain a manifest of each skydiver transported for Skydiving or Parachuting purposes at the Airport. Such manifest shall include the name and address of each Skydiver, and the U.S. Parachute Association license, if any, held by such Skydiver. These manifests shall be maintained for no less than three (3) years, and the Airport Manager shall be permitted to inspect the manifests.

§ 4. Requirements for Commercial Operators. The following minimum requirements shall apply to all Commercial Operators, including, but not limited to, FBOs and SASOs.

A. Each Commercial Operator, person, party, firm or corporation operating on or at the Airport must comply with all federal, state, and local environmental requirements.

B. A Commercial Operator wishing to provide any Aeronautical Service not described in Article VIII §§ 1, 2, and 3, including, but not limited to, aerial advertising, photography, aerial application, traffic reporting, pilot service, and aircraft management, may conduct such activities upon application to and approval of the County and the City. Reasonable terms and conditions for the privilege of engaging in these various services will be established by the County and the City commensurate with the nature and the scope of the activities involved.

C. If the Airport Manager determines that any of these Minimum Standards have been violated and that the violation has not been resolved by notice to and discussion with the Commercial Operator, the Airport Manager may recommend to the County and the City that formal action be taken to correct the violation. The County and the City shall allow the Commercial Operator notice and an opportunity to be heard before deciding whether and what action should be taken for the violation. Such action may include, but not be limited to suspension of operations at the Airport or revocation of the right to conduct business at the Airport.

D. All Commercial Operators shall comply with the E-Verify requirements set forth in Article 2 of Chapter 64 of the General Statutes of North Carolina.

E. All Commercial Operators and MSPs agree that in the event facilities are constructed, maintained or otherwise operated on Airport property for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provisions of similar services or benefits, each Commercial Operator or MSP shall maintain and operate such facilities and services in compliance with all requirements imposed pursuant to 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation as may be amended.

F. All Commercial Operators and MSPs agree that no person on the grounds of race, color, religion or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in the use of said facilities. Furthermore, in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, religion or national origin shall be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination.

§ 5. Application Process for Commercial Operators. All new Commercial Operators, including, but not limited to, FBOs and SASOs, shall submit an application and comply with the application process set forth herein below.

A. A prospective Commercial Operator seeking to provide service at the Airport shall submit to the Airport Manager a written application including the following information, as applicable, and thereafter, such additional information as may be reasonably required by the Airport Manager.

1. A description of services to be offered and the business plan to provide such services including Aircraft ownership, if Aircraft are to be used in the conduct of the business, and whether or not subtenants are to be used to meet these standards.
2. The amount of land required for the proposed service and any proposed construction.
3. A detailed site plan depicting the building space and facilities required or to be constructed.
4. The number and types of Aircraft to be utilized.
5. The number of persons to be employed.
6. The proposed hours of operation.
7. The types and coverage limits of insurance to be maintained.
8. Evidence of the Commercial Operator's past experience, financial capability, credit worthiness, and technical ability to perform and/or develop the proposed services and facilities.
9. The name(s), address(es), and telephone number(s) of the owners and/or principal(s) of the business and the proposed operating name of the business, as well as evidence of incorporation or authorization to conduct

business in the state of North Carolina, as more particularly set forth in Article VI, § 2 of these Rules.

10. The tools, equipment, services, and inventory, if any, that the Commercial Operator will furnish for the proposed service.
11. The proposed date for commencement of the activity and the requested length of term to conduct the same.
12. The estimated cost of any structure or facilities to be constructed or furnished, proposed specifications, and the means and method of financing such construction.
13. The intended location and layout plan of any proposed or future development.

B. The County and the City may deny any proposal to conduct commercial, business or Aeronautical Activities if the County and the City find any one of the following:

1. The Commercial Operator does not meet the qualifications and requirements established by the Minimum Standards or is not prepared to meet said Standards within a reasonable time, as established by the County and the City, not to exceed one (1) year.
2. The proposed operation or construction will create a safety hazard on the Airport.
3. Approval to conduct the proposed service will require the County and the City to spend funds or to supply labor or materials in connection with the proposed operation or the operation will result in a financial loss to the County and the City.
4. No appropriate, adequate, or available land or facilities exist at the Airport which would accommodate the Commercial Operator's proposed activities on the date of the application or within a reasonable time thereafter, not to exceed one year.
5. Airport development or construction required for the proposed operation does not comply or is inconsistent with the Airport Layout Plan then in effect or conflicts with federal, state, or local rules and regulations.
6. The development or use of the land area requested by the Commercial Operator will result in Aircraft or building congestion or will unduly

interfere with the operations of any present Commercial Operator on the Airport or might restrict Aircraft access to any Commercial Operator's area.

7. The Commercial Operator has either intentionally or unintentionally provided incorrect information or falsified the application or supporting documents or has omitted relevant information.
8. The Commercial Operator has failed to make full disclosure on the application or supporting documents.
9. The Commercial Operator has a record of violating the rules and regulations of any other airport, FAA standards or regulations, or any other rules and regulations applicable to the County and the City.
10. Any party applying or interested in the business has defaulted in the performance of any lease or any other agreement with the County and/or the City or Civil Rights Act.
11. On the basis of current financial information, the Commercial Operator does not, in the opinion of the County and the City, exhibit adequate financial responsibility to undertake the proposed services.
12. The Commercial Operator cannot provide a performance bond or other adequate security in an amount required by the County and the City to ensure performance of its obligations under its proposed lease or permit or ensure completion of any associated construction.
13. The Commercial Operator has been convicted of any felony or a misdemeanor involving moral turpitude or has been placed on the Convicted Vendor List.

THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.

These Rules and Regulations and Minimum Standards for the Clinton-Sampson County Airport were recommended by the Clinton-Sampson County Airport Authority and were adopted by the Sampson County Board of Commissioners and the City of Clinton Council on April 3, 2023 and April 4, 2023, respectively.

LUTHER D. STARLING, JR., Mayor,
City of Clinton

ATTEST:

ELAINE F. HUNT, Clerk,
City of Clinton

R. JEROL KIVETT, Chairman,
Sampson County Board of Commissioners

ATTEST:

STEPHANIE P. SHANNON, Clerk,
Sampson County Board of Commissioners

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 4

Meeting Date: April 3, 2023

Information Only
 Report/Presentation
 Action Item
 Consent Agenda

Public Comment
 Closed Session
 Planning/ Zoning
 Water District Issue

SUBJECT: Consent Agenda

DEPARTMENT: Administration/Multiple Departments

ITEM DESCRIPTIONS/ATTACHMENTS:

As Board of Commissioners

- a. Approve the minutes of the March 6, 2023, 2023 Board meeting
- b. Authorize Sampson County DSS Advisory Committee Name Change
- c. Approve the Sampson County DSS Cash Management and Segregation of Duties Policy
- d. Authorize Request to Discard Items from the collections of the Sampson-Clinton Public Library System
- e. Authorize a lease of County property between Sampson County and Lynn S. Carr and adopt a resolution authorizing the County Manager to execute a lease agreement on behalf of Sampson County
- f. Authorize a lease of County property between Sampson County and James Dennis Lee and Terry M. Raynor and adopt a resolution authorizing the County Manager to execute a lease agreement on behalf of Sampson County
- g. Adopt a resolution accepting an offer by Kristal V. Garcia (Valle-Garcia Properties, LLC) to purchase certain real estate and authorizing the Chairman of the Board to execute a warranty deed and any such other documents necessary for the transfer of said property
- h. Approve an amendment changing the due date of the previous year's Audit Contract
- i. Approve the budget amendments as submitted
- j. Approve the tax refunds and releases as submitted

(Continued on next page)

As Board of Health

- k. Approve the SCHD Fee/Cpt Code Update
- l. Approve the SCHD 2022-2026 Strategic Plan

RECOMMENDED ACTION OR MOTION:

Motion to approve Consent Agenda as presented

The Sampson County Board of Commissioners convened for their regular meeting at 6:00 p.m. on Monday, February 6, 2022, in the County Auditorium, 435 Rowan Road in Clinton, North Carolina. Members present: Chairman Jerol Kivett, Vice Chairperson Sue Lee, and Commissioners Thaddeus Godwin and Allen McLamb. Members absent: Commissioner Lethia Lee.

Chairman Jerol Kivett called the meeting to order and turned the meeting over to Vice Chairperson Sue Lee. Vice Chairperson Sue Lee provided the invocation and then led the Pledge of Allegiance.

Approval of Agenda

Upon a motion by Commissioner Godwin and seconded by Commissioner McLamb, the Board voted unanimously to approve the agenda as published.

Item 1: Public Hearings

Naming of Private Roads Chairman Kivett opened a public hearing and called upon Clerk to the Board Stephanie Shannon who informed the Board that the County has duly advertised a public hearing to receive comments on the recommendations of the Road Naming Committee with regard to the names of certain private roads. The Road Naming Committee recommends that PVT 1834-609 be named Landmark Drive. Chairman Kivett opened the floor for comments and hearing none closed the public hearing. Upon a motion by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to name the road as recommended.

Amendments to the FY 22-23 Economic Development Budget Chairman Kivett opened a public hearing and called upon Assistant Economic Development Director Ray Jordan who discussed adding funds in the amount of \$120,000 from a NC Commerce Building Reuse grant to the Economic Development Budget. He explained that these funds will support the renovation of a 400,000 square foot building located in Roseboro. Chairman Kivett opened the floor for comments and hearing none closed the public hearing. Upon a motion by Chairman Kivett and seconded by Vice Chairperson Sue Lee, the Board voted unanimously to approve the amendments to the Economic Development budget as requested.

Item 2: Action Items

Annexation of Property Chairman Kivett called upon Assistant Economic Development Director Ray Jordan who recommended that the Board request that the City of Clinton annex 120-acres ± purchased by the County in the fall of 2020. Mr. Jordan explained that this annexation will allow new industry locating to Sampson Southeast Business Center to receive the same services provided by the City of Clinton as those currently within the park. Upon a motion by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to adopt a resolution authorizing the Board Chair to execute on behalf of Sampson County a Petition for Voluntary Annexation. (Copy filed in Inc. Minute Book _____, Page _____.)

“Wave Two” Opioid Settlements Chairman Kivett called upon County Attorney Joel Starling who stated that in June 2019, the Board of Commissioners declared the opioid epidemic in Sampson County a public nuisance and hired outside counsel to initiate litigation against certain opioid manufacturers, distributors, and pharmacies. In December 2021, the Board of Commissioners approved settlements with four companies, distributors McKesson, Cardinal Health, and AmerisourceBergen and manufacturer Janssen Pharmaceuticals. These “First Wave” Settlements provide for payments totaling \$26 billion over 18 years, approximately \$750 million of which will flow to state and local governments in North Carolina. First Wave Settlement payments have already begun, with Sampson County receiving its first settlement payment installment last year. Mr. Starling went on to explain that Sampson County’s outside counsel and the North Carolina Department of Justice recently notified the County of a “second wave” of tentative settlements with the following defendants: Walmart, Inc., Teva Pharmaceutical Industries, Ltd., Allergan Finance, LLC, Allergan Limited, CVS Health Corporation, CVS Pharmacy, Inc., and Walgreens Co. These settlements will involve the payment of \$21 billion in additional settlement funds, with more than \$600 million in additional settlement funds to be paid to North Carolina state and local governments. Sampson County’s outside counsel as well as the North Carolina Association of County Commissioners and the North Carolina Attorney General have recommended that eligible North Carolina local governments, including Sampson County, participate in the Wave Two Settlements. In order to participate in the settlements, local governments must execute the Supplemental Agreement for Additional Funds and Wave Two Settlements on or before April 18, 2023. Upon a motion by Chairman Kivett and seconded by Commissioner McLamb, the Board voted unanimously to adopt a resolution authorizing the execution of Opioid Settlements and approving the Supplemental Agreement for Additional Funds between the State of North Carolina and Local Governments on proceeds relating to the settlement of Opioid Litigation (Copy filed in Inc. Minute Book _____, Page _____.) Upon a motion by Vice Chairperson Lee and seconded by Commissioner McLamb, the Board voted unanimously to authorize the County Manager to execute the Supplemental Agreement for Additional Funds from additional settlements of Opioid Litigation and any other necessary documents.

Award of Bid for Rehabilitation of Four Homes in the ESFRLP20 Program Chairman Kivett called upon Finance Officer David Clack who explained that the County advertised for bids for the rehabilitation of four homes in the Essential Single Family Home Loan Pool 2020 Program on February 11, 2023. Those bids were opened and read aloud on February 28, 2023. The Adams Company reviewed the bids and found Thomas J. Holland to be the lowest responsive bidder for all four homes. Upon a motion by Commissioner Godwin and seconded by Vice Chairperson Lee, the Board voted unanimously to award the bids for rehabilitation of four homes [Shirlene Peacock (Contingent upon a change order to reduce the overall bid price to below budget), Alice Boykin, Lillie Kirby, and Ester Draughan (Contingent upon North Carolina Housing Finance Agency providing additional funding)] in the ESFRLP20 Program to Thomas J. Holland as recommended by The Adams Company.

Award of Bid for Reconstruction/Rehabilitation of Two Homes in the CDBG-NR Program Chairman Kivett called again upon David Clack who informed the Board that the County advertised for bids for the reconstruction/rehabilitation of two homes in the Community Development Block Grant – Neighborhood Revitalization Program on February 18, 2023. These bids were opened and read aloud on March 6, 2023. The Adams Company found Finesse Builders, Inc. to be the lowest responsive bidder for Contract Suzie Cooper. Upon a

motion by Chairman Kivett and seconded by Commissioner Godwin, the Board voted unanimously to award the bid for Contract Suzie Cooper to Finesse Builders, Inc. (Owner Ginger Carter) at the bid price of \$164,960. There were no bids submitted for Contract James Fryar. The Board agreed to re-advertise for bidding using different methods with the goal of acquiring a minimum of two bids as recommended by The Adams Company.

Award of Bid for Roseboro Water Main Extension Project Chairman Kivett called upon David Ross with Dewberry Engineers who provided the Board with information on the Roseboro Water Main Extension Project. Mr. Ross explained that bids were opened and read aloud on March 2, 2023, and that one bidder (Herring-Rivenbark) came in under budget. Mr. Ross added that this project is entirely funded by SCIF funds. Upon a motion by Vice Chairperson Lee and seconded by Commissioner Godwin, the Board voted unanimously to adopt a resolution awarding the bid for the Roseboro Water Main Extension Project to the lowest responsive, responsible bidder, Herring-Rivenbark, and authorizing the County Manager to execute a contract for the construction of the water main extensions at a total price of \$986,538.76. (Copy filed in Inc. Minute Book ____, Page ____.) Following this bid award, Mr. Causey took a moment to introduce the Board to Interim Public Works Director Mark Turlington. Mr. Turlington has been with Sampson County for almost ten years and has assumed the role of Interim Director of the Public Works Department following the departure of the previous director, Lin Reynolds.

Item 3: Consent Agenda

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

- a. Approved the minutes of the February 6, 2023 Board meeting (Copy filed in Inc. Minute Book ____, Page ____.)
- b. Authorized the execution of the EMS Clinical Internship Agreement between the County and Sampson Community College
- c. Approved the new rate schedule for Sampson County Expo Center
- d. Authorized a surplus vehicle transfer to Autryville Volunteer Fire Department
- e. Approved the budget amendments as submitted

<u>EXPENDITURE</u>		Aging		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
02558710	526200	Adult Day Center Department Supplies	\$285.	

<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
02035871	408401	Adult Day Center Donations	\$285.	

<u>EXPENDITURE</u>		Emergency Management		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243300	554000	Capital Outlay – Vehicles	\$35,330.	

REVENUE

<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034330	408402	Donations	\$35,330.	
<u>EXPENDITURE</u>		Expo Center		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
62998610	544008	Contracted Services – Other	\$6,000.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
62939861	408903	Services Other - Revenue	\$6,000.	
<u>EXPENDITURE</u>		Animal Shelter		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243800	523900	Medical Supplies	\$1,500.	
11243800	526200	Departmental Supplies	\$1,895.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034380	408401	Donations	\$3,395.	
<u>EXPENDITURE</u>		Health Department – Communicable Disease		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551250	519900	Other Professional Services	\$2035.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535125	404000	State Assistance	\$2035.	
<u>EXPENDITURE</u>		Health Department - WIC		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
12551670	544000	Contract Services	\$23,406.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
12535167	404000	State Assistance	\$23,406.	
<u>EXPENDITURE</u>		Soil and Water		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
28349610	526201	Department Supplies and Equipment	\$1,500.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
28334961	403609	State-District Matching Funds	\$1,500.	
<u>EXPENDITURE</u>		Emergency Management		
<u>Code Number</u>		<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243700	526201	Department Supplies and Equipment	\$4,444.	
<u>REVENUE</u>				
<u>Code Number</u>		<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034330	408402	Donations	\$4,444.	

f. Approved the tax refunds and releases as submitted

#10123	Jimmie Sanders	\$416.25
#10097	Frederick Lynn Jewell	\$409.50
#10124	Arthur Wayne Cannady	\$325.68
#10120	David Mark Calcutt	\$205.51
#10118	Michael Gilmore	\$187.21
#10117	Tony Woo	\$225.68
#10112	James Player	\$790.42
#10114	Natalie Oliver	\$493.46
#10106	Mary Balance	\$204.92
Tax Release	Jonathan Peterson	\$241.85
Tax Release	Roxana Galarza	\$319.68
Tax Release	Brandon Keith Reams	\$174.51
Tax Release	John Lee	\$218.03
Tax Release	Shelby Jean Guy	\$205.83
Tax Release	Bryan Kimbro	\$823.72

Item 4: Consideration of Tax Appeal (Workout Anytime)

Chairman Kivett stated that assessments and billings have been issued as a result of business personal property compliance reviews. Workout Anytime requested an adjustment of the penalties applied to its account, pursuant to North Carolina General Statutes, for failure to timely list their business personal property. The total penalty on the account amounted to \$6,079.42. Upon a motion by Chairman Kivett and seconded by Commissioner McLamb the Board voted unanimously to waive ½ of the penalty on this appeal.

Item 5: County Manager’s Report

County Manager Ed Causey informed the Board that there are a lot of contracts and a lot of work being done in the County that would not be possible without the funding help of our legislators. He stated that there is close to \$30 million currently being used for projects relating to water and infrastructure. He also reminded the Board that rather than adjourning this meeting, the Board should recess to reconvene on April 3, 2023, at 4:00 pm at the Sampson County Cooperative Extension office for their annual presentation and dinner prior to the regularly scheduled monthly meeting.

Item 7: Public Comment Period

Following a brief overview of Public Comment Policies and Procedures by Clerk to the Board Stephanie Shannon, Chairman Kivett opened the floor for public comments. The following were received:

Elaine F. Hunt, 7171 Old Warsaw Road, Turkey, NC – “First, I want to applaud you all for what you did for the people in Ivanhoe. I know you have a long ways to go on that project, but still, I thank God for what you’ve done thus far, and I know there’s a proverb that says “out of sight, out of mind,” and so I’m sure none of you all have thought about me and my coming since I

came last. But our problem still exists. We still have rusty water, and we're still seeking help from you all regarding our rusty water on Old Warsaw Road, in the vicinity of 7171 Old Warsaw Road. You have County water at a certain point, but where I stay, along with others, we do not have the County water and we need County water. We can't drink our water like I'm sure you all can and we're requesting that you all look into the matter that we've brought before you this evening and in days gone past. I realize that we don't have the number of houses that you stated we needed to have, but we can't help that we don't have the houses and there are exceptions made each and every day and we're asking you all to make some exceptions when it comes to the requirement of the number of houses and to help us out because we need help. We need quality water to drink like everybody else and I think we deserve it. I know the policy you all have that I read was outdated, and revisions I asked that you look at your policy that was given to me I think by Mr. Reynolds. And just help the people on Old Warsaw Road out with our water. I thank you for your consideration in this matter, and I thank you for listening to me at this time. Thank you."

Almond F. Butler, 1265 Nathan Dudley Road, Clinton, NC - "My problem is the same as hers. I signed up for water whenever the project was first started. We've been living at Dudley Road since 1979. We decided to sell some land, we got a contractor, he told us that once he built the houses he was going to run water down. He come back and said he can't afford to and put wells down. I have about six neighbors and their water is the same as mine: so much iron in it you can't drink it. That's why we're here. To see what the County can do to help us. He ran a temporary line and it's only about 1,200 feet from where we are, but it's going to take at least 1,500 feet to cover everybody. We just hope and pray that in a short time we can have some County water. I have the list here with everybody's name on it that signed it. I don't know who wants it to who I turn it in to, but this is all I have."

Chairman's Budget Comments

Following the public comment period, Chairman Kivett made the following statement regarding budget preparation and misinformation:

"As we begin March, we are now in the budget process. It is important for everyone to understand our strengths as well as concerns as we move forward. There are two positives that come to mind. First, we received a very positive audit that indicates sound fiscal policy and a reasonable fund balance. However, the audit does not specifically address future cash flows. Second, the county has and is making an investment in economic development. This may cause questions in the short term. However, the Board has a responsibility to plan as much as possible for the long term while considering our many short-term needs.

By State law the County is required to develop, enact, and adhere to a budget every year. As we start our budget deliberations, we need to be mindful of our circumstances to ensure that our short-term decisions are consistent with both the short and long term needs of the county. First, our tax rate is one of the highest in the State. Without question, we will need additional revenue. To the extent possible, we need to look for alternative ways to increase revenue without significantly affecting the tax rate. This thought assumes that we will minimize increases in operating expenses.

Today, we are living in unprecedented times. COVID has changed our lives in more ways than we ever imagined. The medical side was extreme enough, but I fear that the economical impact is going to affect every aspect of our lives for many years to come. Inflation is at a forty-year high and at a magnitude never seen in our lifetime. Our federal government's concept of free spending and operating without a balanced budget is not a sound concept to govern. This is also not an option for local county governments, by law.

Last year, our projected tax base increased by approximately \$10,000,000. This increase was not enough to sustain our increased cost of operations. This Board reduced the recommended budget by approximately \$2,500,000. Over \$1,000,000 was cut by deferring deposits into a variety of reserve accounts that are needed for the long-term maintenance of our facilities. We cannot defer these types of deposits on a regular basis. On the positive side, we have projected increases in sales taxes over the last several years. As the amount of Federal money injected into the system declines, we are concerned that we may not be able to project continued significant increases in sales tax.

We are also concerned about inflation and other supply chain issues. On a monthly basis, our county expenditures on electricity, gas and other utilities are concerning. These costs are increasing for county government in the same manner that individual homeowners and businesses are facing. Like private business and residential homeowners, we have the same level of revenue shortages that must be resolved. Medicaid Transformation is underway. It is also quite possible that our revenues for transportation will not increase significantly and quite possibly show some decline.

Medicaid Expansion is currently being considered by the NC Legislature and will most likely pass. Even though the federal government is projected to cover the costs, we know from experience that eventually the State will have to share in the burden which always trickles down in the end to the County. Our feasibility study predicts that our county will have considerable costs on top of our current annual budget of \$6 million for this department alone. My fear is that this expense will require tax increases.

Our employees are our most valuable resource. Much has been said about the financial challenges faced by our employees during the pandemic and during this period of high inflation. We are quite proud of what has been accomplished. In the last eighteen months all county employees have received approximately fifteen percent increases in their salaries (12.5% increase plus a 2.1% bonus) with Detention Officers receiving twenty percent (17.5% plus 2.1% bonus). At the same time, we recognize that many of our departments are facing significant vacancies, however, the available workforce is almost non-existent. The shortage of employees is not unique to Sampson County but is prevalent nationwide. Many of the vacancy challenges can be attributed to our inability to keep up with market conditions for salaries. This is why the Board has voted to complete the market study. The market study also demonstrates the Board's commitment to all employees. There will be a cost associated with the implementation of the market study. We are committed to meeting these needs and it has always been considered a top priority contrary to social media's constant barrage of misinformation.

We want to commend our County Manager, Ed Causey, and staff, for their tireless efforts in accommodating the wishes of the Board of Commissioners. In the six plus years that I have

served on the Board, I have found county management to be professional, open minded, and receptive to any and all of our recommendations. Another misconception is that this is the County Manager's budget, it is not...it is the budget that this Board scrutinized, adjusted, and approved after hours of deliberation.

Everyone on this Board is a product of Sampson County of which we are all proud. We serve as Commissioners not for financial gain but to offer our services to the County in which we grew up and love. We believe the long-term future for Sampson County will be quite positive if we work together to accomplish these goals. It will behoove us to move forward in a thoughtful and deliberate fashion."

Recess to Reconvene

Upon a motion made by Vice Chairperson Lee and seconded by Chairman Kivett, the Board voted unanimously to Recess to Reconvene at 4:00 pm on Monday, April 3, 2023, at the Sampson County Cooperative Extension Office, 55 Agriculture Place, Clinton, NC.

R. Jerol Kivett, Chairman

Stephanie P. Shannon, Clerk to the Board

SAMPSON COUNTY
DEPARTMENT OF SOCIAL SERVICES
POST OFFICE BOX 1105
CLINTON, NORTH CAROLINA 28329

360 COUNTY COMPLEX RD
SUITE 100

Director
Lynn S. Fields

TELE: (910) 592-7131
FAX: (910) 592-3763

March 14, 2023

To: Ed Causey
Sampson County Commissioners

From: Lynn Fields

Re: Sampson County DSS Advisory Committee

In April 2018, the Sampson County Board of Commissioners assumed direct control of the Board of Social Services and established the Advisory Board to provide feedback to the commissioners on social conditions needs within the community. Over the past year, I have participated in multiple meetings with Kristi Nickodem, Assistant Professor of Public Law and Government at UNC Chapel Hill, in which she discussed various types of boards associated with Departments of Social Services and the responsibilities of those boards. Based on the information received, it appears that the committee established for the Department of Social Services is more aligned with a resource committee rather than an advisory committee.

After discussion at our January 2023 meeting, the Advisory Committee members present agreed that based on the current role of the committee, a name change would be beneficial in order to be more representative of the current purpose of the committee. On behalf of the Advisory Committee, I am requesting that the name of the current Department of Social Services Advisory Committee be changed to Department of Social Services Resource Committee. This name is more representative of the role of the committee as the members serve to identify resources available as well as those needed within the county.

Thank you in advance for your consideration to this request.

SAMPSON COUNTY
DEPARTMENT OF SOCIAL SERVICES
POST OFFICE BOX 1105
CLINTON, NORTH CAROLINA 28329

Director
Lynn S. Fields

360 COUNTY COMPLEX RD
SUITE 100

TELE: (910) 592-7131
FAX: (910) 592-4297

Sampson County Department of Social Services
CASH MANAGEMENT and SEGREGATION of DUTIES POLICY

Effective as of April 1, 2012

Revised: March 1, 2023

I. Purpose of Policy

The objective of this policy is to set forth procedures for handling all funds received by the Department of Social Services.

II. Payment/Donation Sources

This policy includes, but may not be limited to, funds received for/via the following sources: Program Integrity, Donations, Trust Checks, Returned Cash Assistance Payments, Copy Fees, Adoption Services Fees, Gift Cards and Child Support. Funds received can be in the form of cash, money order, gift card, credit card or personal/certified check.

III. Payment/Donation Procedures (Non-Child Support)

- A. As an employee encounters any individual with a need to make a payment/donation, they will refer the person to the **Child Support Reception** window. The Child Support Processing Assistant IV, or the next authorized staff person, will process the payment. Unless there is an authorized exception, no other employees are to accept payments and/or donations.

Staff authorized to accept and receipt payments/donations: Anita Brown, Child Support Receptionist/PA IV; Karol Sampson, HS Evaluator; Alice Young, Admin Assistant-HR/Clerical.

- B. All funds received in the agency must be locked in the designated file drawer until taken for daily deposit to the Sampson County Finance Office. If funds are received after the daily deposit has been made, "**After Deposit**" must be written on all copies of the receipt and the payment will be held for the next day's deposit.

- C. For Receivables by Mail:

1. The Processing Assistant IV (Clerical Unit) picks up all mail received through USPS. The Processing Assistant delivers all mail to the Admin Assistant-HR/Clerical for scanning and distribution. The Admin Assistant-HR/Clerical will deliver all payments to the Child Support Processing Assistant IV (or designee) who will log all checks or cash received via USPS onto the "Daily Cash Log" in the **Deposit Only** binder; noting date received, check number or "cash", the amount whom the payment is received from and to whom the payment is forwarded. Payments are placed in the respective bank bag. The bank bag is placed in the designated file drawer and locked.

2. Additional procedures (for certain payments/donations) are as follows:

a. Trust Deposits

The Child Support Processing Assistant IV (or designee) logs the payment in the **Mail In** notebook. No receipt is written. The payment and a copy of the log are placed in the bank bag. The Administrative Assistant IV or the Business Officer will complete a trust deposit breakdown to be submitted to Finance with the yellow receipt copies. A copy of the breakdown is emailed to the Services Program Managers and Services Support worker.

b. Program Integrity

The Child Support Processing Assistant IV (designee) writes a handwritten, pre-numbered receipt from a Sampson County Finance Office issued receipt book. The Program Integrity Unit's staff retrieves the white copy of the receipt to mail to the debtor, yellow copy forwarded to the SC Finance Office with the daily deposit and the pink copy remains in the receipt book. The Program Integrity staff member will make a photocopy of the white copy of the receipt for the Program Integrity file.

c. Disability Determination Reimbursement

For Disability Determination Services reimbursement checks from NC DHHS-DHB, the Child Support Processing Assistant IV (designee) logs the payment in the **Mail In** notebook. No receipt is written. Checks are placed in the bank bag for deposit.

d. Christmas Cheer

The Child Support Processing Assistant IV (designee) writes a handwritten, pre-numbered receipt from a Sampson County Finance Office issued receipt book. The white copy is given to the donor or mailed by Social Work staff, yellow copy goes in the bank bag with the funds and the pink copy remains in the receipt book. The Processing Assistant IV makes copies of all receipts and checks for the Business Officer.

e. Gift Card Donations

The Child Support Processing Assistant IV (designee) writes a handwritten, pre-numbered receipt from a Sampson County Finance Office issued receipt book marked "**Gift Cards Only**". The white copy is given to the donor or is mailed by Social Work staff, yellow copy goes to the designated program person (SWS Tracey Odom) and the pink copy remains in the receipt book. The Processing Assistant IV makes copies of all receipts to give to the Business Officer along with the gift cards to be secured in the agency safe.

f. Returned Cash Assistance Payments

Child Support Processing Assistant IV (designee) maintains a log of all cash assistance checks (Special Assistance, Work First, etc.) returned by the USPS and locks these checks in a designated file drawer. The Child Support Processing Assistant IV (designee) notifies the proper supervisor/worker of the receipt of these returned checks. The Supervisor/Worker signs the log when the check(s) is retrieved and documents the log stating the disposition of the check(s).

EBT cards returned to the agency will be handled by the Clerical Unit as follows: Clerical staff maintains a log of all cash assistance EBT cards returned by the USPS and locks these cards in a designated file drawer. The Clerical staff member notifies the proper supervisor/worker of the receipt of these returned cards. The Supervisor (designee) notifies the client that the agency has the card. When the client comes in, they are routed to the Front Desk Receptionist. The client must show a picture ID and sign the log before receiving the EBT card from a staff member.

D. For Receivables from Walk-Ins:

All individuals requesting to make a payment/donation are to be routed to the Child Support Reception window where the Processing Assistant IV (designee) will accept the payment, and provide the individual with a handwritten, pre-numbered receipt from a Sampson County Finance Office issued receipt book. The white copy is given to the payer, yellow copy forwarded to the SC Finance Office with the daily deposit and the pink copy remains in the receipt book. The Child Support Processing Assistant IV will make a photocopy of the white copy of the receipt for the Program Integrity unit and place the copy in the Program Integrity drop box.

1. Payments or donations retrieved from the drop-box must be immediately forwarded to the Child Support Processing Assistant IV to be handled as described in III C. above.
2. Additional procedures (for **Christmas Cheer**) are as follows: The Child Support Processing Assistant IV (designee) writes a handwritten, pre-numbered receipt from a Sampson County Finance Office issued receipt book marked **Walk In**. The white copy is given/mailed to the donor, the yellow copy goes in the bank bag with the funds and the pink copy remains in the receipt book. The Processing Assistant IV makes copies of all receipts and checks for the Business Officer.

IV. **Payment/Donation Procedures (Child Support)**

A. The Child Support Unit receipts in payments for:

- Application Fees,
- Legal Fees/Court Cost, and
- Paternity Testing Fees

B. Fees may be collected by walk-in or mail-in.

C. Walk-In Payments

Child Support customers see the Child Support Agent handling their case when they visit the Agency. The Agent determines all fees for application, legal services and paternity testing. Once a fee is determined, the Agent escorts the customer to the Child Support Processing Assistant IV (designee). The Child Support Processing Assistant IV (designee) completes a handwritten, pre-numbered receipt from a Sampson County Finance Office issued receipt book. The white copy of the receipt is given to the payer, yellow copy forwarded to the SC Finance Office with the daily deposit and the pink copy remains in the receipt book. The Child Support Processing Assistant IV makes a photocopy of the receipt and forwards to the assigned Child Support Agent. The funds are then secured in a designated locked file drawer.

D. Other Payments

Occasionally, the Agency may receive a check from an insurance company, made payable to the *Sampson County Clerk of Court*, for payment to satisfy a lien in place against a non-custodial parent (to be applied toward child support arrearages). When this occurs, the check must be logged in the Child Support **Log Book** by the Child Support Processing Assistant IV, and immediately given to a Child Support Supervisor. The check is then secured in the Agency vault until the next scheduled court date, at which time the check will be presented in court by the Agency for receipt by the Sampson County Clerk of Court's Office. The Child Support Supervisor will document in the **Log Book** the date the check was removed from the Agency vault and taken to court.

- E. On occasion, the Child Support Unit may receive a payment from an obligor intended for his/her "court ordered child support payment". NCGS § 110-139(f) which became effective October 1, 1999 directs that all CSE and Non-CSE child support payments are to be paid to the North Carolina Child Support Centralized Collections Operation (NCCSCC). The Agency cannot receipt in any payments for court ordered child support. Should such a payment be received, the payment is to be logged in the **Log Book** by the Child Support Processing Assistant IV and not receipted in for deposit. The Child Support Processing Assistant IV returns the payment to the sender on the same date it is received with a cover letter explaining why the payment cannot be receipted in by the Agency, and documents this action in the **Log Book**.
- F. The Agency may also receive a check or money order in the mail made payable to *NC Centralized Collections*. Such payments are to be logged in the **Log Book** by the Child Support Processing Assistant IV and not receipted in for deposit. Said payment is returned to sender on the same date it is received with a cover letter explaining why the payment cannot be receipted in by the Agency and document this action in the **Log Book**.

V. Deposits

A. Non-Child Support:

Each day, around 3:15 pm, the Accounting Technician IV removes the bank bag from the locked file drawer and prepares the DSS daily deposit form. The Accounting Technician IV must total all payments by account breakdown and by source on the deposit form. **Total by account number and the total by type must balance.** For Trust deposits, the Accounting Technician IV or Business Officer will enter all trust deposits onto a Trust deposit breakdown form. The Trust breakdown is submitted with the deposits and a copy of the **Mail In** logsheet/yellow receipt copies. A copy of the Trust breakdown is emailed to the Deputy Director, Services Program Managers, Services Support staff. All funds, the deposit form and all copies of the daily receipts log are placed in the bank bags and secured until released to the Medicaid Transportation Processing Assistant IV to take to the County Finance Office.

B. Child Support:

Each day, around 3:15 pm, the Accounting Technician IV removes all funds from the locked designated file drawer and prepares the Child Support Daily Receipt Summary. Each payment is listed individually by type on the deposit form, noting **receipt number, case client(s) name(s), IV-D case number and amount paid**. All funds, the deposit form and yellow copies of the daily receipts are placed in the bank bag and secured until released to the Medicaid Transportation Processing Assistant IV to take to the County Finance Office.

- C. Each workday the Medicaid Transportation Processing Assistant IV collects the bank bags (as addressed in V., A.-B. above) and delivers them to the Sampson County Finance Office. A County Finance Office staff member then completes a handwritten, pre-numbered receipt for each of the deposits. The receipt from the Sampson County Finance Office is placed into the respective bank bag(s), brought back to the agency to the Accounting Technician IV who shall match the Sampson County Finance Office deposit receipt to the DSS/Child Support/Trust daily deposit forms, and then file in the designated notebooks.

VI. **Refund Policy**

A. Program Integrity:

The following procedure is to be followed when a Program Integrity payment is received which results in a refund to a debtor.

1. Program Integrity payment receipts are obtained from the Accounting Unit's Processing Assistant IV by the Program Integrity Supervisor or Investigator, and are entered into NCFAST.

If the amount of the payment is more than the claim balance, this results in an overpayment of the claim, and a refund due to the debtor;

2. The Program Integrity Supervisor or PI Investigator mails the debtor a receipt, a letter notifying them that they are due a refund, and the amount of the refund;
3. The Program Integrity Supervisor or PI Investigator completes a Vendor Registration/Change Form (if applicable), attaches copies of the refund notification letter to the debtor and the payment receipt. This information is forwarded to the DSS Accounting Technician IV.
4. Upon receipt of the information in 3. above, the DSS Accounting Technician IV completes a check request form for the amount to be refunded, attaches the information stated in 3. above and takes them to the Sampson County Finance Office;
5. The Sampson County Finance Office prepares and mails the check to the payee.

B. Child Support:

In the event that it is discovered that any fees collected by the Child Support Unit are collected in error, or that an excess payment for fees has been received, the following outlined procedures must be followed to ensure a refund is issued:

1. The responsible agent, supervisor or other Child Support personnel will document the case file to record the reason or need for the refund;
2. The responsible agent will review the case and complete a Vendor Registration/Change Form (if applicable). The agent then takes the Vendor Registration/Change Form to their Lead Worker to complete a Check Request Form;
3. The Lead Worker forwards the completed Vendor Registration/Change and Check Request Forms to the Child Support Supervisor;
4. The Child Support Supervisor reviews the Check Request Form, initials the form, maintains a "copy" of the completed Check Request Form in a notebook and forwards the original Check Request Form to the Sampson County DSS Accounting Unit;
5. The Sampson County DSS Accounting Technician IV then forwards the Check Request Form to the Sampson County Finance Office;
6. When the refund check is received from the Sampson County Finance Office, the Child Support Lead Worker makes a copy of the check and puts it in the notebook with the copy of the Check Request Form and notes on the copy that the refund check has been received;
7. The responsible agent then mails the refund check along with a cover letter to the individual whom is due the refund. Copies of both the cover letter and the check is maintained in the hard copy of the Child Support case file.

C. Other Monies Received In:

The following procedures outlined below must be followed when other monies are received in, that are not covered in A., B. and C. above:

1. The Accounting Unit's Processing Assistant IV will notify the Accounting Technician IV of the needed refund;
2. The Accounting Technician IV will complete a Vendor Registration/Change Form (**if needed**) and a Check Request Form, and forwards both forms to the Sampson County Finance Office;
3. The Sampson County Finance Office prepares and mails the refund check to the payee.

VII. VOIDED RECEIPTS.

Voided receipts must be dated, have "VOID" written on them, the reason for voiding the receipt, and be initialed by the person voiding the receipt. The white and yellow copies of the voided receipt must be removed from the receipt book and forwarded to the Sampson County Finance office along with the daily deposit, and the pink copy of the voided receipt left in the receipt book.

Sampson County Finance Office issued receipt books must be utilized in sequential order. All receipts must be handwritten in a pre-numbered Sampson County Finance Office issued receipt book. All receipts must filled out completely, to include the department name , date of receipt, name of person from whom payment is received, sum of the payment, what the payment is for, payment breakdown (amount of cash, amount of coin, amount of check, amount of credit card) and signature of the person completing the receipt.

In all receipt books, a line shall be drawn in red on the last pink receipt of the day's deposit, and written above that line the date taken for deposit to the Sampson County Finance Office, total amount of the deposit, and the receipt number from the Sampson County Finance Office.

Under no circumstance shall the pink copy of a receipt ever be removed/torn from a receipt book.

In addition to the above steps, current Agency procedures (as established for the various unit/program areas) are to be followed for required actions beyond the receipting and depositing of all fund sources as addressed in Part II (above) of this policy.

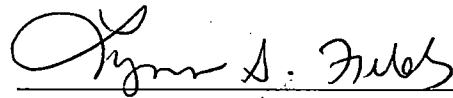
**VII. SAMPSON COUNTY DSS CASH MANAGEMENT and SEGREGATION of DUTIES
INTERNAL AUDIT PROCEDURES**

Sampson County DSS has had a Cash Management and Segregation of Duties Policy Audit Procedure since April 1, 2012. Sampson County DSS Program Evaluation Unit conducts a quarterly review of the SAMPSON COUNTY DSS CASH MANAGEMENT and SEGREGATION of DUTIES POLICY. Upon completion of this audit, the Evaluator prepares a written Finding's Report and schedules a Finding's Conference with the DSS Director, Deputy Director, Business Officer, Income Maintenance Program Administrator and Child Support Supervisor. During the Finding's Conference, the evaluator provides the written findings and their comments and recommendations.

In addition to the above steps, current Agency procedures (as established for the various unit/program areas) are to be followed for required actions beyond the receipting and depositing of all fund sources as addressed in Part II (above) of this policy.

The Sampson County Department of Social Services governing board has approved the above policy.

Jerol Kivett, Chair
Sampson County Board of Commissioners



Director

Date

March 22, 2023

Memo

To: Sampson County Board of Commissioners
From: Kelsey Edwards, Library Director
CC: Ed Causey, County Manager & Stephanie Shannon, Clerk to the Board
Date: March 22, 2023
Re: Request to Discard Items

I request that I be allowed to withdraw all items that have been weeded from the collections of the Sampson-Clinton Public Library System on the attached list due to disuse, damage, or out-of-date/inaccurate information.

I also request that the Board of Commissioners write off these titles and all items that have been donated to the library but not placed in the collection as of March 22, 2023. The library will dispose of all items per our Collection Development Policy.

Thank you.

Title	Barcode
100 questions & answers about cancer symptoms and cancer treatment side effects	810191000861915
10th anniversary /	810191000936595
15 minutes to your best self	810191000636175
16th seduction	810191001534174
3, 2, 1, liftoff!	810191001004436
365 fun, physical activities for toddlers and preschoolers	810191001187204
A Chipmunk family Christmas	810191000715527
A fairy ballet	810191000936185
A fairy frost	810191000986272
A fairy tale	810191000727332
A game of hide-and-seek	810191000733681
A kissing hand for Chester Raccoon	810191001315532
A pet for a princess	810191000803590
A season to wed	810191001451831
A snowy day in Bugland!	810191001119864
A tale of two sisters	810191001286436
ACOG guide to planning for pregnancy, birth, and beyond	810491000141651
ADD success stories :	810191000748531
Aaron has a lazy day	810191001417673
Abominable créature des neiges. English	810191001003462
After school rules	810491000152567
Ah-choo!	810491000116662
Akeelah and the bee	810191000574816
Almanac 2018	810600000019648
Amelia Bedelia chawks one up	810191001304703
Amelia Bedelia makes a friend	810191000986165
Angelina Ballerina (Television program)	810191000873080
Angelina has the hiccups!	810491000152939
Angelina's silly little sister	810191000567932
Anna's best friends	810191001250625
Anxiety and phobia workbook	810191000927014
Anxiety and phobia workbook	810491000085601
Apples :	810491000141776

Around the farm	810591000127047
Around town	810191000866891
Arthur Tricks the Tooth Fairy	810191000803652
Arthur Tricks the Tooth Fairy	810491000103704
Arthur in New York	810191000671775
Arthur loses a friend	810491000151866
Arthur's classroom fib	810191000580863
Arthur's reading race	810491000104017
Arthur, clean your room!	810491000077319
Arthur, clean your room!	810491000103825
At home in Mitford	810491000138441
Attention deficit disorder :	810191000577733
BURN-E the fix-it bot	810191000759439
Baby doctor	810191001167058
Baker, baker, cookie maker	810191000902933
Barbie :	810191000961190
Barbie and the secret door	810191001300644
Barbie dreamhouse adventures	810191001755669
Barbie in Rock 'n royals sing it out	810191001362145
Barbie, the pearl princes	810191001254991
Batman and friends	810191001083216
Batman versus the Riddler	810191001371360
Batman's Hero Files (DC Super Friends)	810191001317330
Beans Baker's best shot	810491000151901
Bear wants more	810491000115143
Because of Winn-Dixie	810491000096062
Being beautiful	810191000724080
Belly flop!	810191001153255
Best baby name book in the whole wide world	810191000748474
Best baby name book in the whole wide world	810491000145140
Beware the beast from below	810191000994811
Beyond ADD :	810191000748594
Big Nate (Comic strip)	810600000017043
Big Nate :	810191001339309

Big Nate :	810600000049512
Big Nate :	810600000049520
Big Nate makes the grade	810191001136130
Big Nate strikes again	810600000050423
Big book of transportation	810491000155074
Big egg	810191001409694
Bird's best friend	810191000754786
Biscuit is thankful	810191001239913
Biscuit plays ball	810191001099652
Biscuit's new trick	810191000323803
Blood Pressure Problem -- Hypertension: The Silent Killer Testing Your Pressure Different Blood Pressur	810191000581712
Blue Sky Studios Rio 2 Vacation in the wild	810191001263153
Bubble Guppies (Television program)	810191001263450
Builder Goose :	810191001188334
Butterfly & moth	810403648171015
Cabin fever	810191001108845
Camp Berry	810191001291690
Captain Underpants and the invasion of the incredibly naughty cafeteria ladies from outer space (and t	810191001667757
Care Bears :	810491000132345
Cars 2 (Motion picture)	810191001040703
Charlie & the chocolate factory	810191000655464
Chicken for a day	810491000097769
Chomp goes the alligator	810600000079428
Christmas	810191001327194
Christmas toys	810191001112482
Christy	810400125533015
Clashing views in human sexuality	810191000702863
Clean up, grumpy bunny	810191000548452
Colors	810191001403331
Columbus	810400118560011
Complete book of dragons	810191001454583
Complete guide to weddings in the real world	810491000096687
Count to ten	810600000029692
Cracking the SAT (2015)	810191001415395

Credit repair	810191000947422
Cure for lower back pain :	810191000769123
Curious George (Television program)	810191000669584
Curious George trick or treat!	810191000871550
Daniel Tiger's neighborhood (Television program)	810191001250993
Dark sky	810491000139479
Day of the diesels, the movie	810191001099834
Delivered from distraction :	810491000134975
Diabetes and you :	810191000973894
Diego saves a butterfly	810191001015298
Dinosaur field guide	810191001375362
Discovering dinosaurs	810191001315441
Disney Doc McStuffins	810191001146204
Disney Pixar Toy Story	810191001094863
Disney Sofia the First	810191001281923
Disney fairies	810191000917510
Disney learning	810191001147919
Donald takes a trip	810191001200301
Dora the Explorer (Television program)	810191000993213
Dora the Explorer (Television program)	810191001082868
Dora the Explorer (Television program)	810191001183893
Dora the Explorer (Television program)	810191001335134
Double-team!	810191001250922
Dragon (Television program)	810191001016530
Dragon egg	810191000594004
Draw 50 dinosaurs and other prehistoric animals	810400689636011
Draw 50 monsters, creeps, superheroes, demons, dragons, nerds, dirts, ghouls, giants, vampires, zomb	810491000114666
Dreamworks Shrek the third friends and foes	810191000563348
Dumbo (Motion picture : 1941)	810191001123497
Easter Egg Surprise	810491000134060
Easter is Here!	810191001152037
Eat away diabetes	810491000111786
Editor's Biography Fibromyalgia / Understanding Fibromyalgia Diagnosis Examination Causes of Pain in	810191000676874
Eight-week blood sugar diet	810191001466182

Elizabeth I	810191000574402
Eloise and the snowman	810191000774975
Eloise skates!	810191000746552
Emerging mind-thyroid connection: how a tiny endocrine gland intimately affects your mood, emotion:	810191000641193
Enigma	81060000014429
Escape clause	810191001495273
Fall leaves	810491000103890
Fancy Nancy and the too-loose tooth	810191001052823
Fancy Nancy at the museum	810191000695901
Fancy Nancy, poison ivy expert	810191000768315
Fire in the forest!	810191001076837
Fixing your computer :	810191001211908
Fluffy's 100th day of school	810491000092458
Focus	810191001353920
Follow those feet!	810191000997589
Friday the scaredy cat	810191000994837
Fun with Dick and Jane.	810491000153169
Getting Started with Your iCloud Account and Website Understanding iCloud Obtaining an iCloud Accou	810191001114037
Going bananas	810191000758233
Gridiron gang	810191001296302
Grow a pumpkin pie!	810491000103833
Guide to a healthy pregnancy	810491000126880
Guide to prescription drugs	810191000959525
Handbook of signs & symptoms.	810191000817009
Harry and his bucket full of dinosaurs (Television program)	810191000553761
Haunted Halloween Party.	810491000129812
Healing and preventing autism :	810191000751224
Health care	810191000758084
Hello, fire truck!	810491000128844
Hello, fish	810191000607534
Hello, school bus!	810491000126265
Henry and the elephant	810191000580694
Henry's bad day :	810491000152814
Here comes the snow	810491000097820

Heroes in action	810191001100177
Hog and Dog	810491000144092
Home health handbook	810191001044594
Honey Bunny's honey bear	810191000641368
How to do everything :	810191001094524
I am Ruby Bridges	810191000802125
I am Wonder Woman	810191001431981
I am fire	810491000045783
I am no turkey!	810191000784445
I can be...president	810191001110473
I can help :	810491000138793
I hate bullies!	810191000985874
I love Christmas!	810191000877195
I love Easter!	810191000907351
I love snow!	810191000600110
I spy a penguin	810491000142451
I spy a pumpkin	810491000152468
I want to be a ballerina	810491000145744
Icky bug shapes	810491000141825
If you're happy and you know it	810191001378810
In Style weddings	810491000144480
In the ocean	810191001460307
Inch and Roly make a wish	810191001113922
Introduction: Empowering People with Anxiety and Depression Power of Mood -- Thieves of Happiness	810491000127239
Introduction: What Crohn's Disease Is and Why It Matters Digestive System: How It Works Are You at R	810491000096654
Invisible	810191001281994
Iron Man 3 (Motion picture)	810191001176744
Iron Man : armored adventures (Television program)	810191000866557
Iron Man : armored adventures (Television program)	810191000917144
It is Saint Patrick's Day!	810491000121942
It's too windy!	810191000580756
Jesus loves me!	810191001663270
Johnny Appleseed	810491000141506
Just a little love	810191001243535

Kaplan NCLEX-RN strategies, practice, and review	810191000883406
Kiss the frog	810191000792533
Kisses for daddy	810191000812439
Koala Brothers (Television program)	810491000135782
Learn to Draw Donald and Daisy	810491000056765
Learn to draw Goofy and Pluto.	810491000056889
Learn to draw Uncle Scrooge, Huey, Dewey and Louie.	810491000056826
Lionel in the fall	810191000560451
Little Blue Truck's Christmas	810600000051223
Little Witch learns to read	810491000117173
Little bee	810191001173900
Living beyond breast cancer	810191000805442
Look for the Lorax	810191001103375
Lost in the snow	810491000153177
Lucky School Bus	810191000985662
Magic tree house collection #1, Books 1-4	810191000655335
Man of Steel (Motion picture)	810191001183822
Many mice of Mr. Brice	810191001377152
Marley & me :	810191000729311
Marley :	810191001060066
Marvel super hero squad	810191001183695
Mary & the Empty Tomb	810491000133913
Max & Ruby (Television program)	810191000784932
Max and Ruby's show-and-tell	810491000152575
Max has a fish	810191001107773
Medieval adventures :	810191000735343
Meet Teddy Rex!	810191001113708
Meet Tracker!	810600000026242
Merry Christmas	810600000079311
Microsoft Office 2010 for dummies	810191000883386
Microsoft Windows 7	810191000809077
Minding Frankie	810191000920662
Mixing Supplements, Drugs, and Food Nutrients -- Vitamins Minerals Fatty Acids Amino Acids Herbs Otl	810191000725253
Moms are the best!	810191001286895

Monkey play	810191001112411
Monkeys.	810191001034029
My giant tractor	810191001403414
My happy pumpkin :	810191000650666
My hero	810191000729341
Natural supplements for diabetes :	810191000644193
Never fear cancer again :	810191000981891
New eight week cholesterol cure	810491000105673
No kisses, please!	810191000727209
No kisses, please!	810191001377679
No new pets!	810191000892803
Noodles the puppy	810191000687954
Official SAT Study Guide (2016 Edition)	810191001489853
Olivia (Television program)	810191001112789
On the farm	810191000866771
One snowy day	810491000061940
Opposites with polar animals	810191000650369
Origins of marvel comics	810191000944973
Overcoming complications of LASIK and other eye surgeries	810191000861501
PAW patrol (Television program)	810191001549320
Pet Parade.	810191001220248
Petting zoo.	810191001194981
Pirate Mom	810491000150309
Pokemon Comic Reader #2: Wrath of the Legends.	810191001166012
Pokémon :	810191001165085
Pokémon deluxe essential handbook :	810191001617455
Pregnancy and childbirth	810491000114525
Pregnancy and childbirth	810491000123948
Puss in Boots	810191000666197
Quick Chick	810491000097751
Rafi and Rosi	810191000506372
Reptiles and Amphibians	810491000113535
Restart	810600000050910
Robo-Rabbit Boy, go!	810591000125781

Rudolph the red-nosed reindeer	810191000785667
School day!	810191001103436
Scooby-Doo!	810191000592834
Sealed with a kiss	810491000144783
Seeds grow!	810491000087174
Seven minute back pain solution	810191001026620
Seven pillars of health	810191000555915
Sex, lies, and serious money	810191001504911
Shampoodle	810191000792588
Show me the bunny!	810191001015425
Sisters	810191001340786
Sleepover	810191000750531
Sleepover	810191001096964
Snake :	810191001542192
Spider-man versus Electro	810191000767821
Spider-man versus the Vulture	810191000765395
Splat the cat :	810191001262973
Springtime in Bugland!	810191001017815
Star Wars, Tatooine adventures	810191000923260
Stop the Thyroid Madness II: How Thyroid Experts Are Challenging Ineffective Treatments and Improviri	810191001341820
Stopping ADHD :	810491000129561
Super soap	810191001200175
Surprise for a princess	810191000775026
Tell me what to eat if I have diabetes :	810491000081956
The Christmas penguin	810191000775141
The Cornwalls are gone	810191001628520
The Easter egg hunt	810191000547752
The South Beach diet :	810191000654375
The Stranger	810191001418020
The beach house	810491000106704
The big bug dug	810491000151018
The complete guide to digestive health :	810191000789048
The feeling good handbook	810191000906270
The fire station	810191001103238

The great fairy race	810191000669133
The koala king	810491000149386
The pumpkin patch	810491000142279
The scary night :	810191001009902
The son of Neptune	810191000962333
The stubborn pumpkin	810491000081063
The sun trail	810191001609603
The very best baby name book	810191001150320
The women's pill book :	810191001028084
Thomas and the jet engine	810191000733743
Thomas goes fishing	810491000135852
Three billy goats gruff	810391000118855
Tired trucks	810191001007155
Too many cats	810191000736099
Trains : a stunning visual history of railroads	810491000103150
Trucks	810191000962891
Turkey day	810191000872744
Twins in the park	810491000116844
Twisted prey	81060000042149
Type 2 diabetes for beginners	810491000141578
Ultimate Spider-Man	810391000141778
Vitamins, herbs, minerals & supplements	810491000085073
Wash Your Hands!	810191001094350
Weeds, Season 6	810191001288643
What shall I draw?	810491000114624
What to expect when you are expecting	810191000679972
What's bugging Bubbles?	810191000742356
Whispering rock	810191000607092
Why Do I Still Have Thyroid Symptoms? When My Lab Tests Are Normal: A Revolutionary Breakthrough	810191000797654
Wild Kratts	810191001610875
Windows 7 for seniors in easy steps for the over 50s	810191000808411
Windows 7 quicksteps	810191000801523
Windows 8 Tips, Tricks & Shortcuts in Easy Steps.	810191001160113
Windows 8 for Seniors in Easy Steps.	810191001146600

Winter	810191001216785
Winx Club, Volume 2: Secrets of Alfea.	810191001348265
Wizard of oz	810191000635832
Wizardology :	810491000143730
Yoda Bird's heroes	810191001196651
You--the owner's manual :	810491000138631
Your body :	810191000724502
iPad :	810191000888498
2nd 1/2	810191001476174
3rd degree :	810191000857902
3rd victim	810191001561721
4th of July	810191000725823
5 ingredients or less.	810191001660143
50 shades freed	810191001633675
7 habits of highly effective people	810191000342833
A Cinderella story :	810191001007691
A bridge across the ocean	810191001532938
A clearing in the wild :	810191000865731
A cold dark place	810191000759570
A deal made in Texas	810191001714065
A dream for a princess	810191001477387
A game of ghosts	810191001650649
A legacy of spies	810191001544842
A light in the wilderness	810191001306784
A likely story :	810191001400072
A love made new	810191001531894
A mistletoe kiss with the boss	810191001514585
A reluctant bride	810191001402180
A revelation in autumn	810191001189387
A sister's secret /	810191000637325
A time of love and tartan	810191001614265
A vow for always	810191001206404
A wanted man :	810191001738474
Above the Bay of Angels	810191001725301

Across the Río Bravo	810191001626571
All necessary force :	810191001024905
All that really matters	810191001768583
Always my girl	810191001651211
American duchess	810191001652280
Amish weddings	810191001514936
An Irish country courtship	810191000919909
An Irish country village	810191000657171
An unbroken heart :	810191001407040
And sometimes I wonder about you	810191001400139
Answered prayers	810191000621330
Aqua, volume 1	810191000661457
Artemis Fowl the arctic incident	810191000846491
Awkward	810191001821710
Bad blood	810191001109827
Badlands	810191001356403
Battle for Angel Island	810191001712395
Bearly departed	810191001651671
Best baby names for 2017 :	810191001527571
Best friends	810191001666569
Between us girls	810191001334079
Beyond the blue :	810191000497240
Beyond the night :	810191000931789
Billionaire's Mediterranean proposal	810191001627678
Billions of dollars in scholarships, grants and prizes	810191001625634
Billy Straight	810191000245342
Bittersweet bride	810191000596379
Blackberry winter	810191001248823
Blue jeans and coffee beans :	810191001689255
Body on Baker Street	810191001645662
Bossy boots	810191001773524
Bossy boots	810191001773607
Bossy boots	810191001773615
Bossy boots	810191001773623

Bringing Maggie home	810191001568954
Calder born, Calder bred	810402034973014
Can't stop believing :	810191001230888
Career of evil	810191001486982
Cars (Motion picture)	810191001715564
Cavendon Hall	810191001273946
Change of heart	810191001539921
Chao races & badnik bases	810191001882065
Charcoal Joe	810191001475861
Chasing down a dream	810191001541921
Chasing fireflies	810191001610530
Chasing sunsets	810191001418786
Chasing the North Star	810191001451641
Chemistry made simple.	810191000544934
Child of the river	810191001651663
Children playing before a statue of Hercules :	810191000496721
Cilka's journey	810191001688972
Citizen soldiers :	810191000207623
Claimed for the sheikh's shock son	810191001627713
Coffin road	810191001651191
Count down	810491000135998
Courting Ruth	810191001029033
Crazy 8s	810191000541732
Credible threat	810191001723180
Cupcake colors	810191001777473
Cupcake colors	810191001777480
Cupcake colors	810191001777593
Currant Creek Valley	810191001209148
Dangerous Passage.	810191001240600
Dark desires after dusk	810191001088960
Dark summer	810191000755652
Daughter of the regiment :	810191001402495
Daybreak	810191001169372
Dead man switch	810191001543604

Deadfall	810191001542975
Death dance	810491000150594
Desert heat	810191001188243
Dining with joy :	810191000933199
Dungeon critters	810191001743551
Eddie's story	810191001645624
Elementary, she read	810191001645992
Equalizer two	810191001622580
Every breath you take	810191001696694
Every last lie	810191001833517
Every time you go away	810191001574985
Exclusive	810591000028489
Extreme prey	810191001451360
Fallout!	810191001712381
Fever dream	810491000171939
Fifteen minutes	810191001240254
Finding Georgina	810191001561838
Food chain frenzy	810191000443007
Found art	810191001645969
Gimme shelter	810191001288296
Goodbye to yesterday	810191001511225
Goodnight June	810191001505034
Greek's baby of redemption	810191001684309
Hard knocks	810191001055187
Harp on the willow	810191001650904
Haunted	810191001541590
Heaven help Heidi	810191001419355
Helter skelter :	810191000754992
His brother's bride	810191000593598
His shock marriage in Greece	810191001665990
Home to Whiskey Creek [large print]	810191001240854
Hot on her heels	810191000857302
How to woo a reluctant lady	810191001022256
Hummingbird	810191000075222

Im Frühling sterben. English	810191001651183
In the cradle lies	810191001689403
In the cradle lies	810191001696015
Inherit the dead	810191001262584
Into the wilderness	810191000905868
Island girls	810191001208900
It had to be you	810191000923472
Journey	810191000423360
Journey's end	810491000171503
Judgment	810191001829872
Just fine with Caroline	810191001631304
Keeping time	810191000930322
Kentucky rich	810191000464504
Kentucky sunrise	810191000464492
Killing season	810191001548831
Kiss me	810191001406927
Kylie Jean Valentine queen	810191001251280
Last Spy Standing.	810191001021571
Learning	810191000967024
Left	810191001569142
Left behind II	810191001245982
Legacy	810191000870954
Let that be the reason	810191000914136
Lethal game	810191001736932
Letters from Peaceful Lane	810191001710603
Life guard	810191000508670
Life-changing foods	810191001505373
Lone witness	810191001684234
Long road to mercy	810191001657823
Love finds you in Sunset Beach, Hawaii	810191001055385
Love in bloom	810191000789085
Love's fresh start :	810191001735920
Magic	810191001469700
Magic hour	810191000523205

Map of the heart	810191001543782
Marrying Daisy Bellamy	810191000924151
McKnight in shining armor	810191001372193
Mexico mayhem	810191001342584
Microsoft Office 2013 quicksteps	810191001228094
Minding Molly	810191001298287
Miss Bingley requests	810191001614629
Mister Brooks	810191001186798
Mocking jay	810191001257164
Montana	810591000115604
Morning glory	810191001265091
Mountain homecoming	810191001240931
Murder games	810191001618430
NYPD Red 3	810191001418129
Never a bride :	810191000596612
Ninth girl	810191001209080
No place like home	810191001354770
Nonfiction alphabet readers :	810191001775956
Nonfiction alphabet readers :	810191001775964
Nonfiction alphabet readers :	810191001775972
Nonfiction alphabet readers :	810191001775985
Nonfiction alphabet readers :	810191001775993
Nonfiction alphabet readers :	810191001776007
Nonfiction alphabet readers :	810191001776015
Nonfiction alphabet readers :	810191001776023
Nonfiction alphabet readers :	810191001776061
Nonfiction alphabet readers :	810191001776079
Nonfiction alphabet readers :	810191001776086
Nonfiction alphabet readers :	810191001776094
Nonfiction alphabet readers :	810191001776106
Nonfiction alphabet readers :	810191001776114
Nonfiction alphabet readers :	810191001776122
Nonfiction alphabet readers :	810191001776130
Nonfiction alphabet readers :	810191001776152

Nonfiction alphabet readers :	810191001776160
Nonfiction alphabet readers :	810191001776213
Nonfiction alphabet readers :	810191001776221
Nonfiction alphabet readers :	810191001776235
Nonfiction alphabet readers :	810191001776243
Nonfiction alphabet readers :	810191001776251
Nonfiction alphabet readers :	810191001776269
Nonfiction alphabet readers :	810191001776277
Nothing simple	810591000122170
Of stillness and storm	810491000171468
On Lavender Lane :	810191001029439
One intrepid SEAL	810191001603771
Only killers and thieves	810600000047222
Over the fence	810591000126100
Pam's pizza	810191001700109
Pam's pizza	810191001700196
Pam's pizza	810191001700208
Peppa Pig (Television program)	810191001471350
Perfectly undone	810191001650863
Petals on the river	810591000048060
Practical magic	810191000120013
Princess	810600000047230
Pursued	810491000171765
Que Hacer Con Un Diagnostico de Cancer?: La Informacion Para Atender, Hacerse Cargo, Elegir Tratami	810191000836170
Ransom of the heart	810191001629368
Reckless love	810191001238329
Red alert	810600000041182
Red clocks	810191001651168
Resort to murder :	810191000344312
Restless heart	810191001240796
Reunited hearts	810191001723897
Revenge tour	810191001812864
Robo-Rabbit Boy, go!	810591000126080
Rocky Point promise	810191001723996

Rumor has it	810191001328732
Salting roses	810191000934552
Sam's letters to Jennifer	810491000132592
Same time next year	810191000818474
Sara's song	810191000220492
Savage son	810191001753191
Saving cicadas	810191000927250
Schindler's List	810191001197092
Secret world of the ninja	810191001699551
She's come undone	810191000359677
Shifting fog	810191000794240
Song of a captive bird	810191001650821
Southern lights	810191000865814
Stands a Calder man	810491000079774
Stardust	810104045254038
Starting a business :	810191001803346
Storm front	810191001645786
Stranger's bride	810191000562069
Summer Island :	810191000340275
Summer by the sea	810191001163965
Summer dance	810191001541848
Sunday kind of love	810191001476425
Sunrise crossing	810191001513391
Sweet Caroline :	810191000930372
Sweetwater Creek	810191000915981
Sweetwater gap	810191000924218
Swinging on a star	810191000934605
Take a chance on me	810191001262767
Target Alex Cross	810191001620642
Terminal city	810191001715021
The Amish bride	810191001409389
The Amish widow's secret	810600000029168
The Forbidden Door :	810191001602602
The Guest House.	810191001235433

The Labor Day challenge	810191001614294
The Memory of You	810191001535213
The Mercy Seat.	810191001257445
The Ravenscar dynasty	810191000793911
The Seafront Tearoom	810191001399784
The Spanish millionaire's runaway bride	810191001569134
The Texan's Forbidden Fiancee.	810191001333857
The Texas valentine twins	810191001528552
The Trailsman :Manitoba Marauders.	810191000329202
The Ultimate Sacrifice II: Love Is Pain.	810191001176413
The Wyoming kid	810591000120976
The affliction	81060000047107
The apple orchard	810191001207390
The beekeeper's ball	810191001337346
The beekeeper's daughter	810191001401670
The bomb maker	810191001554320
The brushstroke legacy :	810191000741621
The bull rider's valentine	810191001559250
The cabinet of curiosities	810191000634602
The cat of the baskervilles :	810191001645654
The choir director	810191000931673
The clockmaker's daughter	810591000124092
The coral thief	810191000810793
The curator's daughter	810191001781303
The devil's hand	810191001782753
The devil's triangle	810191001527715
The disappeared	810191000870619
The drifter	810191001544545
The ever after	810591000124112
The express bride	810191001710740
The fallen :	810191001651225
The family upstairs	810191001737063
The flower arrangement	810491000169666
The forbidden brother	810191001639656

The golden bride	810191001803094
The hardy breed	810191001099371
The healing jar	810191001666018
The heart between us	810191001561812
The high tide club	810591000126065
The holdout	810191001802439
The hope of spring	810191001165664
The horseman	810191001532904
The horsemaster's daughter	810191000687970
The house on Honeysuckle Lane	810191001502240
The ice house	810191001651875
The icing on the cake	810191001230461
The joy of falling	810191001798755
The key on the quilt :	810191001099396
The killing kind	810191000425415
The lake house	810191001402127
The last coyote	810191001019584
The loner	810191001337292
The long flight home	810191001666171
The loyal heart :	810191001531948
The marriage pact	810191001542961
The melody lingers on	810191001450407
The men of Bitter Creek	810391000140302
The merciless Travis Wilde	810191001226903
The midnight line :	810191001550894
The moonlight school	810191001756223
The murder house	810191001391376
The music box	810491000059605
The operator	810491000171715
The other girl	810191001552358
The perfect alibi	810191001629403
The perfect neighbors	810191001476280
The pieces of summer	810191001334694
The poet	810191000864018

The poet	810191001678973
The prayer box	810191001219113
The priority unit	810191001645695
The richest hill on earth	810191001054692
The secret life of Mac	810191001629425
The secret sister	810491000171681
The silence of winter	810191001171342
The switch	810591000128975
The taking	810191001354890
The tea girl of Hummingbird Lane	810191001528882
The theory of death :	810191001486883
The things they carried	810191001651233
The truth about Lord Stoneville	810191001021703
The unquiet grave	810191001547713
The wardrobe mistress	810191001650805
The widow of Wall Street	810491000172105
The wolf in winter :	810191001336041
The woman in the window	810191001818902
The wrangler	810191001132993
Their frontier family	810191001207204
This Calder range	810401856181016
This Calder sky	810401524250014
This road we traveled	810491000171442
This time next year	810191001768661
Three little pigs :	810191001481212
To trust a rancher	810191001568657
To wed a wild lord	810191001024786
Trouble don't last always	810191001088542
Twice in a lifetime	810191001355215
Twinky the dinky dog	810191001190615
Twisted Creek	810191000710232
Two sisters :	810191001309465
Unbroken	810191001048710
Under a Maui moon	810191000927143

Vampire, interrupted :	810191001370742
Volver	810191000940872
Waiting for Summer's return :	810391000155103
Walking on my grave	810191001569092
War room (Motion picture)	810191001600784
War room (Motion picture)	810191001605971
We hope for better things	810191001619731
Welcome back, animals	810191001774332
Welcome back, animals	810191001774354
Welcome back, animals	810191001774362
Welcome back, animals	810191001774370
Welcome back, animals	810191001774387
Welcome home, cowboy	810191001055314
Welcome to harmony	810191000923745
What makes a family	810191001651593
What you do not know	810191001570023
When lightning strikes	810191001240907
Who slays the wicked :	810591000124494
Willing to die	810191001740085
Without warning	810191001535221
Witness in heaven :	810191001334213
Wolf camp	810191001497504
Woman of God	810191001494005
Wonder Woman :	810191001413831
Zeg and the egg	810191001410597
10 pigs an epic bath adventure	810191001439584
A tale of dragons	810191001269742
A tale of two sisters	810191001286499
Adventures!	810191001387272
Almanac 2018	810191001807025
Arthur Christmas :	810191001042337
Barbie, life in the dreamhouse (Television program)	810191001305305
Bed of roses	810191001216284
Big Nate :	810191001104244

Boss Baby (Motion picture)	810191001535954
Can you see what I see? :	810191000700233
Captain Awesome and the Easter egg bandit	810191001415112
Captain Awesome takes a dive	810191001031003
Captain Awesome takes a dive	810191001036223
Captain Awesome to the rescue!	810191001028381
Captain Awesome versus Nacho Cheese Man	810191001028120
Captain Underpants Extra-Crunchy Book O'Fun #2, the All New.	810191001086899
Captain Underpants and the wrath of the wicked Wedgie Woman :	810191001097718
Case of the doughy creature	810191000754472
Daddy and me.	810191001629130
Despicable Me: The Junior Novel.	810191001357451
Disney princess little book of big ideas	810191001685584
Dog days	810191001485301
Don't be a jerk--it's Christmas	810191001222509
Dora's Christmas Star.	810191001220590
Dragon's roar -- Truth-seeker.	810191001097247
Escape from the Phantom Zone	810191000944642
F is for farm	810191001798953
Game of hearts	810191000915552
Give thanks for each day	810191001041371
Good Housekeeping Kids Bake	810191001806940
Hand on the wall if you look for murder, murder may find you	810191001768760
Happy Thanksgiving, Snoopy!	810191001603656
Happy birthday, Princess!	810191001286634
Hero school	810600000066984
Hot Dog	810191001286551
Kingdom of color	810191001286915
Let us go for a drive!	810191001320238
Meet the cast!	810600000068330
Molly the pony :	810191001095401
My Christmas List.	810191001232425
Ninja!	810191001292403
Paddington's prize picture	810191001671132

Peppa Pig (Television program)	810191001398749
Poor Puppy	810191000629070
Rocket's 100th day of school	810191001729150
Snow	810191000960192
Spectacular hair :	810191001102002
SpongeBob's kitchen mission cookbook.	810191000978555
Swift Walker :	810191001807732
Texas blood feud	810191000828522
The Berenstain Bears :	810191001523367
The new puppy	810191001167636
The night the lights went out on Christmas	810191001397271
The princess of pink slumber party	810191001018846
The spooky smells of Halloween	810391000142910
The story of the Easter Bunny	810191000930132
Touch & feel 123	810191001562472
Truth or dare	810191000947159
What is Thanksgiving?	810191001043943
Who was Albert Einstein?	810191001807124
Winter	810191000959794
2012 World Book yearbook	810191001022230
2014 Basketball Superstars.	810191001259135
50 Christmas things to make & do	810191000726350
60 super simple magic tricks	810291000124890
A day late and a dollar short	810191000701223
A guide to dinosaurs	810291000130933
Adding	810291000095547
Alien hunter	810191001342741
All about everything :	810191001277922
Allure of the game	810191000943341
Amelia Bedelia goes wild!	810191001268488
American Sign Language the easy way	810291000108159
Babymouse :	810191001316203
Babymouse :	810191001419363
Bad kitty gets a bath	810191001026196

Bad to the bone boxer	810191000898070
Battle of the Blue Lanterns	810191001086539
Beekeeping for dummies	810291000132091
Behold! :	810291000101181
Beware of the wolves	810191001189324
Big Nate strikes again	810191001099721
Big movie eggstravaganza	810191001471673
Black house :	810291000125512
Blast off!	810191001276065
Blue Sky Studios, Epic	810191001178715
Book scavenger	810191001537991
Brave new pond	810191001432421
Buffy the Vampire Slayer :	810291000141352
Captain Underpants and the perilous plot of Professor Poopypants :	810191000959252
Charlie Brown: pow!	810191001315785
Cherche et trouve géant à tous les étanges! English	810191001542630
Chicken soup for the soul :	810191000684904
Codependent no more :	810291000069426
Cole :	810191001100192
Dakota!	810191001216574
Daniel Tiger's neighborhood (Television program)	810600000079573
Dare to dream :	810191001096041
Decimals	810291000096462
Diane Goode's book of giants & little people	810291000062227
Did dinosaurs live in your backyard?	810291000089151
Dividing	810291000097056
Do not make a black woman take off her earrings	810291000168640
Do not open	810191001112148
Do not read this book before bed	810600000025228
Dogs	810291000158104
Dragon's roar -- Truth-seeker.	810191001097429
Draw 50 animals	810291000173145
Draw 50 athletes	810291000173278
Draw 50 boats, ships, trucks & trains	810291000173206

Draw 50 cats	810291000173483
Draw 50 dogs	810291000173131
Draw 50 holiday decorations	810291000173260
Draw 50 vehicles :	810291000173062
Ember's end	81060000045586
Escape from the Orange Lanterns	810191001086295
Escape from the Orange Lanterns	810191001086547
Essential Supplies and Tips 62 Step-by-Step Hairstyles -- Twirls and Curls Whirlwind of Braids Checkerbc	810191000623176
Fever	810391000152394
First base blues	810191001094680
Fractions	810291000096701
Girl, get your mind right! :	810191000916583
God does not make mistakes	810191001079434
Goosed!	810191000638344
Harry Potter and the Order of the Phoenix	810191001069120
History Suggestions and Tips for Easier Signing Hand Shapes Inflections Numbers Manual Alphabet Fam	810191000759562
Hometown Cinderella	810191001013940
Hooray for fish!	810291000159152
I can draw animals	810291000111727
If I Could Keep You Little.	810191001323725
In the time of dinosaurs	810291000028266
Invasion of the potty snatchers	810191000982386
Law for dummies	810291000157438
Legendary Journeys: Trains.	810191001103931
Lego ninjago :	810191001340083
Little Women.	810191001084947
Lost and found	810291000166752
Love	810191001323711
Making friends	810191001624404
Michael Jordan :	810291000005280
Miraculous 1	810191001640511
Money smart makeovers Porches, decks & patios	810191000669951
Multiplying	810291000096765
Murder games	810591000128523

My first book of Spanish words	810191000930546
My teacher sleeps in school	810202193570014
New "BEHOLD!" :	810291000129887
Ninth girl	810191001191890
Omega Ruby, Alpha Sapphire Volume 4	81060000010801
Peanuts	810191001335431
Phoebe and her unicorn. Selections	810191001682519
Pig takes a bath	810191001215576
Pirateology :	810291000171218
Plant vs. Zombies: Plant Your Path Junior Novel.	810191001427064
Pokemon Adventures, Vol. 27.	810191001415340
Pokémon XY, vol. 11	81060000010815
Pokémon XY, vol. 12	810191001545961
Pokémon adventures Ruby & Sapphire, vol. 15	810191001219808
Practical Cooking :	810291000128971
Pretty Guardian Sailor Moon Short Stories, Volume 1.	810191001351867
Ricky Ricotta's mighty robot vs. the mecha-monkeys from Mars :	810191000701096
Snapped	810191001136411
Sound off!	810191000674977
Space dumplings	810191001361725
Star Wars :	810191001224018
Stone cold	810191001190760
Subtracting	810291000097171
Sunny :	810291000002364
Sunny and the royal party	810191001224676
Sunny and the snowy surprise	810191001222281
Super Amoeba	810191001319398
Tales from a not-so-talented pop star	810191001408542
The Hunger Games	810191001426842
The Indian in the cupboard	810491000001502
The Storm in the Barn.	810191001350532
The World Book encyclopedia.	810291000174014
The World Book encyclopedia.	810291000174022
The World Book encyclopedia.	810291000174030

The World Book encyclopedia.	810291000174078
The World Book encyclopedia.	810291000174085
The World Book encyclopedia.	810291000174093
The World Book encyclopedia.	810291000174105
The World Book encyclopedia.	810291000174113
The World Book encyclopedia.	810291000174121
The World Book encyclopedia.	810291000174135
The World Book encyclopedia.	810291000174143
The World Book encyclopedia.	810291000174151
The World Book encyclopedia.	810291000174169
The World Book encyclopedia.	810291000174177
The World Book encyclopedia.	810291000174184
The World Book encyclopedia.	810291000174192
The World Book encyclopedia.	810291000174204
The World Book encyclopedia.	810291000174212
The World Book encyclopedia.	810291000174220
The World Book encyclopedia.	810291000174234
The World Book encyclopedia.	810291000174242
The World Book encyclopedia.	810291000174250
The complete book of hairstyling	810391000133386
The discovery of dragons	810291000054155
The healing herbs :	810291000024983
The maze of bones	810191000717242
The night before Christmas :	810291000079508
The pick of the litter	810191000638286
The pout-pout fish in the big-big dark	810191001408063
The punisher	810191000743916
The rough-face girl	810291000024554
Tinker Bell and Her Stories for a Rainy Day.	810191001028290
Tommysaurus rex	810191001351514
Twisted seduction	810191001069845
You are only old once	810202863730014
Zane: Ninja of Ice.	810191001078945
1 black cat	810191001805342

10 Fluffy Ducklings	810191001793910
101 bums	810191001750770
120 shortcut recipes for dinners, desserts, and more	810191001887015
A new friend for Sparkle	810191001693160
A tale of two sisters	810191001454989
A time for peace	810191000962002
A time to love	810191000886662
ABC jamboree	810191001558695
Accused	810191001240375
Am I yours?	81060000072427
Animobiles :	810191001633918
Another	810191001640681
As an oak tree grows	810191001897402
Autumn is here	810191001666874
Bad bye, good bye	810191001272162
Barks and Beeps :	810191001713231
Be brave, little penguin	810291000178372
Be my Valentine, Charlie Brown	810191000645071
Bear	810191001800368
Bear and Chicken	810191001551793
Beloved physician	810491000125035
Big Little Hippo	810191001694875
Big book of things that go	810600000012035
Big tractor	810191001328245
Biscuit loves Mother's Day	810191001265965
Black and blue	810191001680965
Blow fly	810491000126645
Blowing on dandelions :	810191001377607
Boy and his horse	810191001462333
Brave Squish Rabbit	810191001119955
Bye, Penguin!	810191001747351
Can somebody please scratch my back?	810600000052734
Chasing the white lion	810191001701674
Children make terrible pets	810191000882180

Chopsticks	810191001730441
Circle of love	810491000105722
Click, clack, moo :	810191001659240
Construction site mission :	810191001743895
Counting with a ladybug	810191001565020
Cow boy is not a cowboy	810191001745002
Crunch munch dinosaur lunch!	810191000855930
Curious comparisons :	810191001744913
Dinosaur rescue!	810191001236861
Dinosaurs Roar :	810191001720872
Disney	810191001764959
Disney Minnie Mouse	810191001482430
Disney Pixar Finding Dory	810191001463190
Dogzilla :	810191000699502
DreamWorks Trolls	8101000002007
Dudley's day at home	810191001717255
Eating up Gladys	810291000161851
Every bunny dance!	810191001520883
Expecting to die	810491000171293
Feast of peas	810191001717100
Follow the track, all the way back	810191001791894
Forever after	810191000996271
Freckleface Strawberry and the dodgeball bully	810191000782401
Fred and Ted's road trip	810191000971540
From Ed's to Ned's	810191001719151
Funny Valentine	810191001140032
Goldilocks and the three bears. English	810191001657831
Grandpa's tractor	810191001666901
Groovy Joe	810191001476144
Happy Easter, Little Critter	810191001633880
Happy Valentine's day, Mouse!	810191001129574
Hello Kitty, hello winter!	810191001222400
Hooray for St. Patrick's Day	810591000082500
How do dinosaurs stay safe?	810191001412958

How long is forever?	810191001717643
How to find an elephant	810191001897329
I am a baby	810191001639402
I am just a crab!	810191001572611
I am just right	810191001634772
I love you, funny bunny	810191001616237
If kids could drive	810191001765000
If you hold my hand	810191001107814
It is falling, falling!	810791000053270
Lake season	810191001684151
Let us find the mermaid	810191001711938
Little Burro	810191001224353
Little Ree	810191001532884
Look, there is a tractor!	810191001673625
Me and my fear	810191001612292
My little pony, pony life (Television program)	810191001899742
Night diver	810191001277572
Night night, Sleepytown	810191001573015
No jumping on the bed!	810191001030183
Noisy first words	810591000127399
Noisy things that go	810191001701062
Oh, look!	810191001544941
Once there was a bull--- frog	810191000637272
One more sunrise	810491000122585
Oscar and the cricket :	810191001518777
P is for princess :	810291000178011
P. D. Eastman's dog tales	810191001785476
Peppa Pig (Television program)	810191001612524
Peppa Pig (Television program)	810191001635443
Peppa Pig (Television program)	810191001663931
Peppa Pig and the I love you game.	810191001399192
Petunia the unlikely little church dog	810191001506933
Pig the Grub	810191001645091
Pignic	810191001627143

Pirasaurus!	810191001668882
Poe will not go	810191001613092
Pop-up peekaboo! space	810191001629793
Princess Pig	810191000771529
Red Riding Hood	810191000603213
Robinson	810600000023230
Ruby finds a Worry	810191001686913
Shh! We have a plan	810191001712183
Sierra Falls	810191001099333
Silly Tilly	810191000775923
Simpson's sheep just want to sleep!	810191001625598
Splish, splash, and blue	810191000594038
Sugar and snails	810191001897361
Sugar loves Valentine's day	810191001245030
Super sloth	810191001662420
Take me out to the pug game	810191001713405
The adventures of Wrong Man and Power Girl!	810600000054011
The alphabet's alphabet	810191001799745
The bad seed	810191001897410
The busy little squirrel	810191001897527
The case of the missing cake	810191001727650
The case of the missing cake	810191001805265
The construction crew	810191001009142
The cow loves cookies	810191000898145
The heart remembers	810491000130062
The reckoning	810191001608734
The very last castle	810600000076920
The wake up	810591000124514
There, there	810191001891250
This book is magic	810191001668043
This is the nest that Robin built :	810600000040573
Tool school	810600000040622
Tow Truck Joe	810191001687557
Tow truck Joe makes a splash	810191001765725

Tractor pop-up peekaboo!	810191001653354
Trick or Treasure?	810191001308130
Tyrannosaurus rex versus Edna, the very first chicken	810591000129642
Under the table	810191001710625
What Is St. Patrick's Day?	810191001140491
What do you do if you work at the zoo?	810191001722167
What kind of car does a T. Rex drive?	810591000124374
Whatever it takes	810191001688102
Where lilacs still bloom :	810191001082143
Wiggle, jiggle, sing & giggle	810191001700931
Wild about us!	810191001426727

RESOLUTION OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS

WHEREAS, N.C. Gen. Stat. §§ 153A-176 and 160A-272 authorize counties to enter into leases of one year or less upon resolution of the Board of Commissioners adopted at a regular meeting and further authorize the Board of Commissioners to delegate to the County Manager authority to lease or rent county property for terms of one year or less; and

WHEREAS, Lynn S. Carr (“Carr”) has requested that Sampson County lease unto Carr certain vacant real property located off of Industrial Drive in Clinton, North Carolina, being approximately 93.0 acres and a portion of Sampson County Parcel Nos. 12-0265560-02 and 12-0192880-05; and

WHEREAS, the Sampson County Board of Commissioners is convened in a regular meeting and wishes, subject to the terms and conditions of the Lease Agreement, to lease the above-described real property to Carr for a term of less than one year for a total rent of \$9,300.00;

NOW, THEREFORE, BE IT RESOLVED that the Sampson County Board of Commissioners approves the lease of county property described above and authorizes the Sampson County Manager to execute on behalf of Sampson County a Lease Agreement for the above-described real property.

ADOPTED, this the 3rd day of April, 2023.

R. JEROL KIVETT, Chairman,
Sampson County Board of Commissioners

ATTEST:

STEPHANIE P. SHANNON,
Clerk to the Sampson County Board of Commissioners

STATE OF NORTH CAROLINA

LEASE AGREEMENT

COUNTY OF SAMPSON

THIS LEASE AGREEMENT (“Agreement”) is made and entered into effective the 3rd day of April, 2023 by and between **SAMPSON COUNTY** (the “County”), a body corporate and politic and a political subdivision of the State of North Carolina with a principal office located at 406 County Complex Road, Building C, Clinton, North Carolina 28328, and **LYNN S. CARR** (“Carr”), a natural person whose address is 10415 Hobbton Highway, Clinton, North Carolina 28328. The County and Carr may be referred to at times herein individually as a “Party” and collectively as the “Parties.”

1. **Demise and Property.** The County leases to Carr, to occupy and use exclusively for the cultivation of cotton, certain real property more particularly described as follows and hereinafter referred to as the “Leased Premises”:

Tract 1

Being a portion of the tract or parcel of land lying and being in North Clinton Township, Sampson County, North Carolina more particularly described as Tract No. 1 on the survey map entitled, “Boundary Survey for Sampson Southeast Business Center of the Stanley Carr Property,” and recorded in Map Book 106 at Page 23 of the Sampson County Registry. Carr will cultivate an area containing 32.5 acres, more or less, on said tract.

Tract 2

Being a portion of the tract or parcel of land lying and being in North Clinton Township, Sampson County, North Carolina more particularly described as Tract No. 2 on the survey map entitled, “Boundary Survey for Sampson Southeast Business Center of the Stanley Carr Property,” and recorded in Map Book 106 at Page 23 of the Sampson County Registry. Carr will cultivate an area containing 7.2 acres, more or less, on said tract. The Leased Premises shall not include the area where Sampson County is preparing to construct a site-ready building pad, said area containing 10.0 acres, more or less.

Tract 3

Being a portion of the tract or parcel of land lying and being in North Clinton Township, Sampson County, North Carolina depicted on the survey map entitled, “Boundary Survey for Sampson Southeast Business Center of the Summer Berry Property,” and recorded in Map Book 106 at Page 26 of the Sampson County Registry. Carr will cultivate an area containing 53.3 acres, more or less, on said tract.

2. **Term.** The term of this lease shall commence on April 3, 2023 (the “Commencement Date”) and terminate on November 30, 2023 (the “Termination Date”), unless sooner terminated as provided herein. This Agreement may not be renewed by the parties. Any subsequent agreement by the Parties for the lease of the Leased Premises shall require the execution of a new lease agreement.

Notwithstanding the payment of the rent set forth in Section 4 of this Agreement and full compliance with the terms of this Agreement by Carr, the County shall have the right to terminate this Agreement prior to the Termination Date upon five (5) days written notice **and destroy any unharvested crops located on the Leased Premises** in the event that the County determines, in its sole and absolute discretion, that the Leased Premises is needed for economic development purposes. Carr acknowledges and agrees that this is a material term of this Agreement, in the absence of which the County would not have entered into this Agreement.

In the event that the County terminates this Agreement prior to the Termination Date and destroys any unharvested crops located on the Leased Premises in order to use the Leased Premises for economic development purposes prior to the payment of rent by Carr, the County shall compensate Carr for the loss of his crop in the amount of \$450.00 per acre of crops that are actually destroyed.

In the event that the County terminates this Agreement prior to the Termination Date and destroys any unharvested crops located on the Leased Premises in order to use the Leased Premises for economic development purposes after the payment of rent by Carr, the County shall compensate Carr for the loss of his crop in the amount of \$550.00 per acre of crops that are actually destroyed.

3. **Notice to Quit.** The Parties stipulate and agree that the County has hereby given Carr notice to quit the property upon the termination of the lease term, and no further notice to quit shall be required.
4. **Rent.** Carr agrees and covenants to pay the County as rent the sum of \$9,300.00 for the Leased Premises, to be paid in one (1) lump sum on or before November 1, 2023. In the event that Carr fails to pay the rent in full within thirty (30) days of said date, Carr shall pay to the County a late charge equal to 5.0% of the amount due.
5. **Lien on Crops.** Pursuant to N.C. Gen. Stat. § 42-15, any and all crops raised on the Leased Premises shall be deemed and held to be vested in possession of the County and its assigns at all times until the rent identified herein is paid and until all the provisions set forth in this Agreement have been performed by Carr or damages in lieu thereof have been paid to the County by Carr to the County’s satisfaction. This lien shall be preferred to all other liens, and the County and its assigns shall be entitled, against Carr or his assigns who remove(s) the crop or any part thereof from the Leased Premises without the consent of the County or its

assigns or any other person who may get possession of said crop or any part thereof to the remedies given in an action upon a claim for delivery of personal property.

The provisions of Section 5 of this Agreement shall survive termination or expiration of hereof, regardless of the cause giving rise to termination or expiration

6. **Permitted Use.** The Leased Premises is to be used by Carr only for the cultivation of cotton.

7. **Prohibited Uses.**

7.1 Carr and any person or entity acting on Carr's behalf shall not, without the prior written consent of the County, add fencing, hoop houses, pens, barns, or other structures or alterations to the Leased Premises. The specific location of any proposed fencing, structure, or alteration must be approved by the County in writing. Any fencing, structure, or alteration constructed on or made to the Leased Premises shall remain the property of the County upon the termination of this Agreement.

7.2 Carr and any person or entity acting on Carr's behalf shall not improperly use or install any Hazardous Material on the Leased Premises; violate any Environmental Laws relating to or affecting the Leased Premises; use the Leased Premises to generate, manufacture, transport, treat, store, handle, dispose, or process Hazardous Materials; cause or permit the improper installation of Hazardous Materials on the Leased Premises or a release of Hazardous Materials on the Leased Premises; and shall at all times comply with an ensure compliance by all parties with all applicable Environmental Laws.

"Hazardous Materials", as used herein, shall include, but shall not be limited to, any chemical, material, substance or other matter of any kind whatsoever which is prohibited, limited, or regulated by any federal, state, county, regional, or local authority or legislation, regulation, or order, including, without limitation, the Federal Resource Conservation and Recovery Act, 42 U.S.C. § 6901, et seq., the Federal Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended, 42 U.S.C. § 9601, et seq., the regulations promulgated from time to time thereunder, environmental laws administered by the Environmental Protection Agency and laws, regulations, and orders of the State of North Carolina, the North Carolina Department of Environmental Quality, or any other governmental organization or agency having jurisdiction over the Leased Premises.

"Environmental Laws", as used herein, shall mean, all federal, state, and local laws, regulations, and other provisions having the force or effect of law, all judicial and administrative orders and determinations, all contractual obligations, and all common law concerning public health and

safety, worker health and safety, pollution, or protection of the environment, including all those relating to the presence, use, production, generation, handling, transportation, treatment, storage, disposal, distribution, labeling, testing, processing, discharge, release, threatened release, control, exposure to, or cleanup of any Hazardous Materials.

The provisions of Section 7 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration

8. Covenants.

8.1 County Covenants. The County covenants to allow Carr full use of the Leased Premises for the Permitted Use beginning on the Commencement Date and ending on the Termination Date, subject to the County's right to terminate this Agreement pursuant to Section 2 hereof.

8.2 Carr Covenants. Carr covenants as follows:

- a. To comply with all the terms and provisions of this Agreement;
- b. To pay all amounts payable to the County hereunder;
- c. To use the Leased Premises only for the Permitted Use or any purpose for which the County gives written permission;
- d. Never to use the Leased Premises for any Prohibited Uses;
- e. To comply with all present and future laws, regulations, and orders relating to the occupation and use of the Leased Premises;
- f. To comply with all federal, state, and local laws, regulations, ordinances, decrees, and rulings in connection with the use of the Leased Premises and any activities conducted thereon;
- g. To permit the County to enter the Leased Premises at any time outside normal business hours in case of an emergency and otherwise during normal business hours where such will not unreasonably disturb or interfere with Carr's use of the Leased Premises or operation of its business, to examine, repair, inspect, survey, or test the Leased Premises, exhibit the Leased Premises to prospective lessees or purchasers, and for any other reasonable purpose.

The provisions of Section 8.2 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

9. **Taxes.** Carr shall not be responsible for any *ad valorem* real property taxes owed on the Leased Premises.
10. **Utilities.** The Parties stipulate and agree that Carr's use of the Leased Premises will not require the use of electricity or other utility services.
11. **Care and Surrender of the Leased Premises.** Carr shall commit no waste on the Leased Premises. Upon any termination of this Agreement, Carr shall surrender possession of the Leased Premises, without notice, in as good condition as at the Commencement Date, reasonable wear and tear and casualty beyond Carr's control being excepted. Carr shall be responsible for any environmental clean-up required by the proper authorities, which contamination resulted from Carr's activities.

The provisions of Section 11 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

12. **Entry by the County.** The County, its agents, and representatives may, at any reasonable time, enter the Leased Premises for the purpose of inspecting, examining, and repairing the property, surveying, or conducting testing on the Leased Premises; provided, however, that, in so doing, the County, its agents and representatives will endeavor to avoid interfering with the use and occupancy of the Leased Premises by Carr.
13. **Indemnity.** Carr shall indemnify the County and its employees, officers, elected officials, and agents against, and hold the same harmless from, all claims, demands, and/or causes of action, including, without limitation, all reasonable expenses of the County incident to such proceedings, for injury to, or death of any person, or loss of, or damage to, any property, where such claims, demands, and/or causes of action are not caused by the negligence, omission, intentional act or breach of contractual duty of or by the County or its employees. Carr's agreement to indemnify the County must include, but not be limited to, all claims, demands, and/or causes of action, including all reasonable expenses of the County, arising from any Hazardous Material or other waste generated by Carr.

The provisions of Section 13 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

14. **Liens.** Carr must keep the Leased Premises free from any liens arising from any labor performed by or on behalf of, or materials furnished to Carr, or other obligations incident to his use or occupancy. If any lien attaches, and the same is not released by payment, bond, or otherwise, within twenty (20) days after the County notifies Carr thereof, the County has the option to discharge the same and terminate Carr's lease, and Carr shall reimburse the County within thirty (30) days of notification by the County.

The provisions of Section 14 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

15. **Insurance.** Carr shall obtain and keep in effect general liability insurance against any and all claims for personal injury or property damage occurring in or upon the Leased Premises during the term of the Agreement. Carr shall also be responsible for obtaining insurance on any crops cultivated on the Leased Premises.
16. **Fire and Casualty.** The County shall not be responsible for any damage to the crops or other property of Carr that may be caused by fire or other casualty. In the event that the Leased Premises is rendered totally or partially untenable by fire or casualty, the County shall be under no obligation to repair or restore the Leased Premises.
17. **Assignment and Subletting.** Carr may not assign or sublet this Agreement without the County's written consent, which may be withheld in the County's sole discretion.
18. **Minerals.** Nothing in this Lease confers upon Carr the right to any minerals or other resources underlying the Leased Premises.
19. **Forfeiture for Noncompliance.** If Carr shall neglect to perform any matter or thing herein agreed to be done and performed by Carr, and shall remain in default thereof for a period of thirty (30) days after actual notice from the County calling attention to such default, the County may declare Carr's lease terminated and canceled and take possession of the Leased Premises without prejudice to any other legal remedy the County may have on account of such default. In the event that the County shall have to institute a suit to collect any unpaid rent due under this Agreement, the County shall be entitled to recover a reasonable attorney's fee which shall be not more than fifteen (15%) percent of the rent so recovered by the County from Carr or any guarantor of this Agreement.
20. **Bankruptcy and Insolvency.** It is expressly agreed that if at any time during the term of this Agreement, Carr should be adjudged bankrupt or insolvent by a court of competent jurisdiction, the County may at its option declare this Agreement terminated and canceled and take possession of the leased premises.
21. **Non-Waiver.** No prior indulgence, waiver, election or non-election by the County under this Agreement shall effect the County's right to declare a breach of this Agreement in the future or effect Carr's duties and liabilities hereunder.
22. **Binding Nature.** The terms, covenants, agreements, conditions and undertakings contained in this Agreement shall be binding upon and shall inure to the benefit of the heirs, successors in interest and assigns of the Parties.

23. **Entire Agreement, Modification, and Severability.** This Agreement, its Exhibits, and any Addenda contain the entire agreement between the Parties, and no representations, inducements, promises or agreements, oral or otherwise, entered into prior to the execution of this Agreement will alter the covenants, agreements and undertakings set forth herein. This Agreement shall not be modified in any manner, except by an instrument in writing executed by the Parties. If any term or provision of this Agreement or its application to any person or circumstance is invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, is not affected and each term and provision of this Agreement is valid and be enforceable to the fullest extent permitted by law.

24. **Relationship of the Parties.** It is stipulated and agreed that this Agreement shall not be construed as creating any partnership or other relationship between the parties other than that of landlord and tenant. Carr shall assume all legal and financial responsibility for taxes (other than *ad valorem* real property taxes on the Leased Premises), FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime and other expenses and agrees to indemnify, save and hold the County, its elected officials, officers, agents, and employees harmless from and against any and all losses, costs (including attorney's fees), and damage of any kind related to such matters.

The provisions of Section 24 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

25. **Choice of Law and Forum Selection.** This Agreement shall be governed by and construed under the laws of the State of North Carolina. The exclusive venue for any litigation arising out of this Agreement shall be in the General Court of Justice of Sampson County, North Carolina.

The provisions of Section 25 of this Agreement shall survive termination or expiration of this Agreement, regardless of the cause giving rise to termination or expiration.

26. **Headings.** The headings in this Agreement are for ease of reference only and shall not affect the interpretation of the provisions hereof.

THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.

IN WITNESS WHEREOF, the Parties have executed this Agreement in duplicate originals, one of which is retained by each of the parties, the day and year first above written.

LANDLORD

SAMPSON COUNTY

By: _____

Edwin W. Causey,
County Manager

TENANT

Lynn S. Carr

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

David K. Clack,
Finance Officer

RESOLUTION OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS

WHEREAS, N.C. Gen. Stat. §§ 153A-176 and 160A-272 authorize counties to enter into leases of one year or less upon resolution of the Board of Commissioners adopted at a regular meeting and further authorize the Board of Commissioners to delegate to the County Manager authority to lease or rent county property for terms of one year or less; and

WHEREAS, James Dennis Lee and Terry M. Raynor (collectively, “Tenant”) have requested that Sampson County lease unto Tenant certain vacant real property located off of Harnett-Dunn Highway, Raleigh Street, Interstate 40, Meadow Lane, Newton Grove Highway, and Fayetteville Street in and outside of Newton Grove, North Carolina, being approximately 97.88 acres and a portion of Sampson County Parcel Nos. 11-1063240-03, 11-1063240-07, 11-0867080-01, 11-0134870-01, 11-0113744-10, 11-1063240-05, 11-1063240-04, 11-1063240-06, 11-0134870-02, and a 0.42 acre Cul-De-Sac Area without assigned Parcel Number; and

WHEREAS, the Sampson County Board of Commissioners is convened in a regular meeting and wishes, subject to the terms and conditions of the Lease Agreement, to lease the above-described real property to Tenant for a term of less than one year for a total rent of \$9,788;

NOW, THEREFORE, BE IT RESOLVED that the Sampson County Board of Commissioners approves the lease of county property described above and authorizes the Sampson County Manager to execute on behalf of Sampson County a Lease Agreement for the above-described real property.

ADOPTED, this the 3rd day of April, 2023.

R. JEROL KIVETT, Chairman,
Sampson County Board of Commissioners

ATTEST:

STEPHANIE P. SHANNON,
Clerk to the Sampson County Board of Commissioners

STATE OF NORTH CAROLINA

LEASE AGREEMENT

COUNTY OF SAMPSON

THIS LEASE AGREEMENT (“Agreement”) is made and entered into effective the 3rd day of April, 2023 by and between **SAMPSON COUNTY** (the “County”), a body corporate and politic and a political subdivision of the State of North Carolina with a principal office located at 406 County Complex Road, Building C, Clinton, North Carolina 28328, and **JAMES DENNIS LEE and TERRY M. RAYNOR, jointly and severally** (referred to collectively as “Tenant”), natural persons whose respective addresses are 12383 NC Hwy. 50 S., Newton Grove, North Carolina 28366 and 12398 NC Hwy. 50 S., Newton Grove, NC 28366. The County and Tenant may be referred to at times herein individually as a “Party” and collectively as the “Parties.”

1. **Demise and Property.** The County leases to Tenant, to occupy and use exclusively for the cultivation of soybeans, certain real property more particularly described as follows and hereinafter referred to as the “Leased Premises”:

Tract 1B

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 1B on the survey map entitled, “Survey and Map for Sampson County Economic Development Commission,” and recorded in Map Book 112 at Page 10 of the Sampson County Registry (Parcel No. 11-1063240-03). Tenant will cultivate an area containing 10.5 acres, more or less, on said tract.

Tract 2A

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 2A on the survey map entitled, “Survey and Map for Sampson County Economic Development Commission,” and recorded in Map Book 112 at Page 10 of the Sampson County Registry (Parcel No. 11-1063240-07). Tenant will cultivate an area containing 46.0 acres, more or less, on said tract.

Tract 2B

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 2B on the survey map entitled, “Survey and Map for Sampson County Economic Development Commission,” and recorded in Map Book 112 at Page 10 of the Sampson County Registry (Parcel No. 11-1063240-07). Tenant will cultivate an area containing 7.5 acres, more or less, on said tract.

Tract 3

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 3 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry (Parcel No. 11-0867080-01). Tenant will cultivate an area containing 24.0 acres, more or less, on said tract.

Tract 5

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 5 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry (Parcel No. 11-0134870-01). Tenant will cultivate an area containing 2.0 acres, more or less, on said tract.

Tract 6

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 6 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry (Parcel No. 11-0113744-10). Tenant will cultivate an area containing 1.0 acre, more or less, on said tract.

Tract 7

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 7 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry (Parcel No. 11-1063240-05). Tenant will cultivate an area containing 1.5 acres, more or less, on said tract.

Tract 8

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 8 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry (Parcel No. 11-1063240-04). Tenant will cultivate an area containing 1.75 acres, more or less, on said tract.

Tract 9

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 9 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry (Parcel No. 11-1063240-06). Tenant will cultivate an area containing 0.46 acre, more or less, on said tract.

Tract 10

Being a portion of the tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as Tract 10 on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 10 of the Sampson County Registry (Parcel No. 11-0134870-02). Tenant will cultivate an area containing 2.75 acres, more or less, on said tract.

Tract 11

Being all of that tract or parcel of land lying and being in Newton Grove Township, Sampson County, North Carolina more particularly described as the "Cul-De-Sac Area" on the survey map entitled, "Survey and Map for Sampson County Economic Development Commission," and recorded in Map Book 112 at Page 11 of the Sampson County Registry. Tenant will cultivate an area containing 0.42 acre, more or less, on said tract.

2. **Term.** The term of this lease shall commence on April 3, 2023 (the "Commencement Date") and terminate on November 30, 2023 (the "Termination Date"), unless sooner terminated as provided herein. This Agreement may not be renewed by the parties. Any subsequent agreement by the Parties for the lease of the Leased Premises shall require the execution of a new lease agreement.

Notwithstanding the payment of the rent set forth in Section 4 of this Agreement and full compliance with the terms of this Agreement by Tenant, the County shall have the right to terminate this Agreement prior to the Termination Date upon five (5) days written notice **and destroy any unharvested crops located on the Leased Premises** in the event that the County determines, in its sole and absolute discretion, that the Leased Premises is needed for economic development purposes. Tenant acknowledges and agrees that this is a material term of this Agreement, in the absence of which the County would not have entered into this Agreement.

In the event that the County terminates this Agreement prior to the Termination Date and destroys any unharvested crops located on the Leased Premises in order to use the Leased Premises for economic development purposes prior to the

payment of rent by Tenant, the County shall compensate Tenant for the loss of Tenant's crop in the amount of \$450.00 per acre of crops that are actually destroyed.

In the event that the County terminates this Agreement prior to the Termination Date and destroys any unharvested crops located on the Leased Premises in order to use the Leased Premises for economic development purposes after the payment of rent by Tenant, the County shall compensate Tenant for the loss of Tenant's crop in the amount of \$550.00 per acre of crops that are actually destroyed.

3. **Notice to Quit.** The Parties stipulate and agree that the County has hereby given Tenant notice to quit the property upon the termination of the lease term, and no further notice to quit shall be required.
4. **Rent.** Tenant agrees and covenants to pay the County as rent the sum of \$9,788.00 for the Leased Premises, to be paid in one (1) lump sum on or before November 1, 2023. In the event that Tenant fails to pay the rent in full within thirty (30) days of said date, Tenant shall pay to the County a late charge equal to 5.0% of the amount due.
5. **Lien on Crops.** Pursuant to N.C. Gen. Stat. § 42-15, any and all crops raised on the Leased Premises shall be deemed and held to be vested in possession of the County and its assigns at all times until the rent identified herein is paid and until all the provisions set forth in this Agreement have been performed by Tenant or damages in lieu thereof have been paid to the County by Tenant to the County's satisfaction. This lien shall be preferred to all other liens, and the County and its assigns shall be entitled, against Tenant or Tenant's assigns who remove(s) the crop or any part thereof from the Leased Premises without the consent of the County or its assigns or any other person who may get possession of said crop or any part thereof to the remedies given in an action upon a claim for delivery of personal property.

The provisions of Section 5 of this Agreement shall survive termination or expiration of hereof, regardless of the cause giving rise to termination or expiration

6. **Permitted Use.** The Leased Premises is to be used by Tenant only for the cultivation of soybeans.
7. **Prohibited Uses.**
 - 7.1 Tenant and any person or entity acting on Tenant's behalf shall not, without the prior written consent of the County, add fencing, hoop houses, pens, barns, or other structures or alterations to the Leased Premises. The specific location of any proposed fencing, structure, or alteration must be approved by the County in writing. Any fencing, structure, or alteration constructed on or made to the Leased Premises shall remain the property of the County upon the termination of this Agreement.

7.2 Tenant and any person or entity acting on Tenant's behalf shall not improperly use or install any Hazardous Material on the Leased Premises; violate any Environmental Laws relating to or affecting the Leased Premises; use the Leased Premises to generate, manufacture, transport, treat, store, handle, dispose, or process Hazardous Materials; cause or permit the improper installation of Hazardous Materials on the Leased Premises or a release of Hazardous Materials on the Leased Premises; and shall at all times comply with an ensure compliance by all parties with all applicable Environmental Laws.

"Hazardous Materials", as used herein, shall include, but shall not be limited to, any chemical, material, substance or other matter of any kind whatsoever which is prohibited, limited, or regulated by any federal, state, county, regional, or local authority or legislation, regulation, or order, including, without limitation, the Federal Resource Conservation and Recovery Act, 42 U.S.C. § 6901, et seq., the Federal Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended, 42 U.S.C. § 9601, et seq., the regulations promulgated from time to time thereunder, environmental laws administered by the Environmental Protection Agency and laws, regulations, and orders of the State of North Carolina, the North Carolina Department of Environmental Quality, or any other governmental organization or agency having jurisdiction over the Leased Premises.

"Environmental Laws", as used herein, shall mean, all federal, state, and local laws, regulations, and other provisions having the force or effect of law, all judicial and administrative orders and determinations, all contractual obligations, and all common law concerning public health and safety, worker health and safety, pollution, or protection of the environment, including all those relating to the presence, use, production, generation, handling, transportation, treatment, storage, disposal, distribution, labeling, testing, processing, discharge, release, threatened release, control, exposure to, or cleanup of any Hazardous Materials.

The provisions of Section 7 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration

8. **Covenants.**

8.1 County Covenants. The County covenants to allow Tenant full use of the Leased Premises for the Permitted Use beginning on the Commencement Date and ending on the Termination Date, subject to the County's right to terminate this Agreement pursuant to Section 2 hereof.

8.2 Tenant Covenants. Tenant covenants as follows:

- a. To comply with all the terms and provisions of this Agreement;
- b. To pay all amounts payable to the County hereunder;
- c. To use the Leased Premises only for the Permitted Use or any purpose for which the County gives written permission;
- d. Never to use the Leased Premises for any Prohibited Uses;
- e. To comply with all present and future laws, regulations, and orders relating to the occupation and use of the Leased Premises;
- f. To comply with all federal, state, and local laws, regulations, ordinances, decrees, and rulings in connection with the use of the Leased Premises and any activities conducted thereon;
- g. To permit the County to enter the Leased Premises at any time outside normal business hours in case of an emergency and otherwise during normal business hours where such will not unreasonably disturb or interfere with Tenant's use of the Leased Premises or operation of its business, to examine, repair, inspect, survey, or test the Leased Premises, exhibit the Leased Premises to prospective lessees or purchasers, and for any other reasonable purpose.

The provisions of Section 8.2 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

9. **Taxes.** Tenant shall not be responsible for any *ad valorem* real property taxes owed on the Leased Premises.
10. **Utilities.** The Parties stipulate and agree that Tenant's use of the Leased Premises will not require the use of electricity or other utility services.
11. **Care and Surrender of the Leased Premises.** Tenant shall commit no waste on the Leased Premises. Upon any termination of this Agreement, Tenant shall surrender possession of the Leased Premises, without notice, in as good condition as at the Commencement Date, reasonable wear and tear and casualty beyond Tenant's control being excepted. Tenant shall be responsible for any environmental clean-up required by the proper authorities, which contamination resulted from Tenant's activities.

The provisions of Section 11 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

12. **Entry by the County.** The County, its agents, and representatives may, at any reasonable time, enter the Leased Premises for the purpose of inspecting, examining, and repairing the property, surveying, or conducting testing on the Leased Premises; provided, however, that, in so doing, the County, its agents and representatives will endeavor to avoid interfering with the use and occupancy of the Leased Premises by Tenant.

13. **Indemnity.** Tenant shall indemnify the County and its employees, officers, elected officials, and agents against, and hold the same harmless from, all claims, demands, and/or causes of action, including, without limitation, all reasonable expenses of the County incident to such proceedings, for injury to, or death of any person, or loss of, or damage to, any property, where such claims, demands, and/or causes of action are not caused by the negligence, omission, intentional act or breach of contractual duty of or by the County or its employees. Tenant's agreement to indemnify the County must include, but not be limited to, all claims, demands, and/or causes of action, including all reasonable expenses of the County, arising from any Hazardous Material or other waste generated by Tenant.

The provisions of Section 13 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

14. **Liens.** Tenant must keep the Leased Premises free from any liens arising from any labor performed by or on behalf of, or materials furnished to Tenant, or other obligations incident to Tenant's use or occupancy. If any lien attaches, and the same is not released by payment, bond, or otherwise, within twenty (20) days after the County notifies Tenant thereof, the County has the option to discharge the same and terminate Tenant's lease, and Tenant shall reimburse the County within thirty (30) days of notification by the County.

The provisions of Section 14 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

15. **Insurance.** Tenant shall obtain and keep in effect general liability insurance against any and all claims for personal injury or property damage occurring in or upon the Leased Premises during the term of the Agreement. Tenant shall also be responsible for obtaining insurance on any crops cultivated on the Leased Premises.

16. **Fire and Casualty.** The County shall not be responsible for any damage to the crops or other property of Tenant that may be caused by fire or other casualty. In the event that the Leased Premises is rendered totally or partially untenable by fire or casualty, the County shall be under no obligation to repair or restore the Leased Premises.

17. **Assignment and Subletting.** Tenant may not assign or sublet this Agreement without the County's written consent, which may be withheld in the County's sole discretion.
18. **Minerals.** Nothing in this Lease confers upon Tenant the right to any minerals or other resources underlying the Leased Premises.
19. **Forfeiture for Noncompliance.** If Tenant shall neglect to perform any matter or thing herein agreed to be done and performed by Tenant, and shall remain in default thereof for a period of thirty (30) days after actual notice from the County calling attention to such default, the County may declare Tenant's lease terminated and canceled and take possession of the Leased Premises without prejudice to any other legal remedy the County may have on account of such default. In the event that the County shall have to institute a suit to collect any unpaid rent due under this Agreement, the County shall be entitled to recover a reasonable attorney's fee which shall be not more than fifteen (15%) percent of the rent so recovered by the County from Tenant or any guarantor of this Agreement.
20. **Bankruptcy and Insolvency.** It is expressly agreed that if at any time during the term of this Agreement, Tenant (meaning either James Dennis Lee or Terry M. Raynor or any entity either such individual utilizes in connection with his farming operation) should be adjudged bankrupt or insolvent by a court of competent jurisdiction, the County may at its option declare this Agreement terminated and canceled and take possession of the leased premises.
21. **Joint and Several Liability.** All individuals and entities listed as "Tenant" in this Agreement and all parties signing this Agreement as a tenant shall be jointly and severally liable for the obligations of Tenant hereunder.
22. **Non-Waiver.** No prior indulgence, waiver, election or non-election by the County under this Agreement shall effect the County's right to declare a breach of this Agreement in the future or effect Tenant's duties and liabilities hereunder.
23. **Binding Nature.** The terms, covenants, agreements, conditions and undertakings contained in this Agreement shall be binding upon and shall inure to the benefit of the heirs, successors in interest and assigns of the Parties.
24. **Entire Agreement, Modification, and Severability.** This Agreement, its Exhibits, and any Addenda contain the entire agreement between the Parties, and no representations, inducements, promises or agreements, oral or otherwise, entered into prior to the execution of this Agreement will alter the covenants, agreements and undertakings set forth herein. This Agreement shall not be modified in any manner, except by an instrument in writing executed by the Parties. If any term or provision of this Agreement or its application to any person or circumstance is invalid or unenforceable, the remainder of this Agreement, or the

application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, is not affected and each term and provision of this Agreement is valid and be enforceable to the fullest extent permitted by law.

25. **Relationship of the Parties.** It is stipulated and agreed that this Agreement shall not be construed as creating any partnership or other relationship between the parties other than that of landlord and tenant. Tenant shall assume all legal and financial responsibility for taxes (other than *ad valorem* real property taxes on the Leased Premises), FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime and other expenses and agrees to indemnify, save and hold the County, its elected officials, officers, agents, and employees harmless from and against any and all losses, costs (including attorney's fees), and damage of any kind related to such matters.

The provisions of Section 25 of this Agreement shall survive termination or expiration hereof, regardless of the cause giving rise to termination or expiration.

26. **Choice of Law and Forum Selection.** This Agreement shall be governed by and construed under the laws of the State of North Carolina. The exclusive venue for any litigation arising out of this Agreement shall be in the General Court of Justice of Sampson County, North Carolina.

The provisions of Section 26 of this Agreement shall survive termination or expiration of this Agreement, regardless of the cause giving rise to termination or expiration.

27. **Headings.** The headings in this Agreement are for ease of reference only and shall not affect the interpretation of the provisions hereof.

THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.

IN WITNESS WHEREOF, the Parties have executed this Agreement in duplicate originals, one of which is retained by each of the parties, the day and year first above written.

LANDLORD

SAMPSON COUNTY

By: _____

Edwin W. Causey,
County Manager

TENANT, jointly and severally

James Dennis Lee

Terry M. Raynor

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

David K. Clack,
Finance Officer

Memo

To: David Clack, Finance Officer
From: Juanita Brewington, Purchasing & Contracting Officer
Date: March 3, 2023
Re: Surplus Real Property

At the Board of Commissioners meeting on February 6, 2023, the Board declared parcel number 06010099001 surplus and authorized the sale by upset bid with a minimum bid amount of \$3,900.00. This parcel is located off Old Fayetteville Road in the Honeycutt Township.

An offer was received on December 5, 2022 in the amount of \$3,900.00 from Ms. Kristal V. Garcia (Valle-Garcia Properties, LLC) along with a \$195.00 bid deposit (5% of the offer). Ms. Garcia's offer was accepted by the Board of Commissioners at the February 6, 2023 meeting.

This parcel was advertised for upset bid, according to General Statute 160A-269, on February 18, 2023 with deadline for upset bids and bid deposit set for February 28, 2023. As of the date of this memo, no upset bids have been received.

We have attached a resolution accepting Ms. Garcia's offer to be adopted since no other bids were received. The Board of Commissioners may at any time reject any and all offers.

**RESOLUTION OF THE SAMPSON COUNTY BOARD OF COMMISSIONERS
ACCEPTING AN OFFER TO PURCHASE CERTAIN REAL ESTATE
PURSUANT TO GS 160A-269**

WHEREAS, at its regular meeting held on February 6, 2023, the Board of Commissioners agreed to surplus and authorize the sale of that parcel of land owned by Sampson County consisting of approximately .26 acre, situated in the Honeycutt Township, Sampson County, North Carolina and identified as Sampson County Parcel Identification Number 06010099001, subject to upset bid procedures of GS 160A-269; and

WHEREAS, the Finance Officer reports that a qualifying bid in the amount of \$3,900 was received from Ms. Kristal V. Garcia (Valle-Garcia Properties, LLC).

WHEREAS, the Finance Officer reports that this action was duly advertised with notice that any person may raise the bid by no less than 10% of the first \$1,000 and 5% of the remainder, and that this process was continued until no further qualifying bids were received; and

WHEREAS, the Finance Officer reports that the final qualifying bid received was a bid for \$3,900 by Ms. Kristal V. Garcia (Valle-Garcia Properties, LLC).

NOW THEREFORE BE IT RESOLVED that the Sampson County Board of Commissioners accepts the offer of Ms. Kristal V. Garcia (Valle-Garcia Properties, LLC) to purchase that parcel of land designated as Sampson County Parcel Identification Number 06010099001 situated in the Honeycutt Township, Sampson County, particularly described in Deed Book 898, Page 272 Sampson County Registry as follows: BEGINNING at a stake in the southwestern edge of a new 60 foot street N. 71* 30' W., 711.6 feet from the point at which the southwestern edge of said 60 foot street intersects the Western line of the Old School House Property, a joint corner of Lots Nos. 9 and 10; thence the dividing line between Lots Nos. 9 and 10 S., 18* 30' W., 150 feet to a stake in the Strickland line another joint corner of Lots Nos. 9 and 10; thence the Strickland line N. 71* 30' W., 75 feet to a stake, a joint corner of Lots Nos. 8 and 9; thence the dividing line between Lots Nos. 8 and 9 N. 16* 30' E., 150 feet to a stake in the southwestern edge of said 60 foot street; thence with the southwestern edge of said 60 foot street S. 71* 30' E., 75 feet to the BEGINNING POINT and being all of Lots No. 9 of the Elmon L. McLamb Property according to a survey by Clarence Hall, Jr., R.S., in February of 1961. This lot is a part of the 33.1 acre tract of land conveyed to Elmond L. McLamb and wife, Madge O. McLamb, by deed recorded in Book 709, Page 279 of the Sampson County Registry. And being the same land conveyed to Henry Lee Fryar and wife, Addie Lee Fryar by Deed recorded in Book 722, Page 346, and being the same land conveyed to Shell Home Finance Corp., by Deed recorded in Book 738, Page 384, Sampson County Registry (Tax Parcel No. 06-0100990-01) for \$3,900 cash.

BE IT FURTHER RESOLVED that the Chairman of the Board is authorized to execute a warranty deed and any such other documents necessary for the transfer of said property.

ADOPTED at a regular meeting on 3rd day of April 2023.

R. JEROL KIVETT, Chairman,
Sampson County Board of Commissioners

ATTEST:

STEPHANIE SHANNON,
Clerk to the Sampson County Board of Commissioners



Sampson County Finance Department
David K. Clack, Finance Officer

MEMORANDUM

TO: Board of Commissioners

FROM: David K. Clack, Finance Officer

DATE: March 22, 2023

SUBJECT: Audit Contract 6/30/2022 Amendment

Attached please find an amendment to our prior year audit contract. This amendment is required by the Local Government Commission because our audit was not submitted prior to December 1, 2022.

The amendment only changes the due date of the contract. It was extended through February 17, 2023. The reasons for the extension we due to auditor The auditor has indicated that the audit process will begin earlier to avoid this problem in the future. Our audit was presented to the Board at the February meeting and had been accepted by the LGC prior to presentation.

We respectfully request that the Board approve the amended contract.

Whereas	Primary Government Unit SAMPSON COUNTY
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A
and	Auditor W GREENE PLLC

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending 06/30/22	and originally due on	Audit Report Due Date 10/31/22
-----	--------------------------------	-----------------------	-----------------------------------

hereby agree that it is now necessary that the contract be modified as follows.

<input checked="" type="checkbox"/> Modification to date	Original due date 10/31/22	Modified due date 02/17/23
<input type="checkbox"/> Modification to fee	Original fee	Modified fee

Primary Other
(choose 1)(choose 0-2)

Reason(s) for Contract Amendment

- Change in scope
- Issue with unit staff/turnover
- Issue with auditor staff/workload
- Third-party financial statements not prepared by agreed-upon date
- Unit did not have bank reconciliations complete for the audit period
- Unit did not have reconciliations between subsidiary ledgers and general ledger complete
- Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger
- Unit did not have information required for audit complete by the agreed-upon time
- Delay in component unit reports
- Software - implementation issue
- Software - system failure
- Software - ransomware/cyberattack
- Natural or other disaster
- Other (please explain)

Plan to Prevent Future Late Submissions

If the amendment is submitted to extend the due date, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Indicate NA if this is an amendment due to a change in cost only.

DUE TO AUDITOR SICKNESS AND TIMING - THE AUDIT PROCESS WILL START EARLIER.

Additional Information

Please provide any additional explanation or details regarding the contract modification.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* W GREENE PLLC	
Authorized Firm Representative* (typed or printed) M WADE GREENE, CPA	Signature*
Date* 02/06/23	Email Address wgreene@greenecocpa.com

GOVERNMENTAL UNIT

Governmental Unit* SAMPSON COUNTY	
Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed) SUE L. LEE, CHAIRPERSON	Signature*
Date	Email Address slee@sampsonnc.com

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer*	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU N/A	
Date DPCU Governing Board Approved Amended Audit Contract (If required by governing board policy)	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

FROM: David K. Clack, Finance Officer
 TO: Sampson County Board of Commissioners
 VIA: County Manager & Finance Officer
 SUBJECT: Budget Amendment for fiscal year 2022-2023

1. It is requested that the budget for the Sheriff's Department be amended as follows:

<u>Expenditure Account Code</u>	<u>Description (Object of Expenditure)</u>	<u>Increase</u>	<u>Decrease</u>
11243100-555000	Capital Outlay Other	56,000.00	
11243100-526201	Dept. Supplies CD	11,000.00	
11243100-526200	Dept. Supplies	19,050.00	

<u>Revenue Account Code</u>	<u>Source of Revenue</u>	<u>Increase</u>	<u>Decrease</u>
11034310-403623	County schools SRO funds	86,050.00	

2. Reason(s) for the above request is/are as follows:
 To allocate funds for equipment and supplies for 7 new school resource officers.
 Purchase of radios (56000), tasers (11000), and other supplies (19050).

David K. Clack

 (Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/22/2023

David K. Clack

 (County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20__

Erin W. Clack

 (County Manager & Budget Officer)

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

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

FROM: Sampson County Public Works Date March 13, 2023

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
11999000-509700	CONTINGENCY		130,000.00
11142600-533000	UTILITIES	130,000.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
------------------------	------------------------------------	-----------------	-----------------

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



(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 3/22, 20 23



(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20

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



(County Manager & Budget Officer)

COUNTY OF SAMPSON

DEPARTMENT OF PUBLIC WORKS
827 S.E. Blvd. • P.O. Box 1280 • Clinton, North Carolina 28328
(910) 592-0188 • Fax No. (910) 592-7242

L.E. Reynolds, P.E.
Public Works Director

TO: EDWIN W. CAUSEY, COUNTY MANAGER
FROM: MARK TURLINGTON, INTERIM PUBLIC WORKS DIRECTOR
SUBJECT: REQUEST FOR INCREASE IN UTILITIES *MAT*
DATE: 3/13/2023
CC:

After reviewing the current buildings budget, I foresee a shortfall in the utilities line item. Several items seem to drive this need for additional funds. First, the monthly electrical bills have increased a considerable amount from last year. For example:

Duke Progress	January 2022	\$12,947	February 2022	\$11,960
	January 2023	\$32,222	February 2023	\$25,322

As you can see, there is quite a lot of difference. I am sure part of the increase is due to the very cold weather we had in December which created higher demand charges. Another factor necessitating the increase is the additional utilities incurred by the new EMS facility and the addition of the Garland EMS property. Currently, the new EMS facility is operating at a minimal level. The EMS staff will be moving into the new building on Monday, March 6th. With that being said, the electric bill will increase significantly since it will be operational 24 hours a day/7 days a week. Based on our current available balance and with four more months to go, I am requesting a minimum of \$120,000 but would like for you to consider \$130,000 in case of any unforeseen circumstances.

Thank you in advance for your consideration and please let me know if you need additional information.

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

February 27, 2023

FROM: Dana Hall, Director of Aging

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02558800-526200	Department Supplies	\$ 330.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02035880-408401	Donations	\$ 330.00	

2. Reason(s) for the above request is/are as follows:
To budget donations made to the nutrition sites.

Dana Hall

(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/22, 2023

Dana Hall

(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

, 20__

Sam W. C.

(County Manager & Budget Officer)

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

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO:

February 27, 2023

Date

FROM: Dana Hall, Director of Aging

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02558710-526200	Department Supplies	\$ 485.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02035871-408401	Donations	\$ 485.00	

2. Reason(s) for the above request is/are as follows:
To budget donations made to the ADHC.

Dana Hall

(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/22, 2023

Dana Hall

(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

, 20

Sam W. C.

(County Manager & Budget Officer)

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

**COUNTY OF SAMPSON
BUDGET AMENDMENT**

MEMO: 3/9/2023

FROM: Dana Hall Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for 2022-2023

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

<u>Expenditure Account</u>	<u>Expenditure Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02558670-525000	United Way - Construction Repairs	3,500.00	

<u>Revenue Account</u>	<u>Revenue Account Description</u>	<u>Increase</u>	<u>Decrease</u>
02035867-403602	United Way	3,500.00	

2. Reason(s) for the above request is/are as follows:
Increase United Way funding per 2023 Grant cycle

Dana Hall
(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/22, 2023
[Signature]
(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____
[Signature]
(County Manager & Budget Officer)

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

COUNTY OF SAMPSON
BUDGET AMENDMENT

MEMO:

20-Mar-23

FROM: Lynn S. Fields

Date

TO: Sampson County Board of Commissioners

VIA: County Manager & Finance Officer

SUBJECT: Budget Amendment for fiscal year 2022-2023

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

Expenditure Account	Expenditure Account Description	Increase	Decrease
13554810-568413	Crisis Intervention Program		214,301.00
13554810-568414	LIEAP		\$ 217,926.00

Revenue Account	Revenue Account Description	Increase	Decrease
13535480-403313	Crisis Intervention Program		214,301.00
13535480-403314	LIEAP		217,926.00

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

To adjust budgeted revenue and expenses due to the implementation of direct deposit energy payments via the newly created state vendor portal


(Signature of Department Head)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

3/22, 2023



(County Finance Officer)

ENDORSEMENT

1. Forwarded, recommending approval/disapproval.

_____, 20____

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


(County Manager & Budget Officer)

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

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

10145

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

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

Members:

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

YEAR	
<u>2022</u>	\$ <u>252.85</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>252.85</u>

These taxes were assessed through clerical error as follows.

Bill # 0068839597
Tag # KDH6993
Plate Turned In - Vehicle Sold
2022 Honda MP

602 County Tax 225.52
School Tax _____
F22 Fire Tax 27.33
City Tax _____
TOTAL \$ 252.85

Yours very truly

Jose Ortiz
Taxpayer

Mailing Address.

305 Nursery Ln
Garland NC 28441

Social Security _____

RECOMMEND APPROVAL:

[Signature]
Sampson County Tax Administrator

Board Approved _____
Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

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

10140

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

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

Members:

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

YEAR	
<u>2022</u>	\$ <u>236.29</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL REFUND	\$ <u>236.29</u>

These taxes were assessed through clerical error as follows.

Bill #0070286332
Plate # YV 6817
Plate Turned In-Vehicle Sold
2016 Ford TK

602 County Tax	<u>182.19</u>
501 School Tax	<u>32.02</u>
F19 Fire Tax	<u>22.08</u>
1 City Tax	_____
TOTAL \$	<u>236.29</u>

Mailing Address.

Yours very truly

Tammy Holland
Taxpayer

1245 Beulah Rd
Clinton, NC 28328

Social Security # _____

RECOMMEND/APPROVAL

Jim Johnson
Sampson County Tax Administrator

Board Approved _____ Date _____ Initials _____

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

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

10125

JIM JOHNSON
Tax Administrator

Telephone 910-592-8146
910-592-8147

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

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand refund and remission of taxes assessed and collected by Sampson County against the property owned by John Tyler in Plainview Township, Sampson County, for the year(s) and in the amount(s) of: 14002752802

YEAR	
<u>2022</u>	\$ <u>101.36</u>
<u>2021</u>	\$ <u>101.36</u>
<u>2020</u>	\$ <u>101.36</u>
<u>2019</u>	\$ <u>101.36</u>
	\$ _____
	\$ _____
TOTAL REFUND	\$ <u>405.44</u>

These taxes were assessed through clerical error as follows.
adjusted calculated average per remaining per MB 42/29+owners request.

County Tax 365.56
School Tax _____
Fire Tax 39.88
City Tax _____
TOTAL \$ 405.44

Mailing Address.

John Marshall Tyler
9378 Green Path Rd
Dunn NC 28334

Yours very truly

Taxpayer

Social Security # _____

RECOMMEND APPROVAL:

Sampson County Tax Administrator

Board Approved _____

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Bobbie Denvain Fryar in _____ Township, Sampson County, for the year(s) and in the amount(s) of:

Year		
	<u>2022</u>	\$ <u>273.20</u>
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
Total Release/Adjustment		\$ <u>273.20</u>

<u>G02</u>	County Tax	\$ <u>251.83</u>
	School Tax	\$ _____
<u>F08</u>	Fire Tax	\$ <u>21.37</u>
	City Tax	\$ _____
	Total	\$ <u>273.20</u>

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

Taxpayer vehicle was registered out of the country for the GAP
Bill period

2015 Chev

VFN 16CGSBE32F2791471

Taxpayer:

Bobbie D. Fryar

Tax Administrator:

[Signature]

Board Approved:

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

Pursuant to North Carolina G. S. 105-381, I hereby demand a release and adjustment of taxes assessed by Sampson County against the property owned by Adam Tyler Moreau & Suzanne Moreau in Franklin Township, Sampson County, for the year(s) and in the amount(s) of:

Year		
<u>2022</u>	\$	<u>394.50</u>
<u>2022</u>	\$	<u>110.66</u>
	\$	<u> </u>
	\$	<u> </u>
	\$	<u> </u>
Total Release/Adjustment	\$	<u>505.16</u>

601	County Tax	\$ <u>366.05 (287.10 + 78.95)</u>
	School Tax	\$ <u> </u>
	Fire Tax	\$ <u> </u>
608	City Tax	\$ <u>139.11 (107.40 + 31.71)</u>
	Total	\$ <u>505.16</u>

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

100% Military Exemption (Vehicles)
 2016 Toyota
 2021 Ram TK
 STATE OF Residence - Michigan

Taxpayer: Adam T, Suzanne Moreau

Tax Administrator: James Johnson

Board Approved: _____
 Date Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

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

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

Year		
<u>2022</u>	\$	<u>189.81</u>
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
Total Release/Adjustment	\$	<u>189.81</u>

County Tax	\$	<u>169.29</u>
School Tax	\$	_____
Fire Tax	\$	<u>20.50</u>
City Tax	\$	_____
Total	\$	<u>189.81</u>

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

100% Military Vehicle Exemption
2019 Dodge STATE OF RESIDENCE - OKLAHOMA
TAG RCT 9929

Taxpayer:

Leonard Battle, Jr

Tax Administrator:

Jim Johnson

Board Approved:

Date

Initials

OFFICE OF THE SAMPSON COUNTY TAX ADMINISTRATOR

Members:

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

by Sampson County against the property owned by Lee's Vending/Lee's Food Services

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

amount(s) of:

Year	
<u>2022</u>	\$ <u>101.75</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ <u>1</u>
Total Release/Adjustment	\$ _____

County Tax	\$ <u>82.50</u>
Lake County School Tax	\$ <u>8.25</u>
Fire Tax (F23)	\$ <u>10.00</u>
Lake Fire City Tax	\$ <u>.100</u>
Total	\$ <u>101.75</u>

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

MR. Turner (Deceased 6/29/22) shouldn't have listed the equipment. It is owned by the state and is in Cumberland County per his wife.

Taxpayer:

Lee's Vending / Food Serv

Tax Administrator:

Jan Green

Board Approved:

SAMPSON COUNTY HEALTH DEPARTMENT

Wanda Robinson
Health Director



360 County Complex Rd., Suite 200
Clinton, NC 28328

To: Mr. Edwin Causey
County Manager

Stephanie Shannon
Clerk to the Board

From: Wanda Robinson
Health Director

Subject: County Commissioner's Consent Agenda

Date: March 21, 2023

Attached are items that were approved by the SCHD Health Advisory Committee on March 20, 2023. These items are being submitted for approval by the County Commissioners.

- I. Fee/CPT Code Update
- II. 2022-2026 Strategic Plan

For any questions or comments, please contact me. Your assistance is appreciated.

Attachments:

- >Fee/CPT Code Update
- >2022-2026 Strategic Plan

Sampson County Health Department Fees/CPT Update

03/20/2023

Date Added	Name of Procedure	LabCorp Order Number	CPT Code	Current Price	Recommended Price
08/02/2021	Janssen Vaccine	N/A	91303	N/A	No Charge
02/09/2023	Admin-Moderna Bivalent Booster 6mo-5yr	N/A	0164A	N/A	\$65.00
02/09/2023	Moderna Bivalent Booster 6mo-5yr	N/A	91316	N/A	No Charge
02/09/2023	Admin-Pfizer Bivalent 6mo-4yr	N/A	0173A	N/A	\$65.00
02/09/2023	Pfizer Bivalent 6mo-4yr	N/A	91317	N/A	No Charge
02/15/2023	GC/CT/Trich Urine NAAT	183160	OL023	N/A	\$124.75
03/06/2023	CMP Super Panel	277715	OL024	N/A	\$263.81
03/06/2023	Vitamin D	081950	82306	N/A	\$252.99
03/07/2023	CMP 12	302085	OL025	N/A	\$21.33
03/07/2023	Drug Screen	799007	80307	\$20.00	\$40.00
03/07/2023	Ethanol, Urine	735314	G0478	\$13.00	\$15.00
03/07/2023	Gardasil 9	N/A	90649	\$245.00	\$336.00
03/07/2023	Prevnar 13	N/A	90670	\$270.00	\$337.00
03/07/2023	Tenivac (Td)	N/A	90714	\$40.00	\$104.00
03/07/2023	Varicella	N/A	90716	\$196.00	\$200.00
03/07/2023	Shingrix	N/A	90750	\$175.00	\$230.00

Sampson County Health Department Strategic Plan 2022-2026



Adopted 02/06/2023

Table of Contents

I. Purpose.....3

II. Mission, Vision & Values.....4

III. General Information.....6

IV. Review & Analysis of Factors That Impact the Delivery of Service7

V. Summary of the Sampson County Community Health Assessment.....9

VI. Strategic Goals.....12

VII. Next Steps.....33

**Sampson County Health Department
Strategic Plan
2022-2026**

I. Purpose:

It is the objective of this document to set forth priorities for the focus of the Sampson County Health Department for the next four years July 1, 2022 to June 30, 2026.

The areas selected are based upon:

- 2021 Community Health Assessment
- 2020 SOTCH Report
- Data relative to health status indicators of the population of Sampson County
- Public input and community surveys
- Judgment of key personnel as to resources required to achieve tasks included.
- Experience and expertise of the Sampson County Board of Health and the Health Advisory Board in identifying resources and needs.

Policy:

The priority areas of influence identified in this document are intended to outline areas of emphasis based upon community needs but are not designed to exclude or discourage other programmatic goals and interests. Management team members and other staff are urged to continue to seek creative opportunities to address public health problems/issues related to their routine duties and responsibilities within the restraints of available resources and contractual program requirements. This plan is intended to serve as a general guide for the relatively short term of four years. The changeable nature of Public Health does not lend itself to planning for the longer term in any realistic manner. This document may be amended at any time that new or emerging issues demand the attention of this health department.

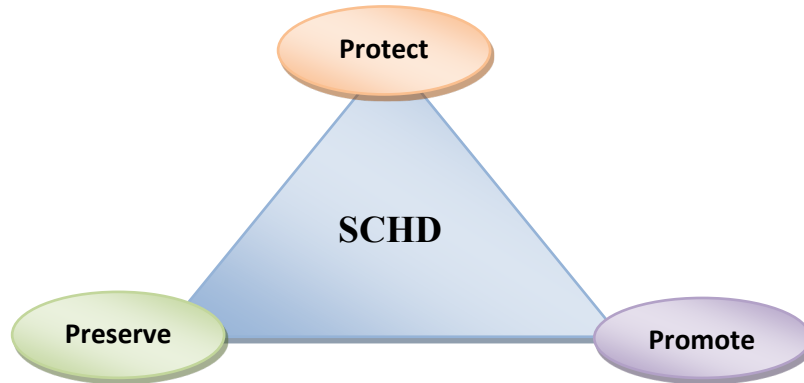
Method:

Based upon a review of the findings of the Community Health Assessment, discussions with the Health Advisory Committee, and meetings with the staff, a list of potential priority items were assembled. These were separated by a work group into different areas. The areas of priority identified in this document are not in priority order. Since each item applies to different program areas, it was felt that these could be accomplished concurrently. The planning group will meet at least annually to report on progress and/or revise the document as required.

**Sampson County Health Department
Strategic Action Plan
2022-2026**

II. Mission, Vision and Values

MISSION, VISION AND VALUES



Mission:

The mission of Sampson County Health Department is to preserve, protect and promote the health, environment and well-being of the citizens of Sampson County.

Vision:

The vision of Sampson County Health Department is to provide services, prevent adverse outcomes and promote efforts to improve the quality of life for the residents of Sampson County.

Values and Objectives:

Caring - We will be compassionate when dealing with others and to show concern for the interest and needs of others.

Commitment - We will be dedicated, loyal and empathetic in what we do for the customer and the public.

Communication - We will provide direct, sincere communications to customers, the public and co-workers.

Community Service - We will provide services to the community through education, outreach and other venues to help ensure the health, safety and welfare of the community.

Excellence in Customer Service - We will meet or exceed customer expectations.

Privacy - We will respect the confidentiality and privacy of others and be committed to confidential care for customers and the public.

Professionalism - We will treat customers and co-workers with DIGNITY, RESPECT, INTEGRITY and COMPASSION at all times.

Productiveness - We will work to the best of our ability to provide efficient, effective, quality care for our customers and the public.

Responsibility - We are accountable to customers and the public for what we do.

Teamwork - We will work together to provide the best possible care for customers and the public. There is no "I" in team.

**Sampson County Health Department
Strategic Plan
2022-2026**

III. General Information:

This plan reflects the areas of focus of the Sampson County Health Department during the next four year period of 2022-2026.

The Sampson County Health Department is committed to carrying out the following action plan to improve the health of Sampson County residents.

The Management Team of the Sampson County Health Department envisions an agency that strives to meet the following guiding principles:

- Health Department maintains Local Health Department Accreditation Standards, as defined in policies; protocols are maintained by all programs.
- Service deliverables and expansions are driven by community need.
- Improved efficiency is attained in all divisions.
- Health Department recruits, develops and retains a well-qualified, diverse workforce.
- Public image of the Health Department is positive.
- Quality of services is assured through implementation of the Quality Improvement/Quality Assurance plan.
- Residents experience improved health outcomes and quality of life.
- Health Department is accountable to the public in fiscal responsibility and service delivery.
- Efforts are conducted through improved internal collaboration and communication.
- Health Department is considered to be an employer of choice.
- Expanded service availability for county residents.
- Physical facilities are available or in the planning stage to address growing community needs and support newest technologies.
- Funding is available to support and improve our programs.
- Best practices, as recognized by the public health community, are utilized in service provision.
- Department is capable of providing a comprehensive response to Public Health Emergencies.

**Sampson County Health Department
Strategic Action Plan
2022-2026**

IV. Review and analysis of factors that impact the delivery of service:

Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis

SWOT Analysis is a tool that identifies strengths, weaknesses, opportunities, and threats of an organization. Specifically, SWOT is a basic model that assesses what an organization can and cannot do, as well as potential opportunities and threats that impact what an organization can accomplish. The Strategic Planning Team identified the following SWOT that can impact delivery of health services to Sampson County communities.

Strengths	Weaknesses
<ul style="list-style-type: none"> ◆ Local Government Support and funding ◆ Strong community partnerships ◆ Competent, well-trained, dedicated staff ◆ On-going professional development for employees ◆ Access to quality technological resources ◆ Bilingual staff ◆ Grant funding-allows innovation ◆ Highly qualified, knowledgeable billing support staff ◆ Inviting public health facilities ◆ Enhanced health education and outreach programs ◆ Comprehensive clinical services ◆ Electronic health record system ◆ New partnerships and regional collaborations ◆ Strong collaboration with emergency management to respond to public health preparedness concerns ◆ Quality improvement initiatives ◆ Responsible and proactive to emerging issues and trends 	<ul style="list-style-type: none"> ◆ Future Medicaid Reform uncertainties ◆ Potential for cuts in Federal/State Public Health Programs ◆ Ability to compensate professional staff at levels that attract highly qualified workers ◆ Ability to recruit in some professional fields such as nursing and nutrition ◆ Availability of mental health resources and providers in the county ◆ Limited primary care and chronic disease management services ◆ Economically diverse population ◆ Challenges related to a rapidly changing population ◆ Internal and external communication ◆ Limited transportation ◆ Reliable county vehicles ◆ High no show rates ◆ High RN/Nutritionist/NP turnover

Opportunities	Threats
<ul style="list-style-type: none"> ◆ Emerging technologies to promote more efficient service delivery ◆ Established relationship with media outlets ◆ Leadership roles of staff in various professional organizations, regional, state and nationally ◆ Safety Net provider for uninsured and underinsured ◆ Up-to-date electronic equipment and other tools for staff to perform more efficiently 	<ul style="list-style-type: none"> ◆ Lack of public transportation ◆ Limited funding in chronic disease, health promotion and disease prevention services ◆ Potential cuts to federal, state and local programs ◆ Limited primary care providers in the county for the under and uninsured population ◆ Limited services for men

**Sampson County Health Department
Strategic Action Plan
2022-2026**

V. Summary of the Sampson County Community Health Assessment:

Sampson County performed the 2021 Community Health Assessment with the assistance of the Sampson County Community Wellness Committee and other community stakeholders. The following is a summary of the assessment findings.

Overview of Health Data Sources:

The collection of data for the Community Health Assessment involved collection processes that included:

- A. Surveys: The Community Health Assessment (CHA) Leadership Team (Sampson County Health Department and Sampson Regional Medical Center) distributed paper surveys to various sites throughout the county and electronic surveys via Survey Monkey links on Sampson County Health Department and Sampson Regional Medical Center websites and social media platforms. A total of 561 surveys were collected.
- B. Secondary data: was also collected from a variety of sources, including Healthy North Carolina 2030 (HNC 2030), North Carolina Center of Health Statistics, Robert Wood Johnson County Health Rankings and Roadmaps and other sources.

Key Findings:

The Community Health Assessment used both primary and secondary data to identify health trends, needed resources, and opportunities related to improving the health of Sampson County.

The list of community issues that were ranked by residents in the primary data as most affecting the quality of life in Sampson County:

- Low income/Poverty (most frequently selected issue)
- Drugs/Substance Abuse (second ranked issue)
- Lack of Community Resources (third ranked issue)

The secondary data includes leading causes of death, socio-economic factors like poverty, unemployment, and education. Some of the significant health indicators and determinants of premature death in Sampson County include:

- Adult smoking rate
- Adult obesity numbers

- Number of teen births
- Leading causes of death
- Percentage of uninsured population
- Percentage of children living in poverty

Health Priorities:

After careful review and discussion of all the information obtained from the community assessment, the CHA Leadership Team and community health stakeholders chose to address three health related issues that were cited in the data: Obesity (through exercise and nutrition); Substance Use; and Teen Pregnancy.

1. **Obesity (through exercise and nutrition):** When obesity is addressed, chronic diseases (affected by exercise and nutrition) are also impacted. In 2019, 40% of Sampson County adults had a BMI of 30 or greater and 33% of adults reported participating in no physical activity outside of work. According to the Centers for Disease Control and Prevention (CDC), chronic diseases such as heart disease, stroke, cancer, diabetes, obesity, and arthritis are among the most common, costly, and preventable of all health problems in the United States.
2. **Substance Use:** Substance abuse has a major impact on individuals, families, and communities. The effects of substance abuse are cumulative, significantly contributing to costly social, physical, mental, and public health problems. In 2021, there were 157 medication or drug overdoses in Sampson County.
3. **Teen Pregnancy:** It is important to prevent teen pregnancy because it brings extensive social and economic costs through immediate and long-term impacts on teen parents and their children. There are several safe and highly effective methods of contraception to prevent unintended pregnancy. Sampson County's 2020 teen pregnancy rate for females ages 15-19 was 41.6 while North Carolina's rate was 22.9.

Community Health Improvement Plans:

Community Health Improvement Plans have been developed to address each of the health priorities chosen by the Community Health Assessment (CHA) Leadership Team and stakeholders. Interventions will include, but not be limited to educational sessions; assistance with achieving active lifestyles; community events; media campaigns; and website information.

Dissemination of the Community Health Assessment Document:

The Sampson County Community Wellness Committee will disseminate paper and/or electronic copies of the document to committee members, community partners, government agencies, stakeholders and the general public with the hope that the

document will enable various agencies and stakeholders to assist with meeting the needs of the public by improving and promoting the health and well-being of the citizens of Sampson County.

Dissemination of the Community Health Assessment document will include, but not be limited to:

1. Sampson County Community Wellness Committee members
2. Sampson County Health Department
3. Sampson County Health Advisory Committee
4. Sampson County Board of Health (County Commissioners)
5. Sampson County Government Offices
6. Sampson County Public Libraries
7. Sampson Regional Medical Center website
8. News articles in the Sampson Independent highlighting the major findings of the assessment
9. Sampson County Government website
10. Sampson County Community Wellness Committee website

Summary:

Regular meetings and discussions will continue as community health stakeholders break into sub-committees to address each specific health priority – keeping the Community Health Improvement Plans an ongoing conversation and giving the Sampson County Community Wellness Committee the opportunity to:

- Collaborate to ensure county resources are best utilized and that health concerns are addressed in the most efficient and effective way.
- Communicate, support, and promote each other’s programs so our community is aware of and utilizes our resources.
- Improve the health, partnerships, and communication amongst community health leaders.

**Sampson County Health Department
Strategic Action Plan
2022-2026**

VI. Strategic Goals:

Goal 1:*	To improve the health status and prevent premature death for all residents of Sampson County.
Goal 2:	Provide a coordinated Public Health response to manmade or natural disaster or communicable disease outbreak.
Goal 3:	Maintain a competent public health workforce.
Goal 4:	To improve public services and programs and increase collaboration among fiscal agencies/health care providers leading to improved patient care.
Goal 5:	Increase public awareness of public health programs and services in Sampson County.
Goal 6:	To safeguard life, promote human health and protect the environment with the use of technology, rules and public education.

*Address Community Health Assessment Priorities

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 1:	To improve the health status and prevent premature death of all residents of Sampson County.		
Objective # 1	Reduce the premature death rate by 10% for Sampson County		
Baseline Data	Sampson County Age-Adjusted Diabetes Death Rate from 2015-2019: 49.2 per 100,000 Source: North Carolina States Center for Health Statistics		
CHA Priority Addressed			
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Collaborate with all known agencies and organizations in the county working towards diabetes prevention and treatment.	Diabetes Program Coordinator Health Promotion Coordinator	E-Sampson County Community Wellness Committee E-Local providers E-Sampson Regional Medical Center	Ongoing
Attend health fair during Diabetes Awareness Month	Health Educator. Diabetes Program Coordinator	E-Sampson County Community Wellness Committee	November- annually
Increase the number of diabetics served through clinical services by 10% annually	Diabetes Program Coordinator	E-Sampson County Community Wellness Committee E-Local Providers	Ongoing
Market Diabetes services and awareness. a. Submit diabetes awareness and prevention articles to local paper in November annually b. Provide diabetes information packets to providers at least every six months. c. Publicize community diabetes events in paper, radio, and website.	Health Educator/ Diabetes Program Coordinator		Ongoing

Implement a Diabetes Support group. (current number 0)	Diabetes Program Coordinator		November 2023
--	------------------------------	--	---------------

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 1:	To improve the health status and prevent premature death of all residents of Sampson County.		
Objective # 2	Reduce the Infant mortality death rate by 1% for Sampson County		
Baseline Data	Sampson County Infant Mortality Rate: 6.5 per 1,000 in 2020 Source: North Carolina State Center for Health Statistics		
CHA Priority Addressed	Teen Pregnancy		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Collaborate with all known agencies and organizations in the county providing prenatal care services in Sampson County.	Maternal Health Coordinator Maternity Care Coordination staff. Child Service Coordination staff	E-Local providers E-Sampson Regional Medical Center	Ongoing
Update local providers about the Pregnancy Medical Home Program policy	Maternal Health Coordinator Pregnancy Care Management Coordination Staff	E-Local Providers	Annually
Provide smoking education for prenatal patients to include You Quit, Two Quit and NC Quitline Referrals and education	SRMC Staff Provides You Quit, Two Quit education. MH coordinator/APP		Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 1: (continued)	To improve the health status and prevent premature death for all the residents of Sampson County.		
Objective # 3	Decrease the adolescent pregnancy rate among females ages 15-19 by 5%. Decrease the percentage of repeat pregnancies to teens ages 15-19 by 10%.		
Baseline Data	Sampson County Pregnancy rate for 15-19 year old group was 41.6 per 1,000 in 2020 with 20.2% of the total being repeat pregnancies. Source: North Carolina State Center for Health Statistics		
CHA Priority Addressed	Teen Pregnancy		
Activities	Lead Person(s)	Partners N=new/E=existing	Timeframe
Family Planning staff, Health educator, case management staff will provide contraceptive counseling and link to health department services to teens with one or more pregnancies	Family Planning Coordinator, Health Educator Case Management Staff	E- Health Educator, Case Management Staff E- Academic Abundance	Ongoing
Expand family planning services to include long term contraceptive devices.	Family Planning Coordinator/Health Educator		Ongoing
Continue to provide emergency contraceptive services.	Family Planning Coordinator		Ongoing
Offer “Reducing the Risk” to 9 th grade students in participating high schools to decrease to reduce the percentage of untended pregnancy, STDs and HIV	Health Educator	N-Sampson County Schools, Academic Abundance E- Sampson County Community Wellness Committee	Ongoing
Offer NC Healthy Living Standard Course of Study to include family planning	Health Educator	N-Health Education staff, School Systems	Ongoing

education classes in the School systems.			
Outreach activities to include Teen Health Fair held annually to focus on middle and high school students	Health Educator	E-Sampson Partners Community Wellness Committee	Annually
Offer/provide STD testing services to all clients as requested or required	Clinic staff, STD ERRN, NPs		Ongoing
Provide individual and community education regarding STDs and potential complications	Clinic Staff, Health Educator		Ongoing
Provide STD/Teen Pregnancy Outreach in the community to the public with an emphasis on teens	Health Educator	E-Academic Abundance	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 1:	To improve the health status and prevent premature death for the residents of Sampson County.		
Objective # 4	Reduce the death rate resulting from the leading causes of death (cancer, heart disease and stroke) by 5%.		
Baseline Data	<p>Sampson County Age-Adjusted Death Rates: 2015-2019 Cancer - 185.9 per 100,000 Heart Disease - 181.6 per 100,000 Stroke - 47.5 per 100,000 Source: State Center for Health Statistics</p> <p>Sampson County Rates 2019: Adult Obesity - 40%, Physical Inactivity - 33% Source: County Health Rankings and Roadmaps</p>		
CHA Priority Addressed	Obesity (through exercise and nutrition)		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Provide Breast and Cervical Control Program (BCCCP)/ Wisewoman services for a minimal of 50 women meeting the BCCCP eligibility criteria.	BCCCP Program Coordinator	E-Local Health Care providers, Sampson Regional Medical Center.	Ongoing
Increase public awareness of breast cancer and cervical cancer risk and resources available through the Sampson County Health Department.	BCCCP Program Coordinator/Health Educator	E-Breast and Cervical Cancer Advisory Board, Health Department Staff	Ongoing
Implement WW patient referrals to the state for 2 nd & 3 rd Health Coaching calls.	BCCCP Program Coordinator/Health Educator		Ongoing

Promote Eat Smart, Move More, Maintain don't gain! Holiday Challenge each year.	Health Educator		Ongoing
Sponsor Breast and Cervical Cancer Annual Rally and Health Fair for the purpose of promoting awareness in the minority population	Health Educator	E-Breast and Cervical Cancer Advisory Board	Annually-October
Provide education on the Chronic Diseases and preventative measures to decrease risk factors through articles, flyers, health fairs and pamphlets	Health Educator	E-Sampson County Community Wellness Committee	Ongoing
Implement Primary Care Clinic to provide Health Services for the un and underinsured population	Director of Nursing/Adult Health Clinic Manager		Ongoing
Provide Chronic Disease education to the public through newspaper articles, flyers, health fairs, and pamphlets.	Health Educator	E-Sampson County Community Wellness Committee	On-Going
Assist as needed with the "Journey to Health" Program	Health Educator	E-Sampson County Community Wellness Committee, Sampson Regional Medical Center	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 1:	Improve the health status and prevent premature death for all residents of Sampson County.		
Objective # 5	Increase the number of children served through the public health department by 5%. Provide comprehensive services to the children of Sampson County in the form of outreach, referral, immunizations and well child clinical services.		
Baseline Data	Services provided during 2021 fiscal year: 234		
CHA Priority Addressed			
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Increase the number of Child Health referrals for clinical services by 10%	Child Health Coordinator	E-DSS, Head Start, Local providers.	Ongoing
Meet state requirements for referrals to the Care Management for At-Risk Children Program and ensure all children that qualify are offered the program.	Care Coordinator for Children Program Coordinator	E-Local providers, Local hospital, Department of Social Services	Ongoing
Continue to provide immunization consultation services to 100% of the childcare providers in Sampson County. (Current numbers =38).	Immunization Coordinator	E-Partnership for children, Head Start	Ongoing
Increase the number of children immunized with the 4Tdap; 3 Polio; 2 MMR, 3 HIB, 3 Hep B series by 24 months of age to 90% .	Immunization Coordinator	E-Local Providers	Ongoing
Increase the number of private medical providers in our county documenting into the Immunization Registry to 100%.	Immunization Coordinator	E-Local Providers	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 1:	Improve the health status and prevent premature death for all residents of Sampson County.		
Objective # 6	Reduce the unintended poisoning mortality rate due to substance abuse.		
Baseline Data	Sampson County Medication or Drug Overdose: 2021 - 157 NC DETECT		
CHA Priority Addressed	Substance Use		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Investigate and implement evidence based substance abuse prevention programs	Health Educator	E-Substance Abuse Coalition, Community Wellness Committee N- Eastpointe, Inc	Ongoing
Community Education on the use or misuse of prescription and other medications	Health Educator	E-Substance Abuse Coalition, Community Wellness Committee N-Eastpointe, Inc	Ongoing
Continue to promote and provide Naloxone kits to the community residents	Health Educator, Health Department staff	E-Substance Abuse Coalition, Community Wellness Committee N-Eastpointe, Inc.	Ongoing
Assist with Take Back Events this fiscal year	Health Educator	E-Substance Abuse Coalition, Community Wellness Committee, Clinton Police Department	Ongoing
Promote QuitlineNC to decrease the percentage of adults, middle and high school students who are current tobacco users to include e-cigarettes/Juuls	Health Educator	E-Substance Abuse Coalition, Community Wellness Committee	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 2:	Provide a coordinated Public Health response to a manmade or natural disaster or communicable disease outbreak		
Objective # 1	Implement a communicable disease surveillance system that will allow for timely reporting of diseases as required by NC Communicable Disease Laws (10A NCAC 41A.0101.		
Baseline Data	Approximately 60% of the communicable diseases are reported to our agency by the local physicians. There are a total of 42 physician practices located in Sampson County. Of these 42 offices, only 60% consistently report to the local health department as required by NC Communicable Disease Laws. Those diseases that require reporting in 24hrs are not reported in a timely manner.		
CHA Priority Addressed	State Mandated Goal		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Provide education to local providers and local public health staff twice a year on diseases and conditions that are reportable according to NC Communicable Disease Laws.	Communicable Disease Program Coordinator	E- Local health providers in Sampson County	Ongoing
Implement the North Carolina Electronic Disease Surveillance System- NCEDSS- to monitor CD reports received from providers.	Communicable Disease/TB Program Coordinator, Immunization Coordinator, STD Coordinator	E- Local health providers in Sampson County	Ongoing
Continue respiratory fit testing for 100% of staff and provide with an N95 mask or appropriate substitute.	Communicable Disease Coordinator	E-Local Health Department Staff	Annually
Continue to maintain an active Epi Team to meet as needed or quarterly to discuss and review agency plans regarding communicable diseases, outbreaks, train for response to outbreaks and other issues.	Epi Team Chair	E- Local Health Department Epi Team	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 2: (continued)	Provide a coordinated Public Health response to a bioterrorism event or communicable disease outbreak.		
Objective # 2	Improve operational readiness for management of man-made, natural disasters, including bioterrorist threats, emerging communicable diseases, and weapons of mass destruction		
Baseline Data	Not Applicable		
CHA Priority Addressed	State Mandated Goal		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Maintain two Preparedness Coordinators	Health Director		Ongoing
Maintain up-to-date shelter protocol inclusive of staff training for use in instances of disaster	Nursing Director	E-American Red Cross, Director of Social Services, Emergency Management Director	Ongoing
Conduct or participate in a full-scale Medical Counter Measures (MCM) exercise. Submit AAR within 120 days of exercise.	Nursing Director/Preparedness Coordinator	E-EM, SRMC, LEPC	Once Every 5 Years (due again in 2026)
Complete Training & Exercise Planning Workshop TEPW and Multi-Year Trainings and Exercise Plan MYTEP as well as trainings and exercises with AAR and Corrective Action Plans per Homeland Security Exercise Evaluation Program (HSEEP) guidance.	Nursing Director/Preparedness Coordinator	E-EM, SRMC, LEPC,	Annually
Continue development of Public Health Hazards Response Plan to include Strategic National	Nursing Director/Preparedness Coordinator	E-Local EMS, LEPC, Sampson Regional Medical Center, PPHR-ERO	Ongoing

<p>Stockpile, High Consequence Pathogens/Ebola plan, Emergency Risk Communications Plan, and Pandemic Influenza Plans</p>			
<p>Attend monthly preparedness Coordinators Meeting and collaborate with other counties in the region during plan development to maximize resources in the event of disaster.</p>	<p>Nursing Director, Preparedness Coordinator/Others as assigned by the Health Director.</p>	<p>E-PHPR-ERO</p>	<p>Ongoing</p>
<p>Ensure Preparedness Coordinators have received HSEEP Training per State requirements.</p>	<p>Health Director</p>	<p>E-PHPR-ERO</p>	<p>As Needed</p>

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 3:	Maintain a competent public health workforce		
Objective # 1	Workforce will be equipped to provide the best quality services possible through the use of best practices for recruitment, continuing education/training and retention practices and through the addition of staff necessary to increase capacity to respond to public need.		
Baseline Data	Vacancy rate for FY 2021 20%		
CHA Priority Addressed	Having a competent workforce is essential for meeting the CHA targets for improved health care and increased access to care.		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Train staff as appropriate to become/remain current with trends in communicable disease prevention care and treatment.	Director of Nursing/ Management Team	E	Ongoing
Sampson County Health Department (SCHD) managers continue to apply current departmental training requirements	Management Team	E	Ongoing
All SCHD staff will attend a minimum of 8 hrs. of continuing education related to their position in addition to required departmental/ position training	Management Team	E	Ongoing
The average annual vacancy rate will not exceed 30% annually	Management Team	E	Ongoing
Recruit and retain professional staff-NP, Nurses, Nutritionist	Management Team	E	Ongoing

Maintain number of bilingual staff. (Current number=6.)	Management Team	E	Ongoing
Licensed, registered or certified staff will be monitored to insure they are receiving the minimum number of contact hours.	Management Team	E	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 4:	To improve public health services and programs and increase collaboration among fiscal agencies/health care providers leading to improved patient care.		
Objective # 1	Implement information system for automated means of providing improved patient care, capturing patient information, monitoring reporting and billing services.		
Baseline Data	The health department currently uses CureMD and multiple state electronic systems to capture information.		
CHA Priority Addressed	An annual review of electronic equipment to include replacement of inventory to make health care more accessible by ensuring appropriate electronic devices and systems are available to provide patient care, capturing patient information, monitoring reporting and billing services.		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Identify training needs of staff for evaluation and update of the EHR system	Management Team/Accounting Supervisor/Nursing Supervisor	State Agencies, CureMD Team, TAC Team	Ongoing
Evaluate and define optimal equipment needed to provide health department services.	Management Support/Accounting Supervisor/Department Supervisor	Department Supervisors, TAC Team	Ongoing
Follow-up on all needed equipment to include purchasing	Management Support Supervisor	Sampson County IT, TAC Team	Annually
On-going training and education based on the type of system to include system updates	Management Team	E-Supervisors	On-going
Education on Client Services Data Warehouse (CSDW)/Cure-MD Reports	Accounting Supervisor	E-State, CureMD staff	Ongoing
Maintain an inventory data system for evaluating computer software and hardware and evaluate at	Administrative Assistant	TAC Team Chair, Sampson County IT, Department Supervisors	Ongoing

least annually and as needed.			
Transition to Medicaid Managed Care – Clinical and Fiscal	Management Team	N	Evaluate July 2023

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 4:	To improve public health services and programs and increase collaboration among fiscal agencies/health care providers leading to improved care.		
Objective # 2	Improve coordination of efforts among divisions within the health department		
Baseline Data	No baseline data available		
CHA Priority Addressed	Teen Pregnancy		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Formally participate in an Adolescent Prevention Coalition to review data and develop action plans to reduce teenage pregnancy in Sampson County.	SCHD Health Educator, Family Planning Coordinator	E-Sampson County Community Wellness Committee, Academic Abundance N-School Systems	Ongoing
Partner with local agencies for the purpose of development of the Community Health Assessment.	SCHD Health Educator	N-Local agencies, hospital, private agencies E-Sampson County Community Wellness Committee	Ongoing
Continue to partner with all community stakeholders including animal control, law enforcement, schools, local providers and other to advance positive public health outcomes	Management Team	E-Sampson County Community Wellness Committee	On-going
Review services provided by different divisions to the same client in order to provide coordinated care and better serve the clients	QI/QA Team		On-going

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 4 (continued)	To improve public health services and programs and increase collaboration among fiscal agencies/health care providers leading to improved patient care.		
Objective # 3	To assure quality service delivery in all health department programs and activities		
Baseline Data	The Health Department currently has a QI/QA Team in place that will monitor service delivery and implement changes as needed.		
CHA Priority Addressed			
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Maintain Quality Improvement/ Quality Assurance Team Leader	Health Director		On-going
Maintain the department’s quality improvement plan to develop internal improvement plans for services and programs.	QI/QA Team Leader/QI/QA Team		Ongoing
Maintain the department’s quality assurance plan to ensure quality services are provided for all health department services and to provide input for quality improvement projects.	QI/QA Team Leader/QI/QA Team		Ongoing
Develop corrective action plans in response to program complaints, audits and reviews to improve program services.	Program Coordinators/QI/QA Team Leader.	E-State Consultants	Ongoing
Maintain QI/QA Program in Environmental Health to ensure quality services are provided and to provide information for quality improvement projects.	EH Supervisor	E-State Consultants	Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 5:	Increase public awareness of public health programs and services in Sampson County.		
Objective # 1	Increase knowledge of the Health Department and Environmental Health Services. Strive to promote a positive image for the Sampson County Health Department and Environmental Health Services in the community.		
Baseline Data	Outreach activities to promote services		
CHA Priority Addressed			
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Maintain Public Relations Plan for the Sampson County Health Department	Management Team/Health Educator		On-going
Request feedback on departmental facilities and services provided by health department /EH customers	Management Team		Annually
Seek consumer feedback on all programs and services provided by the Sampson County Health Department/EH.	Management Team		Annually
Develop mechanism for analyzing and responding to consumer feedback.	QI/QA Team/Management Team		Annually
Revise and update the Health department Website	Management Team	E-Information Technology	Annually

**Sampson County Health Department
Strategic Action Plan
2022-2026**

Goal 6:	To safeguard life, promote human health and protect the environment through the practice of modern environmental science, the use of technology, rules and public education.		
Objective # 1	Protect the public from food borne outbreaks through a diligent inspection program, education and by maintaining a well trained staff. Insure high standard of water quality in private wells through water sampling and education. Protect the environment from pollution of air and water systems.		
Baseline Data			
CHA Priority Addressed	State Mandated Service		
Activities	Lead Person	Partners N=new/E=existing	Timeframe
Offer ServSafe training to at least 30 managers and employees of food establishments to ensure a high food service standard within the county	Environmental Health Supervisor/EH Staff		Ongoing
Staffing and assignments will be monitored and adjusted to ensure the 100% compliance inspections.	Environmental Health Supervisor/EH Staff		Ongoing
Continue to educate stakeholders and community about the state requirement for mandated services	Environmental Health Supervisor/EH Staff		Ongoing
Maintain electronic recycling plan	Environmental Health Supervisor		Ongoing
Implement software for Food & Lodging and On-Site	Environmental Health Supervisor		Ongoing

**Sampson County Health Department
Strategic Action Plan
2022-2026**

VII. Next steps:

In order to solicit community input to the Strategic Plan, the plan will be made available on the Sampson County Health Department website and announced in the local newspaper. Public feedback will be requested.

All health department staff will receive a copy of the strategic plan as an e-mail attachment. Hard copies of the Strategic Plan will be available for public review at the health department or environmental health site.

Recognizing that a strategic plan provides a sense of direction, there is also the need to remain flexible to changing needs, resources and requirements. This plan will be reviewed and updated annually by the health department staff and the Board of Health.

Community Engagement with these efforts is needed and strongly encouraged. If you are interested in the health department initiatives, please contact Wanda Robinson, Health Department Director - wrobinson@sampsonnc.com

This plan will be posted on the Sampson County Health Department website:
www.sampsonnc.com.

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 5

Meeting Date: February 6, 2023	<input type="checkbox"/>	Information Only	<input type="checkbox"/>	Public Comment
	<input type="checkbox"/>	Report/Presentation	<input type="checkbox"/>	Closed Session
	<input checked="" type="checkbox"/>	Action Item	<input type="checkbox"/>	Planning/Zoning
	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>	Water District Issue

SUBJECT: Late Property Tax Exemption Request

DEPARTMENT: Tax Administration

PUBLIC HEARING: No

CONTACT PERSON(S): Ed Causey, County Manager/Jim Johnson, Tax Administrator

PURPOSE: To Consider a Late Property Tax Exemption Request Memo,

ATTACHMENTS: Application, Correspondence

BACKGROUND:

A property tax exemption request was received from Farm Credit Leasing Services on February 27, 2023. GS 105-281.1(a) requires all property tax exemption applications to be filed in January, the annual listing period. The Board of Commissioners has the statutory authority to approve late property tax exemption applications that are submitted within the same calendar year that the tax exemption application is applied for. This application meets all statutory requirements other than being timely filed, and the tax administrator recommends the approval of this late application request.

RECOMMENDED ACTION OR MOTION:

Approve the late property tax exemption application for Farm Credit Leasing Services as recommended

Sampson County
Office of Tax Assessor
PO Box 1082
Clinton, NC 28329

Phone 910-592-8146

Fax 910-592-1227

To: Ed Causey, County Manager
From: Jim Johnson, Tax Administrator
Date: March 21, 2023
Subject: Late Property Tax Exemption Request

The attached property tax exemption application was received on February 27, 2023. GS 105-281.1(a) requires all property tax exemption applications to be filed in January, the annual listing period. The Board of Commissioners has the statutory authority to approve late property tax exemption applications that are submitted within the same calendar year that the tax exemption application is applied for. The applicant is as follows:

Farm Credit Leasing Services
6340 Fiddlers Green Circle
Greenwood Village, CO 80111-4951

A letter is attached requesting approval of the late application.

The application meets all statutory requirements other than being timely filed. I recommend approval of this late application request.

Please put on the Board of Commissioner's consent agenda for April 3, 2023.

APPLICATION FOR PROPERTY TAX EXEMPTION OR EXCLUSION

County: Sampson Municipality: Autryville Application for Tax Year: 2023

Full Name of Owner(s): Farm Credit Leasing Services Corporation

Trade Name of Business: Farm Credit Leasing Services Corporation

Mailing Address of Owner: 6340 S Fiddlers Green Circle, ATTN: Tax Department, Greenwood Village, CO 80111-4951

Phone: (720) 583-9260 Cell: _____ Email: _____

List the property identification numbers and addresses/locations for the properties included in this application (Attach list if needed.)

Property ID #: _____ Address/Location: 2092 Leroy Autry Rd, Autryville NC 28318-7314

Property ID #: _____ Address/Location: _____

Property ID #: _____ Address/Location: _____

Non-Deferment Exemptions and Exclusions: Select or annotate the exemption or exclusion for which this application is made. These exemptions or exclusions do not result in the creation of deferred taxes. However, taxes for prior years of exemption or exclusion may be recoverable if it is later determined that the property did not qualify for exemption or exclusion for those prior years.

- | | |
|---|---|
| <input type="checkbox"/> G.S. 105-275(8) Pollution abatement/recycling | <input type="checkbox"/> G.S. 105-278.5 Religious educational assemblies |
| <input type="checkbox"/> G.S. 105-275(17) Veterans organizations | <input type="checkbox"/> G.S. 105-278.6 Home for the aged, sick, or infirm |
| <input type="checkbox"/> G.S. 105-275(18),(19) Lodges, fraternal & civic purposes | <input type="checkbox"/> G.S. 105-278.6 Low- or moderate-income housing |
| <input type="checkbox"/> G.S. 105-275(20) Goodwill Industries | <input type="checkbox"/> G.S. 105-278.6 YMCA, SPCA, VFD, orphanage |
| <input checked="" type="checkbox"/> G.S. 105-275(45) Solar energy electric system | <input type="checkbox"/> G.S. 105-278.6A CCRC-Attach Form AV-11 |
| <input type="checkbox"/> G.S. 105-275(46) Charter school property | <input type="checkbox"/> G.S. 105-278.7 Other charitable, educational, etc. |
| <input type="checkbox"/> G.S. 105-277.13 Brownfields-Attach brownfields agreement | <input type="checkbox"/> G.S. 105-278.8 Charitable hospital purposes |
| <input type="checkbox"/> G.S. 105-278.3 Religious purposes | <input type="checkbox"/> G.S. 131A-21 Medical Care Commission bonds |
| <input type="checkbox"/> G.S. 105-278.4 Educational purposes (Institutional) | <input type="checkbox"/> Other: _____ |

Tax Deferment Programs: Select the tax deferment program for which this application is made. **These programs will result in the creation of deferred taxes that will become immediately due and payable, *with interest*, when the property loses eligibility. The number number of years for which deferred taxes will become due and payable varies by program. Read the applicable statute carefully.**

- | |
|--|
| <input type="checkbox"/> G.S. 105-275(12) Nonprofit corporation or association organized to receive and administer lands for conservation purposes |
| <input type="checkbox"/> G.S. 105-275(29a) Historic district property held as a future site of a historic structure |
| <input type="checkbox"/> G.S. 105-277.14 Working waterfront property |
| <input type="checkbox"/> G.S. 105-277.15A Site infrastructure land |
| <input type="checkbox"/> G.S. 105-278 Historic property-Attach copy of the local ordinance designating property as historic property or landmark. |
| <input type="checkbox"/> G.S. 105-278.6(e) Nonprofit property held as a future site of low- or moderate-income housing |

Describe the property: Solar Array

Describe how you are using the property: (If another organization is using the property, give their name, how they are using the property, and any income you receive from their use) Electric Distribution

Affirmation: I, the undersigned, declare under penalties of law that this application and any attachments are true and correct to the best of my knowledge and belief. I have read the applicable exemption or exclusion statute. I fully understand that an ineligible transfer of the property or failure to meet the qualifications will result in the loss of eligibility. If applying for a tax deferment program, I fully understand that loss of eligibility will result in removal from the program and the immediate billing of deferred taxes.

Signature(s) of Owner(s): Kgin Title: Vice President Date: 02/20/2023

All tenants of a tenancy Title: _____ Date: _____
in common must sign.

Title: _____ Date: _____

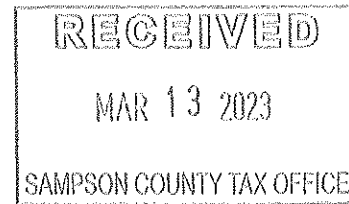
DO NOT submit this application to the NC Department of Revenue. Submit to the county assessor where the property is located.

OFFICE USE ONLY: [] APPROVED [] DENIED BY: _____ REASON FOR DENIAL: _____



1665 Utica Avenue South, Suite 400
Minneapolis, MN 55416
800-444-2929

Farm Credit Leasing Services Corporation
Tax Department
6340 S Fiddlers Green Circle
Greenwood Village, CO 80111
720-583-9260
taxgroup@cobank.com



March 7, 2023

Sampson County Board of Commissioners
c/o Sampson County Assessor
PO Box 1082
Clinton, NC 28329

Dear Chair Kivett and Honorable Commissioners:

Farm Credit Leasing Services Corporation found a data error in our business personal property asset listing for 2023 that was submitted in January. We discovered we had an additional asset, a solar array, to report in your county on behalf of our lessee, Member EMC Solar Five, LLC, at 2092 Leroy Autry Rd, Autryville, NC 28318-7314. We have since corrected this inadvertent error.

We filed an amended return with the County Assessor as soon as we became aware of the omission. It was postmarked on February 27.

We also filed the form AV-10 [Application for Property Tax Exemption or Exclusion] that is required to request the 80% exemption for a solar energy system in the packet that was postmarked February 27. N.C. Gen. Stat. § 105-275 classifies solar energy systems as "[p]roperty classified and excluded from the tax base. (45) Eighty percent (80%) of the appraised value of a solar energy electric system."

Farm Credit Leasing Services Corporation, on behalf of our lessee Member EMC Solar Five, is requesting your gracious consideration of this application for partial exemption past the usual due date of January 31, 2023. Had it not been for the unintentional omission of the asset in the original filing, which was corrected as soon as it was found, the application for exemption would have been timely filed.

Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "K Godowski".

Kathryn Godowski
Vice President of Tax

Sampson County
Office of Tax Assessor
PO Box 1082
Clinton, NC 28329

Phone 910-592-8146

Fax 910-592-1227

Farm Credit Leasing Services Corporation
Tax Department
6340 Fiddlers Green Circle
Greenwood Village, CO 80111

March 1, 2023

Ms. Godowski,

Our office received the property tax exemption request for a solar energy electric system located at 2092 Leroy Autry Road, Autryville, NC 28318. The postmarked date of the letter was February 27, 2023. This letter is to notify you that the request has been denied. Property tax exemptions must be submitted in the month of January, the regular listing period. The county assessor does not have the statutory authority to approve a late application. The governing board may approve a late application. If you wish to request approval please mail me a letter addressed to the Sampson County Board of Commissioners detailing the reason the exemption request was not timely filed. I will be glad to present the information to them for consideration. Please feel free to contact me if I can be of assistance to you.

Sincerely,

Jim Johnson

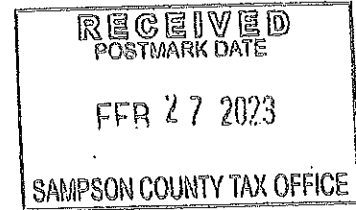


Sampson County Tax Administrator



1665 Utica Avenue South, Suite 400
Minneapolis, MN 55416
800-444-2929

Farm Credit Leasing Services Corporation
Tax Department
6340 S Fiddlers Green Circle
Greenwood Village, CO 80111
720-583-9260
taxgroup@cobank.com



February 21, 2023

Sampson County Assessor
PO Box 1082
Clinton, NC 28329

Dear Assessor:

Farm Credit Leasing Services Corporation found a data error in our asset listings for 2023. We discovered we have an additional asset or assets to report in your county that we did not identify in January.

Please find attached an amended return with these assets.

Thank you very much for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Kgin".

Kathryn Godowski
Vice President - Tax

**SAMPSON COUNTY
BOARD OF COMMISSIONERS**

ITEM ABSTRACT

ITEM NO. 6

Meeting Date: April 3, 2023

Information Only
 Report/Presentation
 Action Item
 Consent Agenda

Public Comment
 Closed Session
 Planning/ Zoning
 Water District Issue

INFORMATION ONLY

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

- a. January 23, 2023 - SCHD Health Advisory Committee Minutes
- b. February 20, 2023 - Dangerous Dog Appeal Hearing Minutes
- c. COVID Kiosk Machine

SAMPSON COUNTY HEALTH DEPARTMENT

Wanda Robinson
Health Director



360 County Complex Rd., Suite 200
Clinton, NC 28328

To: Mr. Edwin Causey
County Manager

Stephanie Shannon
Clerk to the Board

From: Wanda Robinson
Health Director

Subject: County Commissioner's Agenda-Information Items

Date: March 21, 2023

Attached are items that were approved by the SCHED Health Advisory Committee on March 20, 2023. These are being submitted as information items for review by the County Commissioners.

- I. January 23,2023 - SCHED Health Advisory Committee Minutes
- II. February 20,2023 - Dangerous Dog Appeal Hearing Minutes
- III. COVID Kiosk Machine

For any questions or comments, please contact me. Your assistance is appreciated.

Attachments:

- >January 23,2023 - SCHED Health Advisory Committee Minutes
- >February 20,2023 - Dangerous Dog Appeal Hearing Minutes
- >COVID Kiosk Machine Flyer

SCHD Advisory Committee Meeting Minutes
Monday, January 23, 2022

Change to agenda: III. Induction of new Advisory Members; IV. Election of Officers.

Attendance: Board Members- Dr. Jeffrey Bell, Yire Hernandez, Cynthia Davis, Allie Ray McCullen, Daniel Cumbo, Russell Devane, Lethia Lee.

Health Department and Administration Staff- Wanda Robinson, Cherish Allen, Tamra Jones, Kelly Parrish, Kory Hair, Erin Ellis, Joel Starling, Edwin Causey.

- I. **Call to Order:** Dr. Jeffrey Bell
- II. **Invocation:** Commissioner Lethia Lee
- III. **Induction of new Advisory Members:** Daniel Cumbo and Russell Devane were inducted by Cherish Allen.
- IV. **Election of Officers:**
 - a) Chair: Yire Hernandez nominated Dr. Jeffrey Bell for Chair. Dr. Cynthia Davis 2nd the nomination. No member opposed. Dr. Jeffrey Bell was elected Advisory Committee Chair for another year.
 - b) Vice Chair: Dr. Jeffrey Bell nominated Linda Peterson for Vice Chair. Yire Hernandez 2nd the nomination. No member opposed. Linda Peterson was elected Advisory Committee Chair for another year.
- V. **Approval of Minutes:**
 - a) November 21, 2022 SHCD Advisory Committee minutes: Motion to approve made by Allie Ray McCullen, 2nd by Lethia Lee; All in favor.
- VI. **2022 Communicable Disease Report:** Kelly reviewed report (see attached). The Health Department does have 2 vacancies for Communicable Disease nurses. Along with the transition and new changes, COVID will be merged with Communicable Diseases soon, currently it is in NCEDS. 2022 started with a significant surge in COVID cases. In January and February alone, Sampson County had 6,157 cases. To put that in perspective, the entire year of 2021, we had 7,306 cases. After that initial surge, we leveled out and had 10,628 cases for the 2022 year. SCHD staff performed 1,728 COVID tests onsite and countless home tests were distributed. SCHD staff administered 3,480 COVID vaccines in 2022 and 30,539 vaccines since the start of the pandemic. Currently there are 138 people in Sampson County with HIV. There are also 4 active TB cases with a potential of 6.

*Kelly reviewed the COVID update that was passed out to Committee Members. Update includes surveillance of variants, community levels by County, and early warning indicators. See attached update for more specific information. Wanda reminded Committee that the Health Department is still vaccinating and testing.

VII. Primary Care Clinic: Kelly reported that the Health Department has purchased cartridges to be able to perform RSV, Flu, COVID antigen, and Rapid Strep tests. These tests will be a significant part of the Primary Clinic. This will also help providers provide correct and accurate treatment.

VI. Financial

- a) Monthly Update: Tamra reviewed the monthly update (see attached). Most program numbers on activity summary are consistent. Numbers in Child Health and Family Planning are below budget, this could be due to only having 1 provider since mid-October. Tamra stated that overall, programs are above budget. Tamra reviewed local revenues (see attached). No questions from the Committee.
- b) SCHD Fee Schedule/CPT Update: New primary care CPT codes/Fees added to the list are- Rapid RSV, Rapid Flu A&B, Rapid Strep. These tests will be performed in house at the cost of \$25. Motion to approve made by Allie Ray McCullen, 2nd by Dr. Cynthia Davis; All in favor.

VIII. Health Directors Comment: *Health Department Staff was asked to step out.

- a) Vacancies
- b) Recruitment/Retention Grant (Health Advisory Members only) *

IX. Public Comment: None.

X. Adjournment

Next meeting March 20th, 2023.

Linda Peterson 3-20-23
~~Jeffrey Bell~~ Absent Date
Advisory Committee Chair (VICE)
Linda Peterson

Wanda Robinson 3/20/23
Wanda Robinson Date
Secretary

SCHD Advisory Committee
Dangerous Dog Appeal Hearing Minutes
February 20, 2023 at 6:30 pm

Attendance

Board Members: Dr. Jeffrey Bell, Dr. Cynthia Davis, Dr. Shane Sundlie, Yire Hernandez, Russel Devan, Daniel Cumbo, Linda Peterson, Cassie Faircloth.

County Employees: Wanda Robinson, SGT. Jessica Byrd, Deputy Cribbs, and Cherish Allen

Speakers:

I. **Call to Order:** Dr. Jeffrey Bell called Hearing to order. Dogs in question are Braveheart and Jake. Owners are Oscar Williams and Evelyn Williams.

II. **Dangerous Dog Hearing:**

a) Overview of Dangerous Dog Hearing Process: Dr. Jeffrey Bell reviewed Article 1A. Dangerous Dogs Sections (a) (1) a. and b; (2) a. b. and c. (See attached). Dr. Jeffrey Bell stated explained that all speakers will have five minutes to speak, then will be asked questions by the Committee. He explained that it is important to stay on topic and give facts of exactly what happened and what was witnessed during the events that occurred on January 26, 2023.

b) Public Comment:

Dr. Jeffrey Bell called Theresa Petty to speak. Ms. Petty was sworn in under Oath by Wanda Robinson.

- Ms. Theresa Petty stated that on 1/26/2023 her granddaughter asked if she could go for a walk, which she does all the time, typically just around the block and then back home. She then changed clothes, grabbed her cell phone, and left. At approximately 3:40 PM (approximately 5 minutes after Emily left the house), Ms. Petty received a call from Emily. She stated that Emily was hysterically crying and unable to tell her where she was. At this time, Emily's father left the house on foot and started down the street. Ms. Petty stated that Mrs. Evelyn Williams heard Emily's screams and walked out of her residence and called off the dogs. She then brought Emily and Emily's fathers back to Ms. Petty's residence. When she arrived, Ms. Petty was standing in the yard. She stated that Emily she was bloody and hysterical. Ms. Petty then put Emily in her car and rushed her to the ER, where she had to be sedated. Ms. Petty stated, "I watched flesh fall as they cleaned her wounds." She stated that the hospital staff called Animal Control. She explained that it is hard to talk about and that Emily is now fearful and has anxiety.

When the attack happened, Ms. Petty believed that Emily was across the street from the William's residence and in the driveway of the "blue double wide".

Russell Devane asked the approximate weight of Emily Williams. Ms. Petty replied that she was about 150 lbs.

Dr. Jeffrey Bell called Michael Petty to speak. Mr. Petty was sworn in under Oath by Wanda Robinson.

- Mr. Petty stated, "I don't have a lot to say because I was at work, but the dogs have come in my yard before. There are outside cats, and they've killed them. I have chased the dogs off and I told him I'd shoot them if they were in my yard. It's not right, you can't walk the city streets without these dogs chasing you. They are a nuisance."

No questions from the Board.

Dr. Jeffrey Bell called Emily Williams to speak. Emily Williams was sworn in under Oath by Wanda Robinson.

- Emily stated she didn't know what to say about it. She stated that with her anxiety, PTSD, and depression she now wants to move and change schools because of this and it's a lot.

Dr. Jeffrey Bell asked if she were ever on the Williams' property? Emily replied "No."

Russell Devane asked if she saw what direction the dogs came from or if she heard them coming towards her? Emily proclaimed she did not see them or hear them. She stated, "I had in both of my air pods."

Dr. Cynthia Davis asked if the diagnosis of Anxiety, PTSD, and Depression were new since the attack. Emily replied, "Yes."

Dr. Cynthia Davis asked if there were any broken bones or stitches? Emily replied, "No."

Ms. Petty stated that skin grafts and laser surgery will be required due to the extent of the wounds on the back of Emily's thigh. When asked why they didn't place stitches instead, Ms. Petty stated there was no skin to attach to. Photos were passed around to the Board Members that showed Emily's wounds. Dr. Cynthia Davis asked if it was an ER physician, Pediatrician, or Plastics that recommended the skin graft? Ms. Petty stated it was an ER physician, as the pediatrician would not touch it and recommended her go back to the ER, due to the redness, swelling and bleeding of the thigh wound. She stated she did take Emily back to the ER on February 6, 2023.

Dr. Jeffrey Bell called Mr. Oscar Williams to speak. Mr. Oscar Williams was sworn in by Wanda Robinson.

- Mr. Williams stated, "First, I am truly sorry this happened. I know it does not change things, and that's from the heart." He explained that at the time of the incident he was in Salemburg. When his wife called him, he immediately headed home. He asked that the Board members view the video he had from his

outdoor camera (video was passed around). He mentioned that in the video you could see that as soon as his wife called the dogs they came, as well as Emily was sitting in his front yard, not across the street. He explained that Emily was no stranger to Braveheart and Jake. He stated, "She had been over several times when they were puppies and held them, especially Braveheart." He mentioned that his dogs go over to the church and have no history of biting. He stated, "My dogs are not dangerous or aggressive." He questioned the incident occurred 1.5 year ago, as there is no medical report or animal control report. Mr. Williams stated, "My dogs have never broken out of the fence. When they have gotten out, it is due to our negligence." He explained that on the day of the incident, his wife was putting them in the fence, they got loose once she unleashed them and escaped through the open gate. Mr. Williams added he has witnessed people harassing his dogs from the road.

Russel Devane asked if Mr. Williams had a circle driveway? He explained that he did not. His fence was about 20 ft from the front steps. Russel Devane asked if Emily was inside the fence? Mr. Williams stated she was not. The dogs were outside the fence due to getting through the gate when Mrs. Williams was putting them in the fence. Russel Devane then asked where this was in reference to where the wife was standing in the video? At this time, Mrs. Williams showed a photo of the front yard and where the gate/fence was located that was on her phone. Mr. Williams explained again that his dogs are never allowed to run loose and are inside dogs. They only go into the fence when they must go outside or for fresh air.

Dr. Shane Sundlie asked the time frame from when the dogs got loose to when the incident occurred. She asked if maybe they had been out wondering for approximately 2 hours? Mrs. Williams replied, "Yes." It was stated that they got loose around 1:00-1:30 PM.

Dr. Cynthia Davis asked if Mr. Williams had ever been notified before that his dogs had killed cats? He stated, he had not except for the last time he was looking for his dogs, he was told "something about cats" in person. That is when the threat from the Petty's was made that they were going to shoot his dogs. Shortly after this threat, one of his dogs had been shot.

Linda Peterson asked if Mrs. Williams knew the dogs were out and free roaming? Mr. Williams stated, "Yes." Mrs. Williams explained that when they did get loose, they ran from the home.

Dr. Jeffrey Bell asked if any Board Members wanted to hear from Animal Control. Dr. Cynthia Davis asked how they were at the shelter. Sgt. Byrd stated that they are not over friendly with the staff, therefore they are taking precautions to not get bit. She then mentioned that there was no issue when the owner was present at the residence. Mr. Williams stated that when the dogs were picked up by animal control, they jumped in the truck when animal control knocked on the tailgate, without barking or growling. He stated he goes to see them every day at the animal shelter and the staff there has had no problems.

FREE COVID-19 Testing

TestAndGo™ self-service Kiosk for COVID-19 Testing – Now Available!



Where: *Samson County Health Department*
360 County Complex Rd., Clinton, NC 28382

When: Beginning March 9th, 2023

Who should test? Anyone experiencing of the following:
○ COVID Symptoms
○ Exposure to COVID

Register: <http://register2.testandgo.com/>

Support: (800) 402-0000



Safe and Confidential.

- Provides a secure and discrete way to obtain highly reliable test results.
- Safeguards personally identifiable information with advanced data security.



Easy and Flexible.

- Allows registration and testing to take place at the kiosk or at home.
- Sends test results directly to email or phone within 24-48 hours.



Accessible 24/7/365 and Sustainable.

- Convenient access regardless of schedule
- Tests are available at no-cost to patients, regardless of insurance type or status.