



TO: Wayne County Board of Commissioners

FROM: Craig Honeycutt, Wayne County Manager

DATE: May 31, 2022

SUBJECT: Board of Commissioners Meeting – June 7, 2022

The Appointment Committee of the Wayne County Board of Commissioners will meet on Tuesday, June 7, 2022, at 7:30 a.m. in Room 458 of the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina.

At 8:00 a.m., the Wayne County Board of Commissioners will meet for a briefing session and other matters in the Commissioners Meeting Room on the fourth floor of the Wayne County Courthouse Annex, located at 224 E. Walnut Street in Goldsboro, North Carolina.

The formal Wayne County Board of Commissioners meeting will begin at 9:00 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina.

The public is invited to view the meeting livestream at www.waynegov.com.



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WAYNE COUNTY BOARD OF COMMISSIONERS AGENDA

June 7, 2022 – 9:00 A.M.

PLEASE SILENCE YOUR CELLPHONES

CALL TO ORDER – Chairman Joe C. Daughtery

INVOCATION – Vice-Chairman George Wayne Aycock, Jr.

PLEDGE OF ALLEGIANCE – Vice-Chairman George Wayne Aycock, Jr.

APPROVAL OF MINUTES – May 17, 2022

Pg. 4-9

DISCUSSION/ADJUSTMENT OF AGENDA

SPECIAL PRESENTATIONS Time Limit of 6 to 10 Minutes

1. Update by Dr. Edward Croom of the University of Mount Olive.

APPOINTMENT COMMITTEE

9:15 A. M. PUBLIC HEARING

To Receive Public Comments regarding the sale of a County-owned Industrial Shell Building located at 400 Challen Court, Goldsboro, North Carolina, 27534 and being further described as Lot 8 in Plat Cabinet L, Slide 37-E of the Wayne County Registry. The Board of Commissioners will consider a sale of the property for \$2,000,000.00 to Hosokawa Custom Processing Services, LLC. *Each Speaker will have a time limit of four (4) minutes.*

Pg. 10

9:30 A.M. PUBLIC HEARING

To Receive Public Comments on the Proposed Budget for Wayne County for the fiscal year beginning July 1, 2022. *Each Speaker will have a time limit of four (4) minutes.*

Pg. 11

UNFINISHED BUSINESS

1. **Motion to Approve Recommendation for Changes to County Payroll Schedule.**

Pg. 12-14

CONSENT AGENDA

1. Application for Present Use Value. Pg. 15-16
2. Application for Property Tax Exclusion. Pg. 17-19
3. Budget Amendments Pg. 20-37
4. Motion to Establish a Board of Adjustment Public Hearing on July 19, 2022, **at or after** 9:30 a.m., in the Commissioners Meeting Room on the 4th floor of the Courthouse Atrium, 224 E. Walnut Street, Goldsboro, N.C. Pg. 38
5. Motion to Approve the Preliminary Plat for Lyon Estates Subdivision, as recommended by the Wayne County Planning Board. Pg. 39-41
6. Motion to Approve the Preliminary Plat for Prestonwood Subdivision, as recommended by the Wayne County Planning Board. Pg. 42-44
7. Motion to Approve the Final Plat for Gander Lake Subdivision, Phase 2, as recommended by the Wayne County Planning Board. Pg. 45-47
8. Motion to Approve Work Authorization #3 for the Design and Bidding for the Wayne Executive Jetport Stormwater Improvement Project. Pg. 48-59
9. Motion to Appoint Commissioner Barbara Aycock to Represent the Board of Commissioners at the NCACC County Assembly Day, in Raleigh on Tuesday, June 14, 2022. Pg. 60

10. Motion to Adopt Resolution 2022-17: A Resolution allowing Hale Artificier to provide a Fireworks (Pyrotechnic) Display for the Town of Pikeville, pending approval by the Wayne County Inspections Department. Pg. 61-76
11. Motion to Adopt Resolution #2022-18: A Resolution of the County of Wayne, North Carolina, declaring its official intent to reimburse expenditures under United States Department of Treasury Regulations. Pg. 77-79
12. Motion to Allow Moseley Architects to proceed with a full design schematic for the DSS/HD Building Project, as recommended by the Wayne County Facilities Committee. Pg. 80
13. Motion to Adopt Resolution #2022-19: A Joint Resolution Between the Wayne County Board of Commissioners and the Wayne County Board of Education in Support of House Bill 983: Certain Schools' Needs Funds. Pg. 81-82
14. Motion to Approve Canceling the July 5, 2022 meeting. Pg. 83

NEW BUSINESS

1. Discussion of and Motion to Approve the NCSE Product Development Fund Application for Pad Ready Site funding. Pg. 84-87

PUBLIC COMMENTS

Each Speaker will have a time limit of four (4) minutes.

COUNTY MANAGER'S REPORT

BOARD OF COMMISSIONERS COMMITTEE REPORTS

CLOSED SESSION

12:00 P.M. INTERLOCAL GOVERNMENT MEETING AT THE MAXWELL CENTER

ADJOURNMENT

DENOTES ACTION REQUESTED

NORTH CAROLINA

WAYNE COUNTY

The Wayne County Board of Commissioners met on Tuesday, May 17, 2022, at 9:08 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, Goldsboro, North Carolina, after due notice thereof had been given.

Members present: Joe C. Daughtery, Chairman; George Wayne Aycock, Jr., Vice-Chairman; Barbara Aycock; Bevan Foster; Chris Gurley; Freeman Hardison, Jr.; and Antonio Williams (attended via Webex).

Members absent: None

Briefing Session

During the scheduled briefing and prior to the regularly scheduled meeting, the Board of Commissioners held an advertised briefing session to discuss the items of business on the agenda.

The briefing began at 8:01 a.m. with County Manager Craig Honeycutt reviewing the agenda. The agenda was adjusted by the following:

- Remove Budget Amendment #446
- Add Budget amendment for Sewer Meters
- Add Motion to Approve the purchase of 4 ambulances for EMS with ARPA Funds under New Business and the appropriate budget amendment.
- Moved #4 under Consent agenda to New Business.

Finance Director Allison Speight reviewed the Budget Amendments and answered questions from the board.

Special Projects Manager/IT Director Ryan Preble reviewed the Contractor Prequalification Bid Package for the Replacement Detention Center Project.

The Board of Commissioners discussed changing the criteria for prequalifications for the contractors from two successful completed projects to one.

Assistant County Manager Chip Crumpler reviewed the Award for Grant Administration Service related to the Community Development Block Grant-Neighborhood Revitalization Project.

Closed Session

At 8:49 a.m. upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously declared itself in closed session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

At 9:02 a.m., upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously declared itself in regular session.

Recess the Board of Commissioners Meeting

At 9:02 a.m., Chairman Joe C. Daughtery recessed the meeting of the Wayne County Board of Commissioners.

Reconvene the Board of Commissioner Meeting

At 9:08 a.m., Chairman Joe C. Daughtery reconvened the meeting of the Wayne County Board of Commissioners.

Call to Order

Chairman Joe C. Daughtery called the meeting of the Wayne County Board of Commissioners to order.

Invocation

Dr. Clay Worrell gave the invocation.

Pledge of Allegiance

Chairman Joe C. Daughtery led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Approval of Minutes

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the minutes of the regularly scheduled meeting of the Board of Commissioners on May 3, 2022.

Discussion/Adjustment of Agenda

The agenda was adjusted by the following:

- Remove Budget Amendment #446
- Add Budget Amendment for Sewer Meters
- Add Motion to Approve the purchase of 4 ambulances for WMS with ARPA Funds under New Business and the appropriate budget amendment
- Moved #4 under Consent Agenda to New Business.

Upon motion of Commissioner Barbara Aycock, the Board of Commissioners unanimously approved and authorized the adjusted agenda.

Presentation of Employee Service Pins

County Manager Craig Honeycutt presented service pins to those employees in attendance.

25 years

April McAlduff
Vicky Hill
Willie Sparks

20 years

Jamie Smith Sturgill

15 years

Trenesha Evans
Ashley Davis

10 years

Kimberly Brunson

5 years

Kristen Mangogna
Adrian Thompson
Anthony Cape
James Wade

1 year

Micahel Gagne
Ray Rhoades
Katie Johnson

Katherine Fletcher
Timothy Faulkner
Jesse Aldridge
Doreen Waters
Brandi Talton
Petra Hall
Ashley Brown
Jasmin Turner
Aisha Hamdan
Ruth Evans-Smith
Rodney Perry
Jennifer Parrish
Nora Hennessy Ledford

Presentation of Service Plaque to Sgt. Barbara Jean Cook with the Detention Center

Sheriff Larry M. Pierce presented a service plaque to Sgt. Barbara Jean Cook in recognition of her service to the Carey A. Winders Detention Center.

Presentation on Foster Care in Wayne County by DSS Director Kimberly McGuire

DSS Director Kimberly McGuire introduced Deputy Director Cortina Hamilton who shared needs within the Wayne County Foster Care system with the Board of Commissioners.

Mrs. Hamilton shared some current statistics with the commissioners. These statistics stated there are 60 children in the care of Social Services, 18 were placed with relatives, 7 were placed in foster homes in Wayne County and 35 are in residential treatment facilities, group homes, or out-of-state foster homes. She also shared requirements to become a foster family.

Mrs. Hamilton stated the greatest need currently is for teenagers and sibling groups. She stated they are harder to place due to their mental health issues. She stated they have to place these children in facilities in Georgia and Florida.

Commissioner Bevan Foster agreed that the state needed more psychiatric facilities and stated he would discuss it at the next Eastpointe meeting.

Vice-Chairman George Wayne Aycock, Jr. thanked Mrs. Hamilton for the work they do for the children.

Chairman Joe C. Daughtery thanked the staff for giving the presentation and getting the message out about becoming a foster family.

Motion to Approve Older Americans Month Proclamation

Services on Aging Director Paula Edwards read the proclamation, attached hereto as Attachment A.

Commissioner Barbara Aycock thanked Ms. Edwards for the work she does at the Senior Center.

Upon motion of Commissioner Barbara Aycock, the Board of Commissioners unanimously approved the Older Americans Month Proclamation.

Consent Agenda

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved and authorized the following items under the consent agenda:

1. Application for Present Use Value.
2. Budget Amendments
 - a. Econ. Dev. - #360
 - b. Facilities - #446 - Removed
 - c. Facilities - #447
 - d. Facilities - #455

- e. Central Services - #456
- f. JCPC - \$470
- g. Workers Comp - #473
- h. Facilities - #475
- i. Sheriff's Office - #477
- j. Health Dept. - #479
- k. Health Dept. - #480
- l. Health Dept. - #481
- m. Health Dept. - #482
- n. Health Dept. - #484
- o. Sheriff's Office - #485
- p. Health Dept. - #486
- q. Health Dept. - #487

3. Motion to Establish a Public Hearing on June 7, 2022, at 9:15 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut St., Goldsboro, N.C. The purpose of the public hearing is to receive public comments regarding the sale of a County-owned industrial shell building located at 400 Challen Court, Goldsboro, N.C. 27534 and being further described as Lot 8 in Plat Cabinet L., Slide 37-E of the Wayne County Registry., attached hereto as Attachment B.

4. Motion to Establish a Public Hearing at 9:30 a.m. on Tuesday, June 7, 2022, in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina, to allow public comments pertaining to the 2022/2023 proposed budget for fiscal year July 1, 2022. attached hereto as Attachment C.

5. Motion to Approve Award for Grant Administration Service related to the Community Development Block Grant – Neighborhood Revitalization Project to RSM Harris, Goldsboro, North Carolina, attached hereto as Attachment D.

Discussion to Approve the Contractor Prequalification Bid Package for the Replacement Detention Center Project

Upon motion of Commissioner Barbara Aycock, the board approved the Contractor Prequalification Bid Package for the Replacement Detention Center Project changing the criteria from having completed two successful projects to one project, attached hereto as Attachment E. The motion was approved 6-1 with Commissioner Bevan Foster voting against it.

Discussion of Purchasing 4 New Ambulances with ARPA Funds

EMS Director Dave Cuddeback answered questions about the ambulance purchase with ARPA funds from the Board of Commissioners.

Commissioner Bevan Foster expressed concerns about replacing all four at one time and stated there are other things needed instead of four new ambulances. He stated he does not agree with this at this time.

Vice-Chairman George Wayne Aycock, Jr. asked Mr. Cuddeback about call volumes. In response to Vice-Chairman Aycock, Mr. Cuddeback said that 50% of the EMS calls were in Goldsboro.

Commissioner Antonio Williams asked Finance Director Allison Speight how much the board has used of ARPA funds and how much is left. He stated that he wants to make sure all departments get a chance to utilize some of these funds.

Upon motion of Commissioner Chris Gurley, the Board of Commissioners approved the purchase of four new ambulances and appropriate budget amendment. This motion passed 6-1 with Commissioner Bevan Foster voting against it.

Presentation of the County Manager's Recommended 2022/2023 Fiscal Year Budget by County Manager Craig Honeycutt

County Manager Craig Honeycutt presented the recommended budget for the fiscal year 2022/2023, which included a three-cent property tax increase.

County Manager's Report

County Manager Craig Honeycutt read his letter of resignation. His last day will be June 30, 2022.

Chairman Joe C. Daughtery thanked County Manager Craig Honeycutt for his time and service here in Wayne County and wished him and his family the best.

Commissioner Freeman Hardison Jr. thanked Mr. Honeycutt as well.

Commissioner Antonio Williams wished him well in his new position.

Commissioner Barbara Aycock wished him the best and said she appreciated all he had done.

Commissioner Chris Gurley stated he will miss being able to joke with him and wished him well.

Vice-Chairman George Wayne Aycock, Jr. stated he appreciates all Mr. Honeycutt has done especially during COVID, and wished him well.

Board of Commissioners Committee Reports

Commissioner Freeman Hardison Jr. had no report.

Commissioner Bevan Foster had no report.

Commissioner Antonio Williams wanted to remind everyone about the summer employment, with the deadline to apply quickly approaching.

Commissioner Barbara Aycock thanked the budget team. She is aware the budget was hard this year and understands the struggles. She expressed concerns about the farmers and the suggested tax increase. She asked the Board to look closely at what they can do to cut back on this year.

Commissioner Chris Gurley gave an update on local road and broadband projects. He asked if everyone would keep the families of A. Joe Gurley III and Donald Gray in their prayers as they approach the two-year anniversaries of their deaths.

Vice-Chairman George Wayne Aycock, Jr. attended the change of command ceremony at the base. He asked if everyone would keep Clerk to the Board Carol Bowden and her family in their prayers as she recently lost her mother. He also asked to keep County Manager Craig Honeycutt's family in their prayers as his mother-in-law passed away. He stated the Board needed to look at cutting out extra expenses and focus on what they need for the budget this year. He expressed concerns for small businesses and farmers who are struggling.

Chairman Joe C. Daughtery announced the Wayne County Development Working Group. The purpose of this group is to evaluate and review land use ordinances and processes, to make Wayne County more business-friendly, and to evaluate and make recommendations to either the county or municipalities about common sense approaches to development that will benefit all of Wayne County.

Closed Session

At 11:25 a.m., upon motion of Commissioner Freeman Hardison Jr., the Board of Commissioners unanimously declared itself in closed session to consider the conditions of appointment and initial employment of a public employee.

At 12:45 p.m., upon motion of Commissioner Barbara Aycock, the Board of Commissioners unanimously declared itself in regular session.

Recess the Board of Commissioners Meeting

At 12:47 p.m., Chairman Joe C. Daughtery recessed the meeting of the Wayne County Board of Commissioners.

Reconvene the Board of Commissioner Meeting

At 1:02 p.m., Chairman Joe C. Daughtery reconvened the meeting of the Wayne County Board of Commissioners.

Budget Work Session with Davenport Financial Advisors

Mr. Ted Cole of Davenport Financial Advisors presented the financial summary for Wayne County, attached hereto as Attachment F.

Recess the Board of Commissioners Meeting

At 2:15 p.m., Chairman Joe C. Daughtery recessed the meeting of the Wayne County Board of Commissioners.

Reconvene the Board of Commissioner Meeting

At 2:21 p.m., Chairman Joe C. Daughtery reconvened the meeting of the Wayne County Board of Commissioners.

Discussion with NAACP President Sylvia Barnes

County Manager Craig Honeycutt introduced Mrs. Sylvia Barnes, who expressed her concerns about school repair projects.

County Manager Craig Honeycutt explained that the County of Wayne gives the schools an allotted amount each year for projects and it is up to the school to decide how much each project receives and where to spend it.

Chairman Joe Daughtery noted there is \$593,000 unspent from the monies given to the school system last year.

Following a general discussion, Mrs. Barnes expressed her discontent over the issues at Dillard Middle School.

In addition to Mrs. Barnes, the following people spoke with the same concerns: Roderick White, Lakeisha Peter, Dr. Lashaundon Perkins, and Mark Colebrook.

Recess the Board of Commissioners Meeting

At 3:40 p.m., Chairman Joe C. Daughtery recessed the meeting of the Wayne County Board of Commissioners until Tuesday, May 24, 2022, at 2:00 p.m.

Kayla Whitley, Deputy Clerk to the Board
Wayne County Board of Commissioners

NOTICE OF PUBLIC HEARING
NORTH CAROLINA
WAYNE COUNTY

Notice is hereby given that the Wayne County Board of Commissioners will hold a public hearing on June 7, 2022, at 9:15 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut St., Goldsboro, NC. The purpose of the public hearing is to receive public comments regarding the sale of a County owned industrial shell building located at 400 Challen Court, Goldsboro, NC 27534 and being further described as Lot 8 in Plat Cabinet L, Slide 37-E of the Wayne County Registry. The Board of Commissioners will consider a sale of the property for \$2,000,000.00 to Hosokawa Custom Processing Services, LLC. Hosokawa Custom Processing Services, LLC intends to invest \$6,335,169 in capital improvements and to create 16 jobs at the facility following the proposed purchase.

All interested parties are invited to attend this public hearing and be heard. Written comments may be made in advance to the following:

Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners
P.O. Box 227
Goldsboro, NC 27533-0227
919-731-1445
carol.bowden@waynegov.com

This the 17th day of May, 2022.

Carol Bowden
Wayne County Clerk to the Board

**NOTICE
FILING OF BUDGET ESTIMATE AND PUBLIC HEARING**

Notice is hereby given the County Manager's proposed budget for Wayne County for the fiscal year beginning July 1, 2022 was presented to the Wayne County Board of Commissioners on May 17, 2022, and a copy thereof is on file for public inspection in the office of the Clerk to the Board in Room 470 in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina. The budget is also available on the county website at www.waynegov.com.

Notice is hereby given the Wayne County Board of Commissioners will hold a public hearing at 9:30 a.m. on Tuesday, June 7, 2022 in the Commissioners' Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina, at which time all citizens have a right to appear and give oral or written comments pertaining thereto. The Public may view the hearing in the on www.waynegov.com.

Written comments may be made to the Clerk to the Wayne County Board of Commissioners before the public hearing. The Clerk will make those written comments available to all members of the Wayne County Board of Commissioners prior to the Wayne County Board of Commissioners' vote on the budget.

WAYNE COUNTY BOARD OF COMMISSIONERS
Carol Bowden, Clerk to the Board
P.O. Box 227
Goldsboro, NC 27533-0227
carol.bowden@waynegov.com
May 17, 2022

Publish Date May 20, 2022

WAYNE COUNTY

FINANCE



WAYNE COUNTY
NORTH CAROLINA
Phone: (919) 731-1417
Fax (919) 731-1388

Memorandum

To: Wayne County Board of Commissioners
CC: Craig Honeycutt, County Manager
From: Allison Speight, Finance Director *AS*
Date: May 3, 2022
Re: Recommendation to Transition to Bi-Weekly Payroll

The County currently pays all employees monthly. This includes full-time and part-time. This pay schedule has never been changed in the history of the organization. Over the last several years, staff has seen many recurring issues due to the current pay schedule which can be resolved with the County switching to a bi-weekly payroll schedule. The resolution of these issues (listed below) and the recommendation of the County's auditor necessitate a staff recommendation that the Board of Commissioners approve a motion for staff to begin working on a transition plan to move all County employees to a bi-weekly payroll schedule. If approved, and once staff has developed a full transition plan, the transition date and plan will be brought back to the Board of Commissioners for final approval.

- Payment on a real-time pay period – The County currently pays employees on the 25th day of each month. However, this pay is for the entire length of that month, even though the month has not yet expired at the pay date. To state it differently, the County is advancing almost a week's pay to employees for time not yet worked. This causes a burden on the County to collect that advanced payment from the employee should they be terminated or resign before they have worked the full month. As part of the transition to a bi-weekly payroll, the pay date will be set for a date on the two weeks worked prior to that pay date. This will ensure that all time paid to employees is for time actually worked or earned.
- Timely and fewer adjustment of vacation, sick & comp time accruals – Because the County pays once a month, and for time that has not actually been worked yet, there are many adjustments that must be made to vacation, sick and comp time hours. First, if any of these leave categories are taken, it is not reflected in the employees' time until the following month when time

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sheets are turned in. This can create confusion for employees on how much leave they have available. The implementation of the Employee Self Service Portal has helped bridge the gap for employees to be able to see their accruals earlier now; however, there is still a significant delay before those records can be adjusted. On the proposed bi-weekly pay schedule, records will be adjusted more frequently and more accurately based on paying for time already worked or taken.

- Creation of consistent timesheets – The County still uses manual timesheets which have been modified over the years by individual employees and departments. The creation of consistent timesheets has been the recommendation of the County’s auditors for several years as consistent documentation avoid employee complaints and the risk of labor law violations. The County originally planned to proceed this fiscal year with automated timekeeping which would provide consistent timekeeping methodology. However, the need for a bi-weekly payroll has become more pressing and will need to be completed before a timekeeping software system is secured. Although the County will not be using timekeeping software for another year, the change to a bi-weekly payroll will require a change in timesheet formats. This gives the staff an opportunity to create a uniform template for all employees in all departments to use. Transitioning to bi-weekly payroll before a county wide timekeeping system will assure an efficient implementation for finance and all departments.
- 207(k) exemption for law enforcement – The Fair Labor Standards Act (FLSA) provides an exception for overtime pay rules under the section 207(k) exemption for law enforcement officers and firefighters. This exemption provides a more efficient way of calculating overtime for law enforcement officers while reducing overtime costs for the County. Because of the language of the exemption, the hours that are used for this calculation do not convert easily on a monthly payroll. For years, this has created confusion amongst employees as to how payroll is calculated for the Sheriff’s Office and Detention center. The move to a bi-weekly payroll will work perfectly with the 207(k) exemption and provide a more simplistic approach to calculating overtime for these employees.
- Less time for employees between paychecks – The most obvious benefit for employees in moving to a bi-weekly pay schedule is that they have some income being deposited throughout the month rather than waiting on a once per month check. This may allow greater flexibility for employees in arranging automatic payments and spreading their bills throughout the month.

Should this motion be approved, staff is prepared to communicate heavily with employees several months in advance of the implementation date. This will allow

May 2, 2022

employees to ask questions, gain understanding and adjust their bill schedules as they see necessary. While this will be more administrative work on the payroll staff, I believe the benefits will outweigh the costs. I believe this will serve as a more relevant payment schedule that provides a good balance between paying only once a month versus paying each week.

If you have any questions, please do not hesitate to contact me. Thank you!

MEMORANDUM

TO: Craig Honeycutt, County Manager

FROM: Alan Lumpkin, Tax Administrator

DATE: May 23, 2022

RE: Application for Present Use Value

Enclosed is a letter from Richard & Gloria Custer, parcel(s) 2555492820, requesting approval for a late application for present use value. A full copy of the application is not enclosed since it contains income information. This property would have qualified for present use value for 2022 had a timely application been filed. The Board has the authority to approve late applications under G.S. 105-277.4.(a1).

Application for Agriculture, Horticulture, and Forestry Present-Use Value Assessment

(G.S. 105-277.2 through G.S. 105-277.7)

Untimely
Rec 5-10-
2022

County of Wayne, NC

Tax Year 2022

Full Name of Owner(s)

RICHARD ALLEN & GLORIA JEAN CUSTER

COPY

Mailing Address of Owner

192 SMITH LOGGING LANE

City

GOLDSBORO

State

NC

Zip Code

27530

Home Telephone Number

(919) 689-2630

Work Telephone Number

(919) 222-3726

Ext.

Cell Phone Number

(919) 273-7573

Instructions

Application Deadline: This application must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of the land.

Where to Submit Application: Submit this application to the county tax assessor where this property is located. County tax assessor addresses and telephone numbers can be found online at: www.dornc.com/downloads/CountyList.pdf. DO NOT submit this application to the North Carolina Department of Revenue.

- Office Use Only:

This application is for: (check all that apply)

☒ **AGRICULTURE (includes Aquaculture)**

☐ **HORTICULTURE**

☐ **FORESTRY**

Enter the Parcel Identification Number, acreage breakdown, and acreage total for each tax parcel included in this application:

PARCEL ID	OPEN LAND in Production	OPEN LAND not in Production	WOOD LAND	WASTE LAND	CRP LAND	HOME SITE	OTHER (Describe in Comments)	TOTAL ACRES
2555492820	10.67	2.00	9.02	0.00	0.00	2.00		23.69
								0.00
								0.00
								0.00
								0.00

Comments: 4 Total acres of open land is for bldgs/cattle roam woodland area

☐ Yes ☒ No Does the applicant own property in other counties that is also in present-use value and is within 50 miles of this property? If YES, list the county or counties and parcel identification number(s):

County:

Parcel ID:

County:

Parcel ID:

IMPORTANT!

AGRICULTURE and HORTICULTURE applications with LESS than 20 acres of woodland generally need to complete PARTS 1, 2, and 4.

AGRICULTURE and HORTICULTURE applications with MORE than 20 acres of woodland generally need to complete PARTS 1, 2, 3, and 4.

FORESTRY applications need to complete PARTS 1, 3, and 4.

ADDITIONALLY, applications for CONTINUED USE of existing present-use value classification need to complete PART 5.

Please contact the Tax Assessor's office if you have questions about which parts should be completed.

MEMORANDUM

TO: Craig Honeycutt, County Manager

FROM: Alan Lumpkin, Tax Administrator

DATE: May 23, 2022

RE: Application for Property Tax Exclusion

Enclosed is an application for property tax exclusion submitted by Hope Center Ministries parcel(s) 2548719092, 2682616202. This property would have qualified for exemption for 2022 under North Carolina law if a timely application had been filed. Since the application was filed after the close of the regular listing period, action by the Board is necessary to exempt this property. The Board has authority under G.S. 105-282.1.(a1).

APPLICATION for TAX YEAR

2021/2022

Property Tax Exemption or Exclusion

COUNTY: Wayne

MUNICIPALITY: Pikeville/Goldsboro

Full Name of Owner(s): Hope Center Ministries

COPY

Trade Name of Business: Hope Center Ministries

Mailing Address of Owner: PO Box 641 Bethany OK 73008

Phone Numbers: Home: 931 296 9711 Work: 931 296 9711 Cell: 405 820 2732

List the Property Identification Numbers and addresses/locations for the properties included in this application (attach list if needed):

Property ID #: 0061594 ²⁴⁸²⁴¹⁶²⁰² Address/Location: 1175 Buck Swamp Rd., Pikeville NC 27863

Property ID #: _____ Address/Location: _____

Property ID #: _____ Address/Location: _____

Non-Deferment Exemptions and Exclusions—Check or write in 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 actually qualify for exemption or exclusion for those prior years.

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

Tax Deferment Programs—Check 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 of years for which deferred taxes will become due and payable varies by program. Read the applicable statute carefully.***

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

Describe the property: 5 bed 4 bath 6,100 sq ft single family home built in 2005 located on 4.97 acre lot.

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: Hope Center is a faith based drug & alcohol recovery program. The property is used for Bible studies, worship services, & celebrate recovery sessions.

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): Elizabeth For Hope Center Ministries Title: Authorized Agent Date: 3/16/2022

(All tenants of a tenancy _____ Title: _____ Date: _____

in common must sign.) _____ Title: _____ Date: _____

The Tax Assessor may contact you for additional information after reviewing this application.

OFFICE USE ONLY: ☒ APPROVED ☐ DENIED BY: _____

ASON FOR DENIAL: _____

Checked by TS

APPLICATION for TAX YEAR 2021/2022

Property Tax Exemption or Exclusion

COUNTY: Wayne

MUNICIPALITY: Goldsboro

Full Name of Owner(s): Hope Center Ministries

COPY

Trade Name of Business: Hope Center Ministries

Mailing Address of Owner: PO Box 641 Bethany OK 73008

Phone Numbers: Home: 931 296 9711 Work: 931 296 9711 Cell: 405 820 2730

List the Property Identification Numbers and addresses/locations for the properties included in this application (attach list if needed):

Property ID #: 0002057 2548 119092 Address/Location: 3820 Stevens Mill Road, Goldsboro, NC 27530

Property ID #: _____ Address/Location: _____

Property ID #: _____ Address/Location: _____

Non-Deferment Exemptions and Exclusions—Check or write in 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 actually qualify for exemption or exclusion for those prior years.

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

Tax Deferment Programs—Check 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 of years for which deferred taxes will become due and payable varies by program. Read the applicable statute carefully.***

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

Describe the property: 3 bed 3 bath 3,200 sq ft single family home built in 1994 located on a 19.1 acre lot.

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: Hope Center is a faith based drug & alcohol recovery program. The property is used for Bible studies, worship services, & celebrate recovery sessions.

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): Authorized Agent For Hope Center Ministries Title: Authorized Agent Date: 3/16/2022

(All tenants of a tenancy _____ Title: _____ Date: _____

in common must sign.) _____ Title: _____ Date: _____

The Tax Assessor may contact you for additional information after reviewing this application.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#498

Department: Wayne County Services on Aging
Approved By: Paula J. Edwards, Director
Date: 5/13/2022

EXPENDITURE Code Number	Project	String	Description	Decrease	Increase
1165600 549700			Operation Fan Relief- Fans		\$ 657.00

REVENUE Code Number	Description	Increase	Decrease
1165600 383300	Donations Fans/Heaters	\$ 657.00	

Totals		\$ 657.00	\$ 657.00
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2. Reason(s) for the above request is/are as follows:

To appropriate funds received from Duke Energy Progress and ECCAAA to expenditure account to purchase fans for seniors.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Paula J. Edwards
Department Head Signature

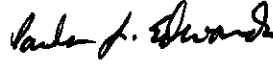
Allison W. Speight
Allison Speight, County Finance Director
2022

Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Memo

To: Wayne County Board of Commissioners

From: Paula J. Edwards, Director of Services on Aging 

Date: May 13, 2022

Re: Budget Amendment

- **The Budget Amendment for Operation Fan Heat Relief** – This BA is to appropriate funds to purchase Fans for Operation Fan Heat Relief. This is a grant from Duke Energy Progress through the Division of Aging and Adult Services. No county match required. This program is intended to provide a more comfortable living environment and reduce heat related illnesses for seniors 60 years of age or older or adults with a disability that do not have a means to cool their home.

County of Wayne
Budget Amendments

#499

05/13/22

Date

Memorandum

From: Kimberly McGuire
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

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

EXPENDITURE

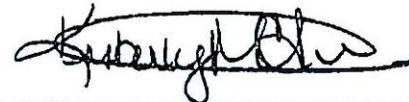
Code Number	Description/Object of Expenditure	Decrease	Increase
1265308.519200	Professional Services Title XX		\$ 8,725
1265308.549700	Direct Service Allocations	\$ 8,725	

REVENUE

Code Number	Source of Revenue	Increase	Decrease
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2. Reason(s) for the above request is/are as follows:

See attached for purpose

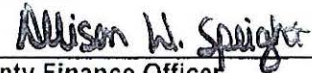


Department Head Signature

Endorsement

1. Forward, recommending approval/disapproval

5-210 2022



County Finance Officer

Endorsement

1. Forwarded, recommending approval/disapproval

2022



County Manager & Budget Officer

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

Chairman Board of Commissioners



Wayne County Department of Social Services

301 N. Herman Street, Box HH, Goldsboro, NC 27530

Phone: (919) 580-4034 - Fax: (919) 731-1293

State Courier#: 01-15-33

TO: Board of Commissioners
County Finance

FROM: Vicky Hill, Business Officer 

DATE: May 13, 2022

RE: Memo for BA –Professional Services-Legal expenses for APS and CPS services

We are asking for funds to be transferred to the following line item, 1265308.519200 (Professional Services –Title XX) from 1265308.549700 (Direct Service Allocations). This line is used for legal expenses for adult protective services and child protective services.

Budget estimates for these services were based on the previous two fiscal years' usage data. The actual expenditures exceeded our budgeted estimates and additional funds are needed to complete the fiscal year.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#502

Department: Sheriff's Office
Approved By: Major Richard Lewis
Date: 5/16/2022

EXPENDITURE	Project	String	Description	Decrease	Increase
Code Number 1104310 535300			Maintenance & Repairs - Vehicles		1,000.00

REVENUE	Description	Increase	Decrease
Code Number 1100000 383940	Insurance & Recovery	\$ 1,000.00	
Totals		\$ 1,000.00	\$ 1,000.00

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

Funds received from Insurance for damage to Officers Dupree's patrol vehicle to be moved to appropriate GL account.

Endorsement

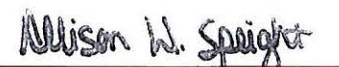
1. Forward, recommending approval/disapproval

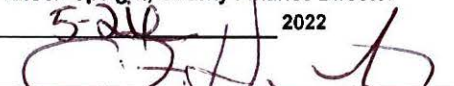
Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


May 16, 2022
Department Head Signature


Allison Speight, County Finance Director
2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Office of the Sheriff



SHERIFF
LARRY M. PIERCE

P.O. Box 1877
207 E. Chestnut St.
Goldsboro, NC 27533
(919) 731-1481 Office
(919) 731-1699 Fax

Date: May 16, 2022

To: Wayne County Board of Commissioners

From: Sheriff Larry M. Pierce

Larry M. Pierce for Sheriff Pierce May 16, 2022

Re: Budget Amendment Request

The purpose of this budget amendment is to appropriate \$ 1,000.00 received from insurance claims to the Maintenance & Repairs - Vehicle line item. Someone ran into the back of Deputy Richard Dupree's vehicle while it was on a traffic stop. The other driver was cited for the accident.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#509

Department: Debt Service
Approved By: Allison Speight
Date: 5/18/2022

EXPENDITURE Code Number	Project	String	Description	Decrease	Increase
1109910 599300			Reserve - Debt Service	\$ 4,804,318.00	
4908100 599300			Reserve - Debt Service		\$ 4,804,318.00
1109840 598000			Transfers to Other Funds - CPF		\$ 4,804,318.00

REVENUE Code Number	Description	Increase	Decrease
4908100 398100	Transfers from Other Funds	\$ 4,804,318.00	
Totals		\$ 9,608,636.00	\$ 9,608,636.00

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

To transfer 4.4 cent tax increase for capital to

Endorsement
1. Forward, recommending approval/disapproval

Endorsement
2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Allison W. Speight
Department Head Signature

Allison W. Speight
Allison Speight, County Finance Director
5-20-2022

Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

COUNTY OF WAYNE
AMENDMENT TO THE CAPITAL PROJECT ORDINANCE
COUNTY CAPITAL RESERVE FUND
FISCAL YEAR 2021-2022

BE IT ORDAINED by the Wayne County Board of Commissioners that the following amendment be made to the Capital Project Ordinance for the County Capital Reserve Fund for the fiscal year ending June 30, 2022:

Section 1. To amend the Capital Project Fund, the appropriations are to be changed as follows:

Code Number	Project	String	Description	Decrease	Increase
1109910-599300			Reserve - Debt Service	\$ 4,804,318.00	
4908100-599300			Reserve - Debt Service		\$ 4,804,318.00
1109840-598000			Transfers to Other Funds		\$ 4,804,318.00

This will result in a net increase of \$4,804,318 in the appropriations of the Capital Project Fund.

Section 2. To provide the additional revenue for the above, the following revenues will be changed as follows:

Code Number	Description	Increase	Decrease
4908100-398100	Transfers from Other Funds-GF	\$ 4,804,318.00	

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this _____ day of _____ 2022.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#511

Department: Sheriff's Office
Approved By: Major Richard Lewis
Date: 5/19/2022

EXPENDITURE	Project	String	Description	Decrease	Increase
Code Number 1104310 526100			C. O. - Controlled Substance		122.84

REVENUE	Description	Increase	Decrease
Code Number 104310 331700 CtlSb	Controlled Substance Tax	\$ 122.84	
Totals		\$ 122.84	\$ 122.84

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

To record receipt of revenues for Controlled Substance Tax from the NC Department of Revenue

Endorsement

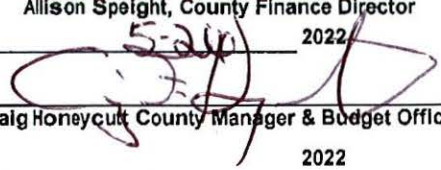
1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature May 19, 2022

Allison Speight, County Finance Director
5-20-2022

Craig Honeycutt, County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Office of the Sheriff



SHERIFF
LARRY M. PIERCE

P.O. Box 1877
207 E. Chestnut St.
Goldsboro, NC 27533
(919) 731-1481 Office
(919) 731-1699 Fax

Date: 05/19/2022

To: Wayne County Board of Commissioners

From: Sheriff Larry M. Pierce

Larry M. Pierce for Sheriff Pierce May 19, 2022

Re: Budget Amendment Request

The purpose of this budget amendment is to record money received for the Controlled Substance Tax from the NC Department of Revenue. This tax is an excise tax on unauthorized controlled substances (marijuana, cocaine, etc.), illicit spirituous liquor ("moonshine"), mash, and illicit mixed beverages. The tax is due by an individual who possesses an unauthorized substance upon which the tax has not been paid, as evidence by a stamp. After the tax is collected, the NCDOR disburses 75% to the local law enforcement agency that seized the controlled substance.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#514

Department: Workers Compensation
Approved By: Allison Speight
Date: 5/26/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
8814200 545000			Workers Comp		\$ 594,478.00
1109880 598000			Transfers to Other Funds-ISF		\$ 250,000.00

REVENUE

Code Number	Description	Increase	Decrease
8814200 399100	Fund Balance - WC	\$ 344,478.00	
8814200 398100	Transfers from Other Funds-GF	\$ 250,000.00	
1100000 399100	Fund Balance -GF	\$ 250,000.00	
Totals		\$ 844,478.00	\$ 844,478.00

2. Reason(s) for the above request is/are as follows:
3 large claim paid outs.

To appropriate additional funds due to

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Allison Speight
Department Head Signature

Allison Speight
Allison Speight, County Finance Director
5-27-2022

Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

WAYNE COUNTY FINANCE



WAYNE COUNTY
NORTH CAROLINA
Phone: (919) 731-1417
Fax (919) 731-1388

Memorandum

To: Wayne County Board of Commissioners

CC: Craig Honeycutt, County Manager

From: Allison Speight, Finance Director *AS*

Date: June 7, 2022

Re: BA #514

The County is self-insured for its workers' compensation insurance; however, the claims are managed through a third party. During the year, staff monitors claims paid versus premiums allocated to the fund to determine the fund's financial standing. The claims paid this fiscal year are significantly higher than those of the prior year to-date. The increase is due to a few large settlements that have taken place this year, and the new insurance company is working to close out old cases. There is some fund balance in the fund (Fund 881) to cover the increased claims this year; however, a transfer from the General Fund is also required. This budget amendment is to appropriate fund balance and appropriate transfers to cover the remaining fiscal year's anticipated claims expenditures.

If you have any questions, please do not hesitate to contact me. Thank you!

THE GOOD LIFE. GROWN HERE.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#517

Department: Tax
Approved By: Alan Lumpkin
Date: 5/23/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1104140 519000			Professional Services	\$ 9,890.00	
1104140 532500			Postage		\$ 9,890.00

REVENUE

Code Number	Description	Increase	Decrease
Totals		\$ 9,890.00	\$ 9,890.00

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

Increased postage rates and volume.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Speight, County Finance Director


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

MEMORANDUM

TO: Craig Honeycutt, County Manager

FROM: Alan Lumpkin, Tax Administrator

DATE: May 23, 2022

RE: Budget amendment (Tax)

The attached budget amendment is submitted due to a shortage in the Postage line item. The shortage is due to an increased cost of postage and increased volume of mailed documents, certified mailings ect.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#521

Department: EMS
Approved By: Dave Cuddeback
Date: 5/12/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
114370 544000			Service & Maint Contracts		\$ 9,060.00
1104370 523900			Other Medical Supplies	\$ 9,060.00	

REVENUE

Code Number	Description	Increase	Decrease
Totals		\$ 9,060.00	\$ 9,060.00

2. Reason(s) for the above request is/are as follows:
To appropriate funds for line item

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Speight, County Finance Director
2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

WAYNE COUNTY

Wayne County Emergency Medical Services

Phone: (919) 731-1318 Fax: (919) 735-1175



May 13, 2022

RE: Budget Amendment

Our linen company, Handcraft Services, had a price increase for this budget year

Thank you!

Nannette Sutton

Nannette Sutton

WCEMS Business Manager

THE GOOD LIFE. GROWN HERE

PO BOX 227
GOLDSBORO, NC 27533



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#522

Department: Sheriff's Office
Approved By: Sheriff Larry Pierce
Date: 5/26/2022

EXPENDITURE	Project	String	Description	Decrease	Increase
Code Number 1104310 55400			<i>Capital Outlay - Vehicles</i>		15,228.00

REVENUE	Description	Increase	Decrease
Code Number 1100000 383940	Insurance & Recovery	\$ 15,228.00	

Totals	\$	15,228.00	\$	15,228.00
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2. Reason(s) for the above request is/are as follows:

Funds received from insurance for damage to Officer Carrasquillo's patrol vehicles to be moved to appropriate GL account.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Larry M. Pierce
Department Head Signature

Allison Speight
Allison Speight, County Finance Director

5/26/2022
Craig Honeycutt
Craig Honeycutt, County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Office of the Sheriff

SHERIFF
LARRY M. PIERCE



P.O. Box 1877
207 E. Chestnut St.
Goldsboro, NC 27533
(919) 731-1481 Office
(919) 731-1699 Fax

Date: May 26, 2022

To: Wayne County Board of Commissioners

From: Sheriff Larry M. Pierce *LMP*

Re: Budget Amendment Request

The purpose of this budget amendment is to appropriate \$ 15,228.00 received from an insurance claim for a 2016 Dodge Charger vehicle belonging to Deputy Ron Carrasquillo to the Capital Outlay - Vehicle line so that a replacement vehicle can be purchased. Deputy Carrasquillo's vehicle was deemed a total loss.



County of Wayne

STATE OF NORTH CAROLINA

P. O. BOX 244

Goldston, N. C.

27533-0244

E. B. BORDEN PARKER
COUNTY ATTORNEY

(919) 735-7275
FAX (919) 736-3297

MEMO

TO: Wayne County Commissioners
CC: Carol Bowden, Andrew Neal, Berry Gray
FROM: Borden Parker *B Parker*
DATE: May 11, 2022
RE: Solar Utility Facility

=====

The Wayne County Planning Board unanimously approved a site plan for a 1,711 acre solar facility on May 10, 2022. That must go before the Board of Adjustment for a special use permit. The Wayne County Board of Commissioners is the Wayne County Board of Adjustment.

The hearing will be a quasi-judicial hearing, so it is very important that no County Commissioner get any information about this prior to the presentation to the Board of Adjustment. All adjoining property owners will be notified of the Board of Adjustment so that they may appear if they desire.

MEMORANDUM

To: Wayne County Board of Commissioners

From: Berry Gray, Planning Director

Date: May 11, 2022

Re: Subdivision Preliminary Plat Approval

Item: Lyon Estates, Preliminary
Owner: Tracy Harris Gray
Developer: ZSGS, LLC, Souheil Al-Awar
Surveyor/Engineer: Stewart-Proctor
New Hope Township, New Hope Road (SR 1003)
Lots 1 – 187 (187 lots)

Discussion: Sec 70-74 of the Wayne County Subdivision Ordinance requires that for every major subdivision within its territorial jurisdiction which does not qualify for the abbreviated minor subdivision procedure, the developer shall submit a preliminary plat which shall be reviewed and approved by the Board of Commissioners before any construction or installation of improvements may begin.

The Lyon Estates preliminary consists of 187 residential building lots. The plat shows the subdivision being split by New Hope Road. Lyon Estates will be built on 146 acres on New Hope Road, just west of the Lenoir County line. No mapped flood zones are present. The property is located within the Outer Horizontal (OH) Overlay District.

The average lot size is 19,155 sf or 0.44 acres. There are 12,636 linear feet (2.4 miles) of street required to be installed per the NC Dept. Of Transportation subdivision street requirements. Building lots will utilize public water and onsite sewer. The subdivision meets the requirements for stormwater.

The property is shown within the Rural area in the Wayne County Comprehensive Land Use Plan. Rural Areas provide for agriculture, forestry, and other allied activities traditionally found in a rural setting. Very low intensity residential development with on-site waste disposal (i.e. septic systems) may be appropriate in Rural Areas where site conditions are good. Premature conversion of Rural Areas to urban level development and the resulting loss of valuable farmland and open space is to be discouraged. Generally, public funds should not be used for planning, programming or installing urban services in these areas that would promote more intensive development. While development densities as high as 2 units per acre may be permitted in these areas, much lower densities and larger lots are preferred.

The property is located within the following service areas:

Schools – Eastern Wayne HS, MS, Elem

Water – East Wayne Sanitary District
Fire – New Hope Fire Department
EMS – Station 11
Transportation – MPO
Water Supply Watershed – No
Voluntary Agriculture District – No
Wetlands – Yes
Board of Commissioners District – 5

Recommendation: The Wayne County Planning Board recommends that the preliminary be approved.

MEMORANDUM

To: Wayne County Board of Commissioners

From: Berry Gray, Planning Director

Date: May 11, 2022

Re: Subdivision Preliminary Plat Approval

Item: Prestonwood, Preliminary
Owner/Developer: Adair, LLC
Surveyor/Engineer: B.R. Kornegay, Inc
Fork Township, W US 70 Hwy
Lots 1 – 48

Discussion: Sec 70-74 of the Wayne County Subdivision Ordinance requires that for every major subdivision within its territorial jurisdiction which does not qualify for the abbreviated minor subdivision procedure, the developer shall submit a preliminary plat which shall be reviewed and approved by the Board of Commissioners before any construction or installation of improvements may begin.

The original preliminary plat for Prestonwood subdivision was approved on June 9th, 2009 and again in August 2016. Per Sec 70-75, Final Plat Submissions, of the Wayne County Subdivision Ordinance, the developer has 60 months from the date of approval to submit a final plat for the proposed development. Since the time to submit a final has expired, Adair LLC has resubmitted the Prestonwood Preliminary for review and renewal.

The preliminary plat for Prestonwood subdivision is a high density, cluster development consisting of 48 lots, with 7.08 acres of permanently protected open space area and 6 proposed streets. The subdivision will be built near the southeast corner of the intersection of S NC 581 Hwy and W US 70 Hwy. This property is located to the south of the Goshen Medical offices and is adjacent to the subdivision of Adair Place. Adair Place is located within the corporate limits of the City of Goldsboro.

The proposed development is zoned Residential – Agricultural 20 (RA-20). RA-20 requires minimum lot sizes of 20,000 square feet. The cluster subdivision rules allow for a decrease in lot size requirements and setbacks, based on additional open space has been provided for. The average lot size in Prestonwood is 11,162 square feet. With the cluster development, setbacks may be adjusted to accommodate smaller front, side and rear yard requirements.

Prestonwood is located in a water supply watershed area and will require a high density permit as well as stormwater controls to manage nitrogen loading, peak flow and removal of total suspended solids. The Prestonwood preliminary does meet the requirements of the cluster subdivision rules.

Streets and open space in the subdivision will be privately maintained through a homeowners association. Streets will be constructed to meet the requirements of the NCDOT.

The average lot size is 11,162 square feet. 6 new streets containing 7,215 linear feet (1.37 miles) in length will be installed. Building lots will utilize public water and sewer. Permanently

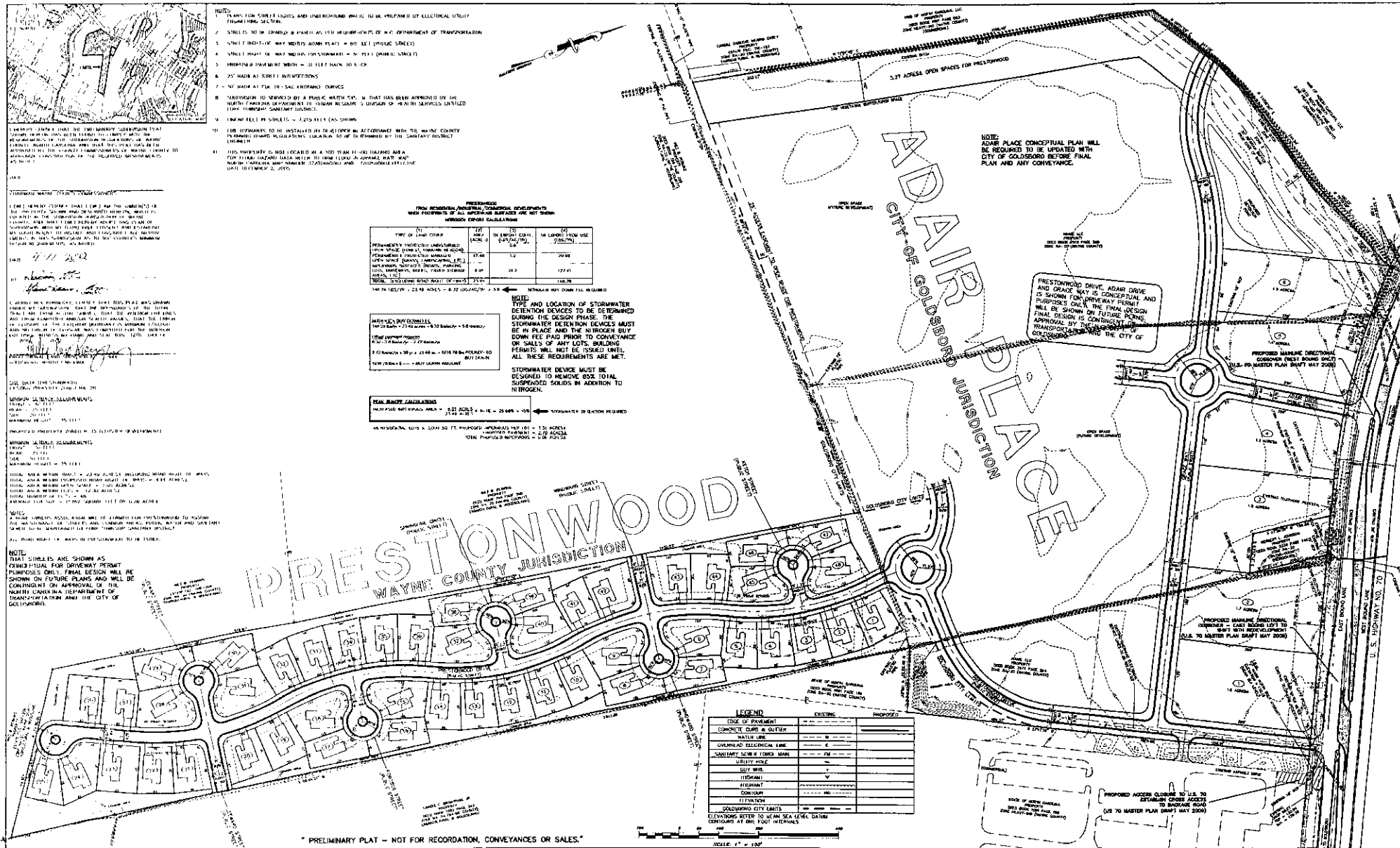
protected open space areas consisting of 7.05 acres will be dedicated to a homeowners association for management.

The property is shown within the Urban Transition area in the Wayne County Comprehensive Land Use plan. *Urban Transition Areas* include those parts of the planning area that are not currently urban in character but that, during the next two decades, are likely to reach a level of development requiring urban services. These areas may have some services already in place including, particularly, centralized water and sewer.

The property is located within the following service areas:

- Schools – Rosewood HS, Rosewood Middle, Rosewood Primary
- Water – Fork Sanitary District
- Fire – Rosewood Fire Department
- EMS – Station 2
- Transportation –Goldsboro MPO
- Water supply Watershed – Yes
- Voluntary Agriculture District – No
- Wetlands - No
- Board of Commissioners District – 4

Recommendation: The Wayne County Planning Board recommends that the preliminary be approved.



NO.	REVISION	DATE
1	APPROVED FOR RECORDATION	3/2/10

**B. R. KORNEGAY, INC.**
LAND SURVEYING - ENGINEERING - PLANNING
1112 E. Greenway, Suite 100, Raleigh, NC 27601
(919) 736-7849

**PRELIMINARY PLAN**
PRESTONWOOD
FORK TOWNSHIP, WAYNE COUNTY, N.C.

OWNER/DEVELOPER
ADAIR, LLC
412 N.C. HIGHWAY 581 SOUTH, GOLDSBORO, NORTH CAROLINA 27530
CONTACT: STEVEN P. KEEN (919) 736-7849 OR (919) 920-7023

DRAWN BY: TSB
DESIGNED BY: BSK
DATE: 3/2/10
SCALE: 1" = 100'

1 OF 1
MARK: 00000
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CASE: 100
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MEMORANDUM

To: Wayne County Board of Commissioners

From: Berry Gray, Planning Director

Date: May 11, 2022

Re: Final Subdivision Plat Approval

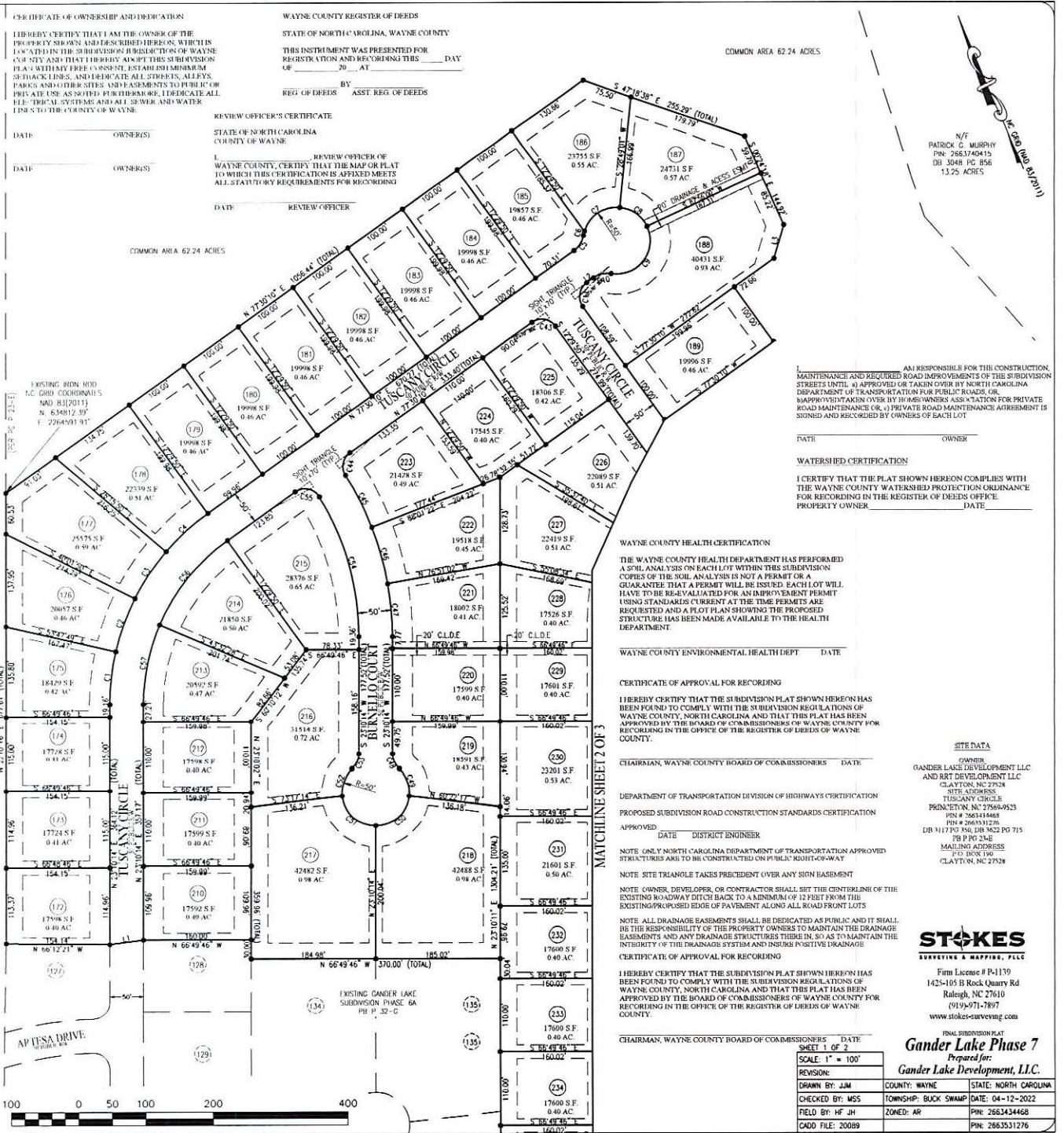
Item: Gander Lake Phase 7, Final
Owner/Developer: Gander Lake Development, LLC
Surveyor/Engineer: Stokes Surveying & Mapping, PLLC
Buck Swamp Township, Pikeville Princeton Road (SR 1002)
Lots 172-254 (83 lots)

Discussion: Gander Lake Phase 7 consists of 83 lots on 49.12 acres. The subdivision is located off Pikeville Princeton Road (SR 1002), $\frac{3}{4}$ of a mile west of its intersection with Gurley Dairy Road (SR 1330). The property is not zoned with the average lot size at 22,260 sf. Building lots will utilize public water and onsite septic. The property is shown within the Rural area on the Wayne County Growth Strategies Map. Improvements are complete and a NCDOT Built to Standards letter has been submitted to the County. Until the streets are accepted onto the State's secondary road system, the developer has signed a statement regarding the maintenance of the streets and right of ways.

The property is located within the following service areas:

Schools – C.B. Aycock HS, Norwayne Middle, Northwest Elementary
Water – Northwest Wayne Sanitary District
Fire – Little River Fire Department
EMS – Station 7
Transportation – RPO
Water Supply Watershed – Little River Watershed
Voluntary Agriculture District – No
Wetlands – No
Board of Commissioners District – 1

Recommendation: The Wayne County Planning Board recommends approval of the final plat.



**WORK AUTHORIZATION #3
WAYNE EXECUTIVE JETPORT (GWW)
STORMWATER IMPROVEMENT PROJECT
WAYNE COUNTY, NORTH CAROLINA
May 20, 2022**

**CONTRACT FOR PROFESSIONAL SERVICES
Dated April 21, 2021**

Project Description

The Wayne Executive Jetport is drained by multiple ditches and an aging network of stormwater culverts. Localized erosion occurs in some ditches and evidence of potential failure has been observed in some of the corrugated metal pipes (CMPs). A mapped stream that receives flow from multiple ditches leaves the airport property at the western side of the facility and enters a tributary to Stoney Creek. In this area, an old pond is a potential waterfowl attractant and the existing treeline is a safety problem. Additional safety improvements could be made where a 90° turn in a taxiway is in close proximity to a ditched stream.

Wayne County (OWNER) wishes to proceed with field survey, engineering analysis and design phase services to accomplish the following:

- Establish a durable and efficient stormwater drainage system through a combination of repair/replacement of degraded pipes, regrading and/or stabilizing ditches, and establishing grass and herbaceous vegetation to safely maintain ditch stability;
- Improving operational safety by (potentially) piping some ditches and removing woody vegetation;
- Establish a vegetation maintenance program to prevent growth of woody vegetation.

The design criterion for the project is the 10-year 24-hour storm event. At a minimum, all ditch and culvert improvements will be designed to convey the runoff from this event.

Design shall be in accordance with the following FAA Advisory Circulars:

- 150/5300-13B: Airport Design
- 150/5320-5D: Airport Drainage Design
- 150/5370-2G: Operational Safety on Airports During Construction

The following scope of services outlines the work to be performed by WK Dickson (ENGINEER) to assist the OWNER with this project and includes project management, topographic survey, engineering design, plan preparation, Clean Water Act permitting, erosion and sediment control permitting, preparation of NEPA Categorical Exclusion documents, bidding, QC and constructability review.

SCOPE OF SERVICES

BASIC SERVICES

The ENGINEER will provide the Basic Services listed below and in accordance with Section I of the General Provisions of the Contract for Professional Services, April 21, 2021.

1. Project Administration and Management
 - 1.1. Project formulation and scope development.
 - 1.2. General project management including invoicing, scheduling, updates and design meetings.
 - 1.3. General Owner coordination.
 - 1.4. Subconsultant Coordination.
2. Field Data Collection and Analysis:
 - 2.1. Existing conditions of all ditches, streams and the relict pond will be assessed for vegetation, erosion, and hydrology.
3. Stormwater Modelling
 - 3.1. Watershed hydrology will be calculated using the SCS methodology and the channel/pipe hydraulics will be modeled using Hydraflow. Discharges for the 2-year, 5-year and 10-year storms will be estimated for each channel and culvert to determine the channel and culvert capacity.
4. National Environmental Policy Act (NEPA) Compliance
 - 4.1. Interagency scoping will be conducted to notify agencies of the proposed work to assess anticipated impacts of specific resources. Scoping efforts include and are not limited to notification to the State Clearinghouse, US Army Corps of Engineers and US Fish and Wildlife Service. A site visit will be performed to assess potential impacts to biological and aquatic resources including Waters and wetlands of the U.S (WOTUS).
 - 4.2. Prepare Categorical Exclusion (CATEX): It is anticipated that a Documented Categorical Exclusion will be issued for the project and will be prepared in accordance with FAA Order 1050.1 Environmental Impacts: Policies and Procedures, FAA Order 5050.4, National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions and FAA Environmental Desk Reference for Airport Actions. Documentation will conform with the version of the form provided by FAA with ARP SOP No 5.1 (effective date June 2, 2017). This task includes response to agency comments.
 - 4.3. An Environmental Data Resource Report will be obtained to review environmental records for the property and surrounding properties. Once the CATEX document has been completed, it will be submitted to DOA for review and approval.
5. Clean Water Act Section 404 Permitting and Section 401 Certification
 - 5.1. ENGINEER will field delineate regulated resources within the project area according to protocols described in the 1987 U.S. Army Corps of Engineers (USACE) wetland delineation manual and appropriate regional supplement(s) and guidance documents. Wetland boundaries will be marked in the field with consecutively numbered flagging. Ordinary High Water marks will be

WAYNE EXECUTIVE JETPORT
WA #3 - STORMWATER IMPROVEMENT PROJECT
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Page 3

marked with pin flags along jurisdictional streams. All field investigations will be documented on appropriate USACE and NC Division of Water Resources (NC DWR) forms.

- 5.2. A desktop review of potential rare, threatened and endangered species will be conducted to include queries of the NC Natural Heritage Database. Field surveys for protected species are not included in this task but can be provided as additional services.
- 5.3. Required correspondence will be sent to the NC Historic Preservation Office.
- 5.4. ENGINEER's environmental and design staff will work to develop a design that avoids and minimizes impacts to regulated resources.
- 5.5. Upon OWNER acceptance of the 60% design package, ENGINEER will hold a pre-application meeting with USACE and NCDWR to solicit agency input on permitting requirements.
- 5.6. Mitigation Analysis: ENGINEER will estimate amount of compensatory mitigation needed for projected stream and wetland impacts and prepare a brief memorandum describing mitigation alternatives and potential costs.
- 5.7. ENGINEER will prepare and submit an electronic application seeking authorization to conduct the work under an existing nationwide permit, including all standard documentation. This task includes one additional meeting with agency staff and one sufficiency response to formal agency comments. ENGINEER shall respond to agency comments and requests for additional information in an expeditious manner.
6. Drainage Improvements Design and Plan Preparation: The ENGINEER will provide Design Phase services for the repair, removal, replacement and/or relocation of drainage pipes, as well as ditch improvements and vegetation management recommendations for the project area shown in Exhibit 1. This work shall include the following:
 - 6.1. In consultation with the OWNER and other government agencies through conferences, meetings, or submission of preliminary reports as appropriate, determine the extent of the Project and design.
 - 6.2. Base drawing files will be developed from surveyed topography.
 - 6.3. Utility Coordination efforts shall identify potential conflicts with existing water, sewer, gas, electric and fiber optic infrastructure. ENGINEER will seek to avoid all utility conflicts with the construction of the recommended drainage improvements. This task will not include the design of additional utilities. Should additional utility design become necessary it will be considered an additional service.
 - 6.4. ENGINEER will submit 60% design plans to OWNER for review and comment. The 60% design plans are expected to include:
 - 6.4.1. Cover & Index Sheet
 - 6.4.2. General Notes
 - 6.4.3. Construction Safety and Phasing Plan
 - 6.4.4. Existing Conditions Plan
 - 6.4.5. Plan, profile and cross-section views of proposed drainage improvements
 - 6.4.6. Typical details
 - 6.4.7. Erosion and sediment control plan and details
 - 6.4.8. Respond to OWNER comments

NOTES: The approved 60% plans will be used to support Clean Water Act permit applications for unavoidable impacts to wetlands and waters of the United States.

WK DICKSON & CO., INC.

Upon approval, work will proceed to the 90% construction plans for submittal to OWNER.

- 6.5. Draft vegetation management plan: ENGINEER will prepare a draft document describing specific practices for managing and maintaining a mix of grass and herbaceous plant species along the ditches. Practices are expected to include a mix of chemical and mechanical methods to provide bank stability and also control woody plants.
7. Prepare 90% Plans. The 90% design plans are expected to include:
 - 7.1. Prepare responses to comments provided from OWNER review of 60% plans and revise plans as appropriate.
 - 7.2. Prepare technical specifications.
 - 7.3. Prepare quantity estimates.
 - 7.4. Prepare engineer's estimate of probable costs.
 - 7.5. Prepare front-end specifications to include the advertisement and instructions to bidders, bid forms, draft construction contract, general and special provisions.
 - 7.6. ENGINEER will coordinate with Wayne County to determine minority/disadvantaged business participation goals in conjunction with the 90% submittal and prior to developing final bid documents and advertisement.
8. Erosion and Sediment Control Permit
 - 8.1. Prepare erosion control plans and calculations: ENGINEER will design and specify erosion control measures that minimize erosion and prevent off-site sedimentation during construction of the Project. The design will be in accordance with the requirements of the North Carolina Department of Environmental Quality (NCDEQ), Erosion and Sediment Control Planning Design Manual. Construction access routes will be developed in consultation with the OWNER and Construction Safety and Phasing Plan.
 - 8.2. Erosion Control Permit Submittal: ENGINEER will coordinate with North Carolina Department of Environmental Quality (NCDEQ) in developing plans for erosion and sedimentation control during construction of the recommended drainage improvements. The CONSULTANT will prepare erosion control construction plans, calculations, and supporting documents and submit these for agency review and to secure appropriate NPDES permits for construction activities. One (1) erosion control permit submittal will be prepared and submitted to NCDEQ upon approval of the 90% design drawings.
 - 8.3. One sufficiency response after review by the above agency. It is assumed that one response to completeness summaries will be sufficient to satisfy requests for unique additional information to obtain permits, and are therefore, the basis of the negotiated permitting budget for the ENGINEER. ENGINEER has no control over and cannot be responsible for review times taken by regulatory agencies; however, the ENGINEER shall respond to comments and requests for additional information from agencies in an expeditious manner.
9. Prepare Final Design Plans, Contract Drawings, Specifications and Contract Documents
 - 9.1. Finalize design plans, specifications, bid documents and contract documents.
 - 9.2. Prepare and submit Construction Safety and Phasing Plan (CSPP) and checklist from for review. ENGINEER will facilitate the review process and address review comments.
 - 9.3. Prepare and submit 7460-1, Notice of Proposed Construction to FAA for approval prior to construction.

- 9.4. Prepare the final engineer's report which shall include documentation of analyses and reasons for the design choices; an analysis of the manner that the work will be accomplished; and a project cost estimate based upon the final design.
10. Bid Support Services: Bidding services and the bid opening will be completed in accordance with state bidding laws. The ENGINEER will provide the following Bidding services:
- Assist the Owner with advertising the project and distributing the bid documents. Advertising costs shall be paid for by OWNER.
 - Conduct a pre-bid conference in accordance with FAA Advisory Circular AC 150/5370-12B.
 - Answer contractor questions and issue addenda, if necessary.
 - Assist the OWNER in obtaining bids by holding a public bid opening in accordance with state bidding laws.
 - Verification of bidder qualifications/licensure.
 - Prepare bid tabulation and analysis of bid results. DBE commitments or Good Faith Efforts will be provided after bidding and prior to determination of the lowest responsible bidder. Provide Recommendation of Award of construction contract for OWNER.
- Note: If upon completion of bid advertisement and the pre-bid meeting additional solicitation and pre-bid meetings are required to solicit the minimum number of bidders this may be provided as an additional service.
- Assistance in preparation of final contract documents for the award of construction contract.
 - Preparation of Released for Construction plans.
11. Quality Control and Constructability Review: ENGINEER will perform internal quality reviews of plans, specifications, and contract documents prior to completing the project.

SPECIAL SERVICES

The ENGINEER will provide the Special Services listed below and in accordance with Section II of the General Provisions of the Contract for Professional Services, April 21, 2021.

1. Field Survey

- 1.1. Topographic Survey necessary to support analyses and design of the project will be completed by a subconsultant to WK Dickson. The survey will cover approximately 2.8 acres as shown on the Exhibit 1. All streams and ditches shall be accurately mapped within 100 feet of property lines. All horizontal surveys shall be tied to the North Carolina State Plane Coordinate System (North American Datum (1983) and all vertical surveys shall be based on the North American Vertical Geodetic Datum, 1988.
- 1.2. ENGINEER shall provide a list of properties affected by field surveys. The OWNER will notify the citizens in the Project area of upcoming survey work. Should property owners ask questions about the project the CONSULTANT shall refer to the OWNER's representative.
- 1.3. Survey will include field lactation of wetland boundaries and Ordinary High Water marks of jurisdictional wetlands and waters delineated under a separate task.
- 1.4. The survey subconsultant will prepare one (1) permanent drainage easement plat for the private parcel anticipated to be affected by the project. Plats will be provided in PDF format along with at least two (2) signed and sealed originals of each plat. The survey subconsultant shall stake

WAYNE EXECUTIVE JETPORT
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the proposed drainage easement boundaries on the ground in a temporary manner such that the property owner can clearly see the limits of the proposed drainage easement.

2. **Remote Video Data Collection:** Video recordings will be made through culverts identified in Figure 1. Videos will be examined by Engineer to evaluate general function and physical condition. Work includes CCTV inspection of approximately 1,800 LF of 36-inch (or larger) storm drain piping at Wayne Executive Airport as shown on Exhibit 1. Base pricing includes light cleaning of up to 3 passes to remove debris and allow for camera access and clear view of pipe interior. Heavy cleaning may be required to remove heavy sediment or large obstacles impeding camera access. Turn around inspections, at the approval of the Engineer, may also be used to reduce the need for Heavy Cleaning. Pipes will be video inspected to log condition, defects, and observations according to NASSCO PACP standards. Video inspection will be performed by a color, pan and tilt camera coupled with a data capture system with NASSCO PACP compliant software. Deliverable includes NASSCO PACP compliant digital video and inspection logs on thumb drive.
3. **Project Reporting:** ENGINEER shall provide written updates to OWNER on a monthly basis. Project updates shall summarize overall progress including work completed for the reporting month, work anticipated to be completed in the coming month, status of project budget and schedule, and any other significant issues or concerns that may be of interest to OWNER.

SCHEDULE

TASK	EST. COMPLETION TIME FROM NOTICE TO PROCEED
<u>Basic Services</u>	
1. Project admin & management	Continuous
2. Field data collection & analysis	2 months
3. Stormwater modelling	2 months
4. NEPA compliance	6 months
5. CWA 404/401 permitting	9 months*
6. Prepare 60% design plans	3 months
7. Prepare 90% design plans	6 months
8. Erosion and sediment control plan	6 months
9. Prepare final design plans, specs, contract documents	9 months
10. Bid support services	12 months**
11. QA/QC	Continuous
<u>Special Services</u>	
1. Topographic survey	1 month
2. Remote video (CCTV) of culverts	2 months

Notes

* Application to be submitted after OWNER acceptance of 60% plans

** Services through contract award

WK DICKSON & CO., INC.

BASIS OF COMPENSATION

CONSULTANT will perform the Basic Services and Special Services described above for a Lump Sum Fee of one hundred seventy-six thousand six hundred twenty dollars (\$176,620.00). Should OWNER request services beyond those outlined in the Scope of Services, those services shall be considered as additional services.

ASSUMPTIONS

- Grant administration services are not included at this time. Grant administration can be added as an additional service if requested to document the use of ARPA funds.
- All regulatory review and agency fees will be paid by OWNER.
- ENGINEER assumes that the project can be authorized under a nationwide Clean Water Act 404 permit. Should regulatory agencies require an individual permit, the preparation of an individual permit application and subsequent agency interactions will be considered additional work and will require a contract amendment.
- Compensatory mitigation is expected to be required for unavoidable impacts to Waters of the United States including wetlands, as well as impacts to regulated Neuse Buffers. Mitigation costs are not included in this proposal.
- It is assumed that CCTV will confirm the 1800 linear feet of existing culverts remain in serviceable condition. Engineering services to repair or replace all or portions of those pipes will be considered additional services.
- Water for culvert cleaning shall be provided at no cost to ENGINEER or subconsultant. Heavy cleaning may be required to remove heavy sediment or large obstacles impeding camera access.
- DISPOSAL OF DEBRIS: the cost to dispose of any debris removed to facilitate CCTV imagery is not included in this proposal.
- It is assumed that NEPA compliance will be limited to a documented Categorical Exclusion. Any NEPA documentation not described above, such as preparation of an Environmental Assessment, shall be considered Additional Services.
- Fees for subconsultant to perform survey services assume one single mobilization for all base mapping and topography, including survey of the small lateral ditches near the buildings. A second mobilization will be required to stake out the drainage easement.

E-VERIFY

The Contractor and any of its subcontractors must comply with the requirements of the North Carolina General Statutes, if applicable, which require certain employers to verify the work authorization of each newly hired employee through the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies.

All other provisions of the Contract for Professional Services dated April 21, 2021 shall remain in full force and effect and unmodified other than as noted herein.

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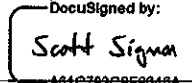
Requested By:

WAYNE COUNTY

By: _____
Typed Name: Craig F. Honeycutt
Title: County Manager
Date: _____

Accepted By:

W.K. DICKSON & CO., INC.

By:  _____
Typed Name: Scott Sigmon
Title: Vice President
Date: 5/20/2022

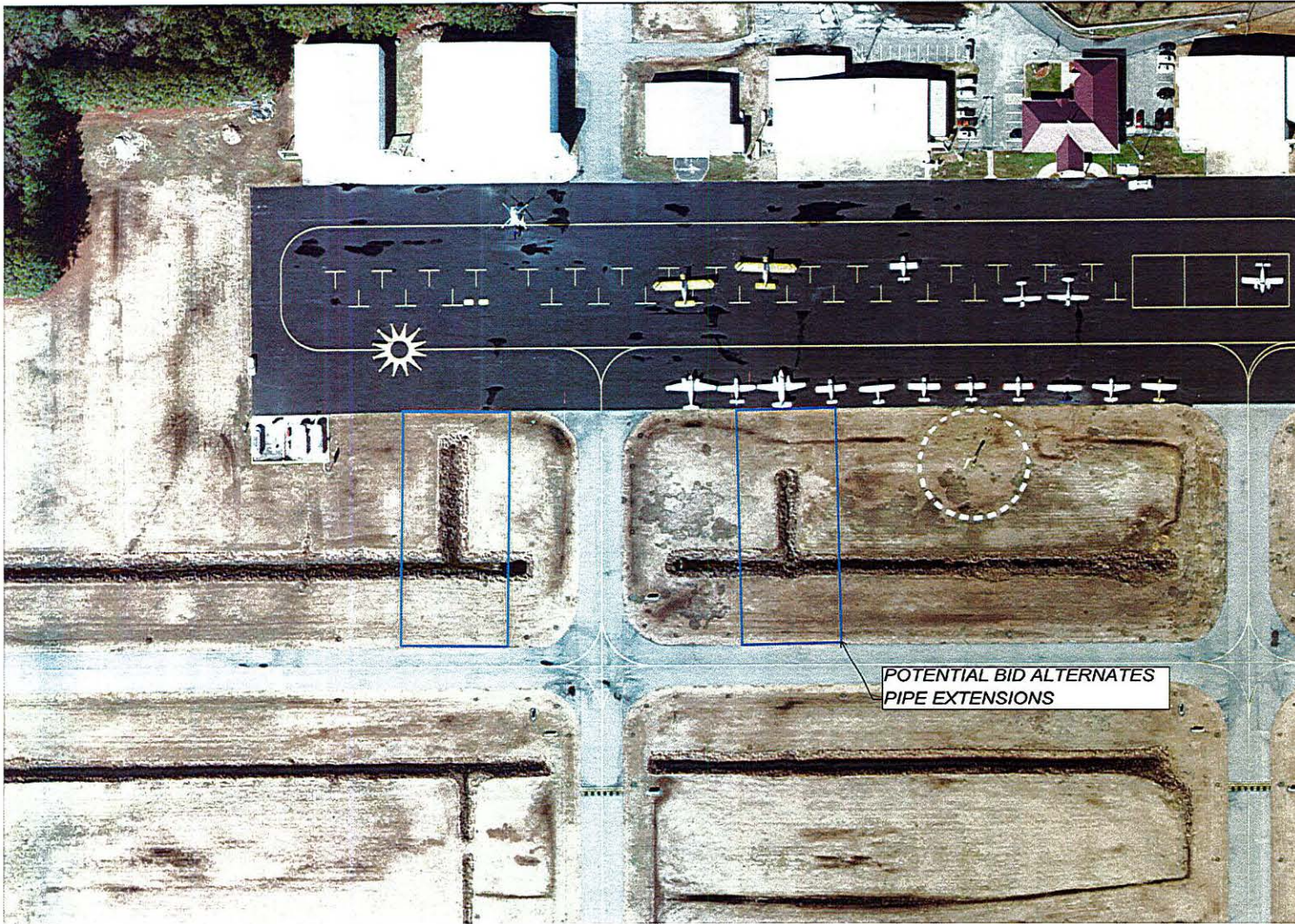
WK DICKSON & CO., INC.



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SCALE 1" = 100'

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WICK DICKSON community infrastructure consultants 700 CORPORATE CENTER DRIVE RALEIGH, NC 27607 (919) 782-0000 (919) 334-0078 WWW.WICKDICKSON.COM NC LICENSE NO. F-0374																																		
PROFESSIONAL SEAL																																		
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WKD PROJ. NO.: CLN00832.31																																		

EXHIBIT

WAYNE EXECUTIVE JETPORT STORMWATER IMPROVEMENT PROJECT

Task	Description	staff rate	Admin \$ 96.83	CADD \$ 109.38	Designer \$ 129.30	Sr Design \$ 140.14	Scientist \$ 150.00	Aviation Eng \$ 167.90	Sr Eng \$ 186.07	Proj Mgr \$ 211.77	Sr Proj Mgr \$ 225.49	Principal \$ 287.27	Total Hours	Extension
1	<u>Project Administration and Management</u>													
1.1	Project formulation and scope development								8	20		4	32	\$ 6,872.92
1.2	General proj mgt: invoicing, scheduling, updates and meetings	8								24	2	1	35	\$ 6,595.34
1.3	General OWNER coordination	4								20			24	\$ 4,622.72
1.4	Subconsultant Coordination	4								12			16	\$ 2,928.56
	Subtotals	16	0	0	0	0	0	0	8	76	2	5	107	\$ 21,019.54
2	<u>Field Data Collection and Analysis</u>													
2.1	field assmnt of ditches, streams, pond									10			10	\$ 2,117.70
2.2	Engineer's review of CCTV video								12				12	\$ 2,232.84
	Subtotals								12	10	0	0	22	\$ 4,350.54
3	<u>Stormwater Modelling</u>													
3.1	Hydralow model				16				24	4			44	\$ 7,555.00
	Subtotals				16				24	4	0	0	44	\$ 7,555.00
4	<u>NEPA/CATEX</u>													
4.1	Agency coordination and scoping				4	4							8	\$ 1,121.12
4.2	CATEX analysis and document preparation	2		2	4	38				2			48	\$ 6,761.68
4.3	EDR report					1								\$ 373.75
	Subtotals	2		2	8	43	0	0	2	0	0	0	56	\$ 8,256.55
5	<u>CWA 404/401 Permitting</u>													
5.1	field delineate WOTUS					16				1			17	\$ 2,454.01
5.2	ESA review					4							4	\$ 560.56
5.3	Historic Preservation	1				0							1	\$ 96.83
5.4	Design support-avoid/minimize impacts									2			2	\$ 423.54
5.5	USACE pre-application virtual mtg					2				2			4	\$ 703.82
5.6	mitigation analysis					2				2			4	\$ 703.82
5.7	Permit application and support				4	48				4	2		58	\$ 8,541.98
	Subtotals	1	0	4	0	72	0	0	0	11	2	0	90	\$ 13,484.56
6	<u>Drainage Improvements Design and Plan Preparation</u>													
6.1	Define project extents									4			4	\$ 847.08
6.2	Prepare base sheets			16			8			2			26	\$ 3,835.54
6.3	Prepare 60% plans			40	32		10	5		8	4		99	\$ 14,861.95
6.4	Draft vegetation management plan			10						16	2		28	\$ 5,132.30
	Subtotals			66	32		18	5	30	6			157	\$ 24,876.87
7	<u>Prepare 90% plans</u>													
7.1	Respond to comments and revise 60% plans as appropriate			12			8			6			26	\$ 4,165.42
7.2	Technical specifications						16			16	2		34	\$ 6,525.70
7.3	quantity estimates			10			10						20	\$ 2,972.00
7.4	engineer's cost estimate						20			1			21	\$ 3,569.77
7.5	front-end bid docs						18						18	\$ 3,022.20
7.6	coordinate minority participation goals with county									2			2	\$ 423.54
	Subtotals	0		22			72			25	2		121	\$ 20,678.63
8	<u>Erosion and Sediment Control Permit</u>													
8.1	E&S calcs + design			20					2				22	\$ 2,958.14
8.2	E&S permit submittal			20					8	2			30	\$ 4,498.10
8.3	respond to agency comments			4						2			6	\$ 940.74
	Subtotals			44					10	4			58	\$ 8,396.98
9	<u>Prepare Final Design Plans, Contract Drawings, Specs and Contract Documents</u>													
9.1	Finalize plans, specs, bid docs, contract documents			20			15	2		10	4		51	\$ 8,496.30
9.2	Prepare and submit Construction Safety and Phasing Plan (CSPP)						8			2			10	\$ 1,766.74
9.3	Prepare and submit 7460-1, Notice of Proposed Construction to FAA			2			2						4	\$ 594.40
9.4	Prepare the final engineer's report						12			4			16	\$ 2,861.88
	Subtotals			22			37	2		16	4		81	\$ 13,719.32
10	<u>Bid Support Services</u>													
10.1	Advertising, document distribution, pre-bid mtg, addenda, bid opening, verifications, recommend award, contract documents, release plans	20						18		18	2		58	\$ 9,221.64
	Subtotals	20						18		18	2		58	\$ 9,221.64
11	<u>QA/QC and Constructability Review</u>													
11.1	Internal reviews and documentation								8		12	12	32	\$ 7,641.32
	Subtotals								8		12	12	32	\$ 7,641.32
BASIC SERVICES TOTAL LABOR													\$	139,000.96

SPECIAL SERVICES

- 1 Survey (subconsultant)
- 2 Remote video data collection/CCTV inspection (subconsultant)

Subtotals

\$	22,700.00
\$	13,800.00
\$	36,500.00

EXPENSES

Mileage	875 miles @ \$0.585/mi	\$	511.88
per diem	3 @ \$185	\$	555.00
field supplies		\$	50.00
Total estimated expenses		\$	1,116.88

SPECIAL SERVICES TOTAL LABOR	\$	36,500.00
-------------------------------------	-----------	------------------

TOTAL LABOR \$ 175,500.95

EXPENSES \$ 1,116.88

TOTAL FEES \$ 176,617.83

To: Barbara Aycock <barbara.aycock@waynegov.com>

Subject: [External] - [MARKETING] Submit Your County's Legislative Goal Proposals & Register for County Assembly Day

Reply-To: North Carolina Association of County Commissioners
<communications@ncacc.org>

Register Now for County Assembly Day

On June 14, 2022 in Downtown Raleigh

The Association invites you to join us at County Assembly Day, NCACC's legislative advocacy day, in Raleigh on Tuesday, June 14, 2022.

County commissioners from across the state are invited to come to Raleigh to hear from executive and legislative leadership and meet with legislators to share county priorities.

After two years of holding this event virtually, we're excited to be in person again and look forward to seeing you!

[Click Here to Register](#)

Questions

If you have questions about County

NORTH CAROLINA

WAYNE COUNTY

**RESOLUTION #2022-20 GRANTING HALE ARTIFICIER, INC. PERMISSION TO USE
PYROTECHNICS FOR THE TOWN OF PIKEVILLE ON JULY 2, 2022**

WHEREAS, the Board of Commissioners of Wayne County has received a request from Hale Artificier, Inc. for permission for pyrotechnics to be exhibited, used, and discharged in a safe and proper manner under the supervision of experts for a fireworks celebration on July 2, 2022 in the Town of Pikeville, North Carolina, as provided by North Carolina General Statute 14-410; and

WHEREAS, it is the intention of Hale Artificier, Inc. to use said display in a public celebration; and

WHEREAS, it appears to the Wayne County Board of Commissioners that a permit to use pyrotechnics should be given for such celebration as provided by North Carolina General Statutes 14-410 and 14-413; and

WHEREAS, the Wayne County Inspections Department has approved the fireworks display and show plan for Hale Artificier, Inc. located the Town of Pikeville, North Carolina, on July 2, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Wayne County Board of Commissioners that Hale Artificier, Inc. is hereby given permission to use pyrotechnics under the supervision of an expert at their public celebration to be held on July 2, 2022, contingent upon the individual or entity who will use, handle or discharge the pyrotechnics providing to the Clerk to the Wayne County Board of Commissioners a Certificate of Registration, which will be effective on July 2, 2022, proof of insurance as required by statute and the proper permits through the County of Wayne.

This the 7th day of June, 2022.

Joe C. Daughtery, Chairman
Wayne County Board of Commissioners

Attest:

Carol Bowden
Clerk to the Board

REQUEST FOR FIREWORKS DISPLAY

TOWN OF PIKEVILLE

JULY 2, 2022

COUNTY OF WAYNE
APPLICATION FOR OPERATIONAL FIRE PERMIT

DATE: 5-23-22

NAME OF OWNER(S)/CONTRACTOR: Hale Artificier Inc.

PERMANENT 911 ADDRESS: 545 New Bowers Rd., Lexington, NC 27292

TYPE OF OCCUPANCY/USE: _____

AMUSEMENT BUILDINGS: _____

CARNIVALS & FAIRS: _____

COVERED MALL BUILDINGS: _____

EQUIPMENT IN ASSEMBLY BUILDINGS: _____

EXHIBITS & TRADE SHOWS: _____

EXPLOSIVES: _____

FLAMMABLE & COMBUSTIBLE LIQUIDS: _____

FUMIGATION & THERMAL INSECTICIDAL FOGGING: _____

LIQUID OR GAS FUELED VEHICLES: _____

PRIVATE FIRE HYDRANTS: _____

PYROTECHNIC SPECIAL EFFECTS MATERIALS: ☒

SALE OF FIRE WORKS: _____

SPRAYING OR DIPPING: _____

TEMPORARY MEMBRANCE STRUCTURES, TENTS & CANOPIES: _____

TOTAL OPERATIONAL FIRE PERMIT FEE: \$ 85⁰⁰

Local Contact:
Dennis Lewis
919-580-7417
dkl1127@yahoo.com

Hale Artificier Inc.
CONTRACTOR/OWNER/BUSINESS LISTING WITH THE STATE
545 New Bowers Rd., Lexington NC 27292
MAILING ADDRESS

NC LICENSE NO. _____
336-247-2292 336-247-2292
MOBILE NO. WORK NO.

1.) CASH PAYMENT: YES, HOW MUCH? _____ NO CASH PAYMENT WILL BE USED: _____

2.) CHECK PAYMENT: YES, HOW MUCH? 85⁰⁰ CHECK NO. 1256 NO CHECK PAYMENT WILL BE USED: _____

I, _____, HEREBY AUTHORIZE THE WAYNE COUNTY INSPECTIONS DEPARMENT TO CHARGE THE PERMIT FEE TO MY CREDIT CARD.

3.) CREDIT CARD PAYMENT (VISA OR MASTERCARD ONLY)

CREDIT CARD NO.: _____

EXPIRATION DATE (MM/YY): _____ 3 DIGIT CVV/CCID/V-CODE ON THE BACK OF CREDIT CARD: _____

BILLING ADDRESS OF CREDIT CARD: _____

FEE SCHEDULE – UPDATED JULY 1, 2020 A RE-INSPECTION FEE OF \$60.00 WILL BE CHARGED PER RE-INSPECTION 1.5 TIMES TOTAL PERMIT FEE – ONLY IF WORK IS STARTED BEFORE THE PERMIT IS ISSUED

WAYNE COUNTY INSPECTIONS DEPARTMENT CONTACT INFORMATION:

MAILING ADDRESS: P.O. BOX 227, GOLDSBORO, NC 27533

PHYSICAL ADDRESS: 134 N. JOHN STREET, GOLDSBORO, NC 27533 (3RD FLOOR OF THE JEFFREY'S BLDG IN RM 305)

PHONE NO.: (919) 731-1169 FAX NO.: (919) 705-1815 WEBSITE: WWW.WAYNEGOV.COM

CERTIFICATE OF INSURANCE

ISSUE DATE 05-22-2022

PRODUCER

PROFESSIONAL PROGRAM INSURANCE BROKERAGE
DIVISION OF SPG INSURANCE SOLUTIONS, LLC
1304 SOUTHPOINT BLVD., #101
PETALUMA CA, 94954

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR LATER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURER(S) AFFORDING COVERAGE

INSURER A: Certain Underwriters at Lloyd's, London

INSURER B:

INSURER C:

INSURER D:

INSURED

Hale Artificier, Inc
545 New Bowers Rd.
Lexington, NC 27292

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE NAMED INSURED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE GEN'L AGGREGATE LIMIT APPLIES PER POLICY	PY/22-0065	04/28/2022	04/28/2023	EACH ACCIDENT	\$ 2,000,000
					MEDICAL EXP (Any one person)	\$
					FIRE LEGAL LIABILITY	\$ 50,000
					GENERAL AGGREGATE	\$ 2,000,000
					PRODUCTS-COMP/OPS AGG	\$
	AUTOMOBILE LIABILITY = ANY AUTO - ANY OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	EXCESS LIABILITY FOLLOWING FORM				EACH ACCIDENT	\$
					AGGREGATE	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				☐ WC STATUTORY LIMITS ☐ OTHER	\$
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE-EA EMPLOYEE	\$
					E.L. DISEASE-POLICY LIMIT	\$
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Town of Pikeville, Wayne County are Additional Insured as respects the Class B Aerial Fireworks display(s) on 7/2/2022 located at Dess Memorial Park, Pikeville NC. This policy provides a two-year extended reporting period from the date of the display. 30-day notice of cancellation applies.

CERTIFICATE HOLDER

Town of Pikeville
105 School St
Pikeville, NC 27883

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Susan Etter



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountcastle Insurance P.O. Box 1937 Lexington NC 27293-1937	CONTACT NAME: Emily Smith PHONE (A/C, No, Ext): (336) 249-4951 FAX (A/C, No): E-MAIL ADDRESS: esmith@mountcastleinsurance.com INSURER(S) AFFORDING COVERAGE INSURER A: RWI - Penn. Natl Mutual Cas Ins Co. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Hale Artificier, Inc 545 New Bowers Rd. Lexington NC 27292	NAIC #

COVERAGES **CERTIFICATE NUMBER:** CL2242608043 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/POP AGG \$ \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			AU9 0607811	09/23/2021	09/23/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Pikeville 105 School St Pikeville NC 27883	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/23/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountcastle Insurance 307 W Center St Lexington, NC 27293 (336) 249-4951	CONTACT NAME: PHONE (A/C, No, Ext): (877) 234-4420 FAX (A/C, No): (877) 234-4421 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #																					
INSURED Hale Artificier, Inc. 545 New Bowers Rd Lexington, NC 27292-7058 CTL 1273 1702150	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Continental Indemnity Co.</td><td>28258</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Continental Indemnity Co.	28258	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Continental Indemnity Co.	28258																				
INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

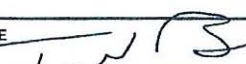
COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS								
	GENERAL LIABILITY														
	☐ COMMERCIAL GENERAL LIABILITY	☐	☐				EACH OCCURRENCE \$								
	☐ CLAIMS MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$								
							MED EXP (any one person) \$								
							PERSONAL & ADV INJURY \$								
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$								
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$								
							\$								
	AUTOMOBILE LIABILITY														
	☐ ANY AUTO	☐	☐				COMBINED SINGLE LIMIT (Ea accident) \$								
	☐ ALL OWNED AUTOS						BODILY INJURY (Per person) \$								
	☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$								
	☐ HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$								
	☐ NON-OWNED AUTOS						\$								
							\$								
							\$								
	UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE \$								
	☐ EXCESS LIAB ☐ CLAIMS MADE						AGGREGATE \$								
	☐ DEDUCTIBLE	☐	☐				\$								
	RETENTION \$						\$								
							\$								
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	46-879245-01-09	12/01/2021	12/01/2022	<table border="1"><tr><td>☒ WC STATUTORY LIMITS</td><td>☐ OTHER</td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>	☒ WC STATUTORY LIMITS	☐ OTHER	E.L. EACH ACCIDENT	\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
☒ WC STATUTORY LIMITS	☐ OTHER														
E.L. EACH ACCIDENT	\$ 1,000,000														
E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000														
E.L. DISEASE - POLICY LIMIT	\$ 1,000,000														
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below														

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach Acord 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Town of Pikeville 105 School St Pikeville, NC 27883	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  1000002116

HALE ARTIFICIER, INC.

FIREWORKS AND PYROTECHNICS

Town of Pikeville

\$8,000.00

7/2

Fireworks Program Materials:

Opening Barrage:

10 - 3" Assorted Color Chain Shells w/Tail

Main Program:

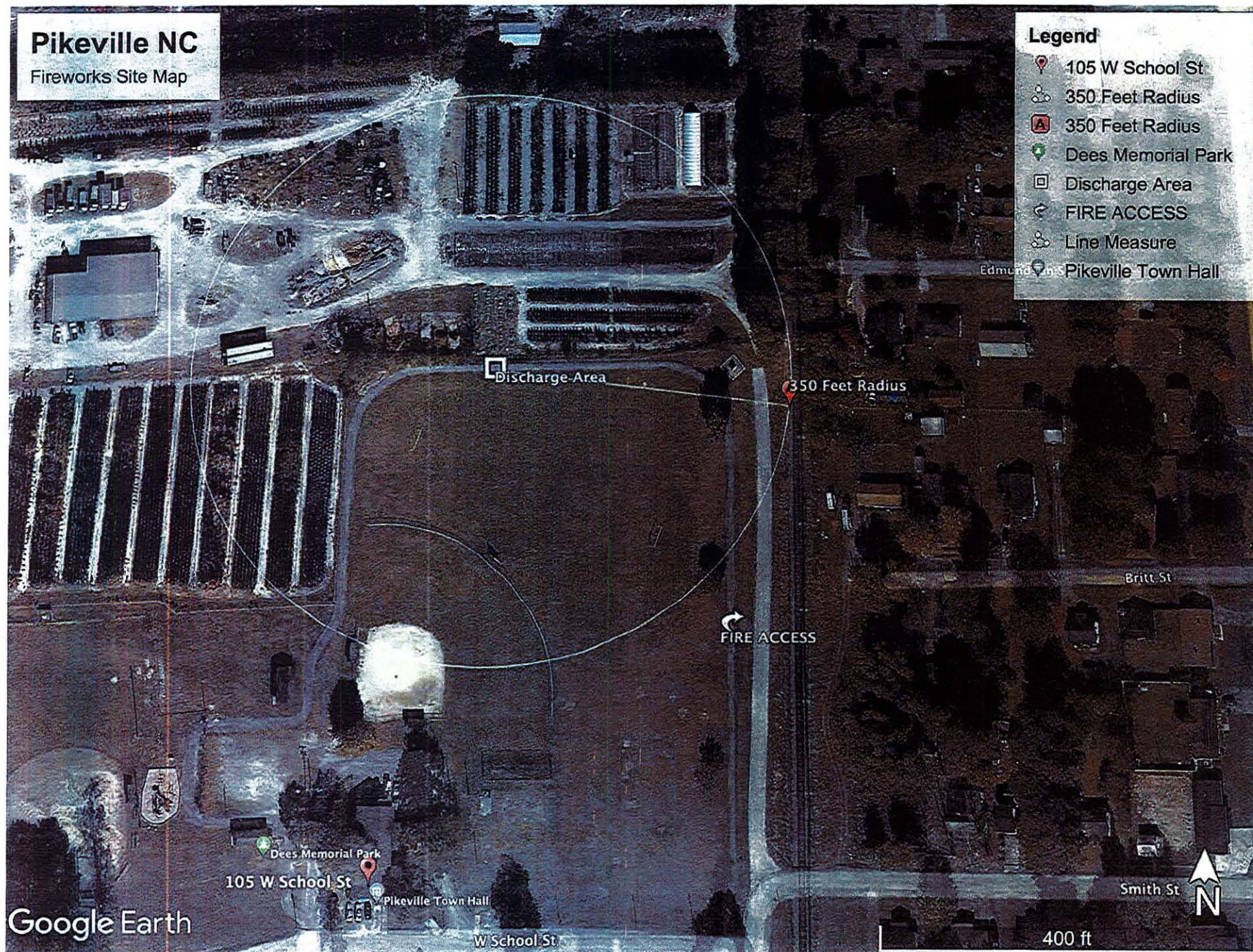
160 - 3" Assorted Shells w/Tail

96 - 4" Assorted Shells w/Tail

Grand Finale:

110 - 3" Assorted Color and Salute Chain Shells w/Tail

6 - 4" Assorted Color Chain Shells w/Tail



Federal Explosives License/Permit (18 U.S.C. Chapter 40)

20250901 1400 1400 1400 1400 1400

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FELC
Correspondence To 244 Needy Road
 Martinsburg, WV 25405-9431

License/Permit
Number

1-NC-057-51-4J-00088

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date

September 1, 2024

Name

HALE ARTIFICIER INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

**345 DAISY COURT
LEXINGTON, NC 27292-**

Type of License or Permit

51-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

**HALE ARTIFICIER INC
545 NEW BOWERS RD
LEXINGTON, NC 27292-**

Licensee/Permittee Responsible Person Signature

JEFF HALE

Printed Name

President
Position Title

8/28/21
Date

Date

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives

Federal Explosives License/Permit
(18 U.S.C. Chapter 40)

01 00000000 000000 000000 000000 000000 000000

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FELC
Correspondence To 244 Needy Road
 Martinsburg, WV 25405-9431

License/Permit
Number **1-NC-057-20-4L-00921**

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date **November 1, 2024**

Name
HALE ARTIFICIER, INC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

**3185 EAST US HWY 64
LEXINGTON, NC 27292-**

Type of License or Permit

20-MANUFACTURER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

**HALE ARTIFICIER, INC
545 NEW BOWERS ROAD
LEXINGTON, NC 27292-**

Licensee/Permittee Responsible Person Signature

President

Position/Title

JEFF HALE

Printed Name

11/16/21

Date

Previous Edition is Obsolete

HALE ARTIFICIER, INC 3185 EAST US HWY 64 27292-1 NC-057-20-4L-00921 November 1, 2024 20-MANUFACTURER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised September 2011

HALE ARTIFICIER, INC.

Safety Procedures for Fireworks Displays

NFPA 1123 Codes are to be followed at all times.

1. Firing Procedure:

- A. Operators are to use the Pre-display checklist provided in the display paperwork. AT NO TIME are the materials to be left unattended.
- B. Upon arrival at the site, check site conditions for any hazards that may impede the safety of the display operation.
- C. Insure the site meets all distance requirements.
- D. Confirm that there is adequate ingress and egress for emergency vehicles.
- E. Inspect all racks and equipment as it is coming off the truck. Any equipment that is damaged, or broken is not to be used in the display.
- F. All mortar racks are to be set up and installed prior to any loading of live materials.
- G. Inspect all shells and fireworks devices such as cakes, candles, and ground effects prior to loading, or placing in the firing area. Any materials found to be damaged, or not in proper condition are not to be used in the display.
- H. All materials fuses are to be situated and secured for easy access and removal of safety caps just prior to firing.
- I. (Electric firing) Any e-matching of materials will take place at least 50 feet from the truck holding the fireworks, and at least 100 feet from any public access. Limit the amount of materials in this area to just ONE box at a time.
- J. (Electric firing) Once all materials are set up, no personnel are allowed within the firing area during the continuity testing. If there is a need to check contact points, or adjust materials, the firing control panel must be disabled completely before an operator enters the firing area.
- K. (Manual Firing) Operators will use fusees (flares) for ignition of shell leaders.
- L. Previously installed multiple ignition points are to be placed along Finale racks, or any chain fused sections of the display.

545 NEW BOWERS ROAD, LEXINGTON, NC 27292

WWW.HALEARTFIREWORKS.COM

HALE ARTIFICIER, INC.

2. Termination and Emergency Procedures

- A. If, at any time before, or during the discharge of a Display, there arises a condition that adversely affects the firing or completion of the Display, the operator will IMMEDIATELY halt the display, until such a time that the condition can either be corrected, or deleted from the program.
1. The AHJ will also have the authority to halt the display, should any such condition arise.
 2. Communication between the Operator and the AHJ will be necessary to provide for the continuation of the display.
- B. If there is a weather related concern, the display is to be halted, or postponed, until better conditions prevail. If there is no alternative, or if conditions remain at an unsafe level, then the Operator is to cancel the display, and the Rain Date option will be considered.
1. All mortar racks are to be covered with tarps, plastic or other suitable materials to prevent materials from getting wet. Cakes, and other ground effects can be placed in plastic bags.
 2. Any materials that do become wet shall not be used, and are to be placed into regulation cartons and returned to Hale Artificier, Inc.
- C. If, during the display, an errant shell or malfunction of equipment causes materials to be sent towards or into the spectator area, or out of the intended fallout area, the operator will IMMEDIATELY halt the display.
1. The safety of the spectators is the primary concern, and the operator is to insure that any errant shell trajectories or malfunctions are dealt with as soon as it is safe to do so. Repositioning of the racks, or dropping that part of the display will be done before resuming any firing.
 2. A situation of this nature could cause the rest of the display to be postponed, or cancelled with the communication and cooperation of the AHJ.
 3. Identification of the errant materials and/or equipment is to be documented in the Operators display report.
 4. If there is ANY injury of any nature, to a spectator, or any other person, the display is to be halted, and the assistance of the local EMS, Fire Department, and/or other fire and life safety personnel on duty at the time is to be utilized.

HALE ARTIFICIER, INC.

D. Ingress and Egress routes are to to be maintained at all times, and are to remain clear for emergency vehicles and personnel.

1. Should there be any reason to need such access, the Operator shall halt all firing, and suspend the display.
2. The Operator and other display personnel may assist such emergency personnel to control and contain any condition to insure the safety and security of the site.

3. Post Display

A. Once the display has been completed, the Operator will make the determination to break down the display equipment when he/she finds all conditions safe to do so.

1. The operator and assistants should allow at least 15 minutes for a "cool-down" period, once the display is completed.
 - a. Beginning with the mortars that were fired first, make sure that all shells and materials were discharged.
 - b. Once all racks and equipment have been cleared, the Operator will approve the break down of the display.

2. Misfired Materials

- a. Identify any and all misfired materials.
- b. Insure that there are no ignition hazards present before handling. All sparks are to be extinguished. E-matches should be disconnected and shunted, and then may be carefully removed.
- c. Carefully remove materials from the discharge area.
- d. Place materials into a regulation carton, and transport back to Hale Artificier, Inc.
- e. Record misfires in the Operator's display report.

3. Dud Shells

- a. Identify any and all dud shells and their location.
- b. No unauthorized personnel are to be allowed in those areas.
- c. Insure that there are no ignition hazards before handling. If necessary, spray with water to extinguish any sparks or flame.

HALE ARTIFICIER, INC.

- d. Carefully remove dud shells, place into a regulation carton and transport back to Hale Artificier, Inc.
 - e. Record duds in the Operator's display report.
- B. The operator will assist the AHJ in conducting the post-display inspection, and sign off on any documentation the AHJ may require.
- C. Once that inspection is completed, the operator may clear the on-duty Fire Department personnel.
- D. The entire discharge area and fallout zones are to be inspected to insure that there are no duds, misfires, or any other materials left on the display site. If necessary, a site check is to be made early the following morning.
- E. Clean up includes removal of all equipment, paper debris, and any other items that remain as a result of the display.

HALE ARTIFICIER INC
EASTERN OPERATIONS ACCT
786 PERKINS RD NW
PIKEVILLE, NC 27863

1256

66-112/531

5/23/22 Date

Pay to the Order of County of Wayne \$85⁰⁰
Eighty - five Dollars + 00/100 Dollars



Photo
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BRANCH BANKING AND TRUST COMPANY
1-800-BANK BBT BBT.com

For

fireworks permit

Dennis H Lewis MP

⑆053101121⑆0005207628605⑆01256

Outdoor Pyrotechnics
Display

**OPERATORS
LICENSE**

**J
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5**

**Dennis Lewis
License # 1124**

The Board of Commissioners for the County of Wayne, North Carolina met in a regular meeting in the Commissioners' Meeting Room in the Wayne County Courthouse Annex located at 224 East Walnut Street in Goldsboro, North Carolina, the regular place of meeting, at 9:00 a.m. on June 7, 2022.

Present: Chair Joe Daughtery, presiding, and Commissioners

Absent: Commissioners

Also present: _____

* * * * *

_____ introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

**RESOLUTION OF THE COUNTY OF WAYNE, NORTH CAROLINA
DECLARING ITS OFFICIAL INTENT TO REIMBURSE
EXPENDITURES UNDER UNITED STATES DEPARTMENT OF
TREASURY REGULATIONS**

BE IT RESOLVED, by the Board of Commissioners (the "Board") for the County of Wayne, North Carolina (the "County") as follows:

Section 1. The Board hereby finds, determines and declares the following:

(a) Section 1.150-2 of the Treasury Regulations (the "Regulations") prescribes specific procedures which will be applicable to certain bonds or notes issued by or on behalf of the County including, without limitation, a requirement that the County declare its official intent to reimburse certain expenditures with proceeds of debt to be incurred by the County prior to, or within sixty (60) days of, payment of the expenditures to be reimbursed.

(b) The County intends to advance its own funds in order to pay certain capital costs (the "Original Expenditures") relating to the acquisition, construction, renovation and equipping of various improvements to Wayne Community College (the "Project").

(c) The County reasonably expects to reimburse itself for the Original Expenditures from the proceeds of debt to be incurred by the County.

(d) \$3,000,000 is the maximum principal amount of debt expected to be incurred for the purpose of paying the costs of the Project.

(e) This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

(f) The funds heretofore advanced or to be advanced by the County to pay the Original Expenditures are or will be available only on a temporary basis, and do not consist of funds that were otherwise earmarked or intended to be used by the County to permanently finance the Original Expenditures.

(g) All Original Expenditures to be reimbursed by the County were paid no more than sixty (60) days prior to, or will be paid on or after the date of, this declaration of official intent, except with respect to certain amounts incurred before such 60-day period not exceeding 20% of the issue price of the proceeds of the debt to be hereinafter incurred which are expended for "preliminary expenditures" within the meaning of Section 1.150-2 of the Treasury Regulations (the "Preliminary Expenditures"). The County understands that, except for the Preliminary Expenditures, such reimbursement must occur not later than eighteen (18) months after the later of (a) the date the Original Expenditures were paid and (b) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the Original Expenditures were paid.

Section 2. This resolution shall take effect upon its adoption.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing resolution entitled "RESOLUTION OF THE COUNTY OF WAYNE, NORTH CAROLINA DECLARING ITS OFFICIAL INTENT TO REIMBURSE EXPENDITURES UNDER UNITED STATES DEPARTMENT OF TREASURY REGULATIONS" was adopted by the following vote:

Ayes: _____

Noes: _____

* * * * *

I, Carol Bowden, Clerk to the Board of Commissioners for the County of Wayne, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board for said County at a regular meeting held on June 7, 2022, as relates in any way to the introduction and adoption of the foregoing resolution and that said proceedings are recorded in the minutes of said Board.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said County this 7th day of June, 2022.

Clerk to the Board of Commissioners

[SEAL]

MEMORANDUM

TO: Wayne County Board of Commissioners

FROM: Joe C. Daughtery, Facilities Committee Chairman

DATE: April 12, 2022

SUBJECT: DSS/HD Building Project

The Facilities Committee of the Wayne County Board of Commissioners met on Monday, May 23, 2022, with Moseley Architects to discuss the design of the DSS/HD Building Project. The Committee recommends the Board of Commissioners approve to allow Moseley Architects to proceed with a full design schematic for the DSS/HD Building Project.

**NORTH CAROLINA
WAYNE COUNTY**

**JOINT RESOLUTION BETWEEN THE WAYNE COUNTY BOARD OF
COMMISSIONERS AND THE WAYNE COUNTY BOARD OF EDUCATION IN
SUPPORT OF HOUSE BILL 983: CERTAIN SCHOOLS' NEEDS FUNDS**

WHEREAS, Representative Raymond Smith has sponsored House Bill 983: Certain Schools' Needs Funds, for consideration by the North Carolina General Assembly; and

WHEREAS, Representative John Bell has co-sponsored House Bill 983 in recognition of the needs of named schools; and

WHEREAS, Goldsboro High School, originally constructed in 1926, is in need of major renovations and repairs; and

WHEREAS, Dillard Middle School, originally constructed in 1956, is in need of significant renovations and repairs; and

WHEREAS, Brogden Middle School, originally constructed in 1947, is in need of significant renovations and repairs; and

WHEREAS, students and staff in these aging facilities deserve to attend school and work in upgraded facilities that are conducive to teaching and learning, and

WHEREAS, both the Wayne County Board of Commissioners and the Wayne County Board of Education acknowledge the leadership and tireless work of Representative Raymond Smith and Representative John Bell on behalf of their constituents in Wayne County.

NOW, BE IT THEREFORE RESOLVED by the Wayne County Board of Commissioners and the Wayne County Board of Education:

1. That both Board fully endorse and support the passage of House Bill 983.
2. That funds specified for renovations and repairs for Goldsboro High School, Dillard Middle School, and Brogden Middle School, if received, will be expended at the designated schools as specified in House Bill 983.
3. That appreciation is given to Representative Raymond Smith and Representative John Bell for their efforts to advance House Bill 983 in support of Wayne County Public Schools, its students, its staff, and the greater communities we serve.

PASSED AND ADOPTED THIS 6TH DAY OF JUNE, 2022.

WAYNE COUNTY BOARD OF EDUCATION

Don Christopher West, Chairman
Wayne County Board of Education

ATTEST:

Dr. David A. Lewis, Secretary

PASSED AND ADOPTED THIS _____ DAY OF JUNE, 2022.

WAYNE COUNTY BOARD OF
COMMISSIONERS

Joe Daughtery, Chariman
Wayne County Board of Commissioners

ATTEST:

Carol Bowden
Clerk of the Board



NORTH CAROLINA

WAYNE COUNTY

Notice is hereby given the Wayne County Board of Commissioners have canceled their July 5, 2022 regular meeting.

This the 7th day of June, 2022

Carol Bowden
Clerk to the Board
Wayne County Board of Commissioners



THE GOOD LIFE. GROWN HERE.



Product Development Fund Program Overview & Guidelines

The State of North Carolina has appropriated \$5,000,000 in funding to North Carolina's Southeast (NCSE) to initiate and implement a regional product development program for the region's member counties. The funding will be used to support projects and initiatives across the 18-county region that create and enhance building and site properties for economic development and business recruitment. The guidelines and application process have been designed so that the program adheres to accountability requirements set by the State.

- \$4,716,000 (95%) is for direct product development in the region's 18 counties
- Each county's lead Economic Development Organization (EDO) has a maximum capacity of \$262,000 to use toward product development needs, based on the guidelines included here.
- \$284,000 (5%) will support other regional product development activities by NCSE, including large site/mega site analysis; development of shell building plans; Real Estate Investment Trust (REIT) analysis, supply chain analysis, marketing of buildings and sites, and initiative development and oversight.
- An application process has been developed to use for EDOs to request funding.
- The EDO may apply for funds for more than one project, subject to the \$262,000 total capacity. If an EDO has more than one project, a separate application needs to be completed for each project.

(The lead economic development organization is defined as the designated economic development organization (EDO) by the NCSE member county government)

Program Goals

- Provide a direct financial resource for product development to NCSE's member counties.
- Be a catalyst for product development projects and initiatives across the NCSE region.
- Leverage public, private, and philanthropic funding sources for product development enhancement.
- Increase the amount and quality of available industrial properties across the NCSE region, especially industrial buildings.
- Result in the creation of new jobs and private investment throughout the NCSE region.

Eligible Projects & Uses

- Existing industrial buildings and sites:
 - Building renovation analysis assessment
 - Building Renovation/Upfit

- Site or Building Certifications
- Industrial site master-planning
- Potential acquisition of an existing industrial building and/or site by a public or non-profit economic development entity
- Upfits/renovations to existing industrial buildings (with the exception of shell buildings) are limited to “Qualified Active Company Projects.”
- New/proposed industrial buildings and sites:
 - Industrial site master-planning
 - New industrial site identification analysis
 - Studies, analyses, and assessments
 - Phase I & 2 assessments
 - Geotech assessments
 - Sites Planning
 - Infrastructure Planning
 - Wetland identification & delineation
 - Historic, archeological, and endangered species review
 - Engineering
 - Sites Certification
- Site development public infrastructure improvements:
 - Water
 - Sewer
 - Electric
 - Natural Gas
 - High speed internet/broadband
 - Roads/Entrance
 - Rail
 - Clearing, Grubbing, and Grading
- Shell building feasibility studies, design, blueprints, and/or construction
- Incubator plans and/or incubator construction and/or renovation, upfit, and upgrades.
- Build-to-suit industrial building design, blueprints, and/or construction, and which has a “Qualified Active Company Project” as described above.
- Existing project sites or buildings are preferred to be owned by, or be held under option by, an economic development organization, county, city, or other similar public or local nonprofit economic development-related entity.
- Privately owned properties will be considered depending on the stage of due diligence and planning of the project, the degree of public involvement, and the documented expressed willingness of the owner to have the property available for economic development purposes. The final determination of eligibility will be made by the NCSE Executive Committee. Care will be taken to avoid impermissible private benefit/inurement.
- Greater preference will be applied to applications that will lead to industrial building development, as this is the greatest need in the region.

Funding Availability, Criteria & Local Match Requirements

- Project funding requests will be evaluated for viability, economic impact, and local support.
- Grant funding will be provided on a reimbursement basis.
- A match of at least 25% to the NCSE grant amount is required.
Example: Total NCSE grant request is \$100,000. Local match is \$25,000.

- If the request for funding is for \$50,000 or less and falls in one of the following categories, a 10% local match is required.
Example: Total NCSE grant request is \$40,000. Local match must be at least \$4,000.
 - Site analysis
 - Site masterplans
 - Shell building plans
 - Incubator plans
 - Build to suit plans
- Matching funds may come from public, private, or philanthropic sources.
- Documentation of estimated matching funding sources must be provided.
- Economic development organizations may submit more than one application. After June 30, 2022, uncommitted and unencumbered funds may be considered for allocation to previously approved projects.
- NCSE member counties will have a capacity of \$262,000 each in total funding support. The applications should demonstrate the use of up to \$262,000 from this program. This could be in one or more applications, up to a total of \$262,000.

Application Process/Review

- Applications must be submitted by the NCSE member county's designated lead economic development organization.
- Applications will be accepted on a rolling basis until June 30, 2022.
- The initial maximum amount of funding capacity available to each NCSE member county for approved projects is \$262,000.
- Member counties must be in good financial standing with NCSE (having paid their annual assessment to NCSE for the fiscal year as a member county) at both the application, funding allocation, and reimbursement stages of the project.
- A Letter of Intent (LOI) must be submitted to NCSE to begin the application process. It should include an overview and narrative of the proposed project and use of the funding, including estimated costs. All LOIs must be submitted by April 30, 2022.
- The lead county economic development organization must fully complete the application form and include letters of support, vendor quotes, maps/drawings/schematics (if applicable), and any other required materials. Applications for incubator projects will require more detailed information, such as a business plan and a general operations plan.
- All applications and supporting documentation will be reviewed by NCSE staff.
- NCSE will provide feedback on the application indicating either:
 - the application is accepted as submitted and will proceed to evaluation by the Executive Committee.
 - the application requires additional information or action before it can proceed to further evaluation by staff and the Executive Committee.
 - the application does not meet the requirements of the program.

Application/Approval

- After applications have been reviewed for acceptability by NCSE staff, they will be forwarded to the NCSE Executive Committee for evaluation.
- The NCSE Executive Committee can take three actions: approve, decline, or request additional information. If the NCSE Executive Committee requests additional information, the application may be re-submitted with the additional information for future review.

- The NCSE Staff will serve as staff advisors to the NCSE Executive Committee.
- The NCSE Executive Committee will meet as needed to evaluate and approve applications. Meetings may be conducted in person, via conference call, or virtually.

Grant Administration/Reporting/Reimbursement

- Once the application is approved, the member county developer will receive a grant contract from NCSE.
- Once the grant contract is executed, a notice to proceed will be given.
- All projects should be completed within 20 months, but flexibility will be considered based on the nature of the project and external factors. Applicants will need to provide information if the project appears it will go beyond the timeline stated in the original proposal.
- Grant funding will be provided on a reimbursement basis when the project activity is completed.
- Grant funding is reimbursed through the lead economic development organization.
- The grant recipient must submit regular reports every six months showing progression along the submitted project timeline.
- If the project falls significantly behind schedule (120 or more days), or if the project appears that it will not materialize, the NCSE Executive Committee reserves the right to terminate the grant. Flexibility of this requirement will be considered based on the nature of the project and documented reasons why it will not materialize.
- The grant recipient will pay invoices and seek reimbursement from NCSE by completing the Reimbursement Request Form. Reimbursements will be issued within 30 business days of receiving the fully completed Reimbursement Request Form, provided that all supporting documentation is enclosed as required and stated herein.
- The grant recipient must submit a final grant completion report to NCSE within 30 days of the project's completion. The report must include progress/completion toward the metrics stated in the grant contract.
- The member county lead economic development organization will put on all project materials a statement provided by NCSE that acknowledges that NC's Southeast provided funding for the project via an appropriation from the State of North Carolina. The NCSE logo must be included with these materials.
- All member counties have an opportunity to secure up to the maximum \$262,000 grant capacity during the application period of the program with a deadline of June 30, 2022. After June 30, uncommitted and unencumbered funds will be deemed available to previously approved projects.
- The Executive Committee may exercise its discretion to determine that all requirements have been met.
- All member counties are encouraged to submit applications for funding by June 30, 2022.