

Bertie County Board of Commissioners



May 1, 2017
4:00 PM

	Ronald "Ron" Wesson	District 1
	Stewart White	District II
	Tammy A. Lee	District III
Chairman	John Trent	District IV
Vice Chairman	Ernestine (Byrd) Bazemore	District V

BERTIE COUNTY BOARD OF COMMISSIONERS

May 1, 2017

Meeting Agenda

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

4:00-4:05 Call to Order and Welcome by Chairman Trent

4:05-4:15 Invocation and Pledge of Allegiance by Commissioner Wesson

4:15-4:25 Public Comments (3 minute time limit per speaker)

(A)

***** APPOINTMENTS *****

4:25 – 4:35 (1) 2nd meeting – Commissioners convene as the Board of Equalization and Review – Tax Administrator, Jodie Rhea

4:35 – 4:45 (2) ABC Board annual report and check presentation by ABC Board Chair, Miles Davis

4:45 – 4:55 (3) Update by Chris Hilbert of Holland Consulting Planners

4:55 – 5:05 (4) Update by Marc Finlayson of the Highway 17 project

5:10 – 5:20 (5) Pound the Sound update and request for contribution by the Windsor-Rotary Club

Board Appointments (B)

1. There are no Board Appointments.

Consent Agenda (C)

1. Approve Minutes for Regular Meeting 4-17-17
2. Approve Minutes for Work Session 4-24-17
3. Register of Deeds Fees Report – April 2017
4. Budget Amendments

*****OTHER ITEMS*****

Discussion Agenda (D)

1. Discuss approval of lease for a temporary Lawrence Memorial Library location – Food Lion Shopping Center
2. Discuss congregate meal bids with Council on Aging Director, Venita Thompson
3. Review Closed Session minutes with County Attorney to prepare for release
4. Consider proposed waterline extension policy

Commissioners' Reports (E)

County Manager's Reports (F)

County Attorney's Reports (G)

Public Comments Continued

Closed Session

Pursuant to N.C.G.S. § 143-318.11(a)(3) to go into closed session to consult with the County Attorney in order to preserve the attorney-client privilege that exists between the attorney and this public body.

Pursuant to N.C.G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approves the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.

Pursuant to N.C.G.S. § 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Pursuant to N.C.G.S. § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of employment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Adjourn



Bertie County

A-1

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: A-1

DEPARTMENT: Governing Body

SUBJECT: 2nd meeting – Commissioners convene as the Board of Equalization and Review
– Tax Administrator, Jodie Rhea

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion requested.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

A-2

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: A-2

DEPARTMENT: Governing Body

SUBJECT: ABC Board annual report and check presentation by ABC Board Chair, Miles Davis

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

A-3

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: A-3

DEPARTMENT: Governing Body

SUBJECT: Update by Chris Hilbert of Holland Consulting Planners

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

**HAZARD MITIGATION GRANT PROGRAM (HMGP)
DR-4285 (HURRICANE MATTHEW)
LETTER OF INTEREST**

APPLICANT: Town of Windsor, North Carolina

COUNTY: Bertie

POINT OF CONTACT NAME AND TITLE: Allen Castelloe, Town Administrator

ADDRESS: PO Box 508, Windsor, NC 27983

TELEPHONE: (252) 794-3121 Mobile: (252) 724-0291

FAX: (252) 794-5909

EMAIL: windsor.admin@mchsi.com

NAME OF YOUR JURISDICTION'S LOCAL MITIGATION PLAN: Bertie County Multi-Jurisdictional Hazard Mitigation Plan

Print Name: Allen Castelloe Title: Town Administrator

Signature:  Date: 3/31/2017

Eligible project types include: Acquisition (Buyouts), Elevation (House Raising), and Mitigation Reconstruction (Demo/Rebuild), Generators, Early Warning Systems, Regional Plans, Stormwater Management, Wind Retrofits, and the Mitigation of commercial properties. **Please see the attached NCEM Notice of Funds Availability for important information pertaining to this funding cycle.**

Federal Guidance: www.fema.gov/hazard-mitigation-assistance

- Description of problem to be mitigated (If project is an acquisition, elevation or mitigation reconstruction, tax cards, .jpeg photos of structure (entire circumference of the structure in 3-4 photos), elevation certificates (if available) for each structure must be provided.) If applying for funding for a Hazard Mitigation Plan, note that only proposals for regional plans will be accepted.**

The Town of Windsor (and in agreement with Bertie County (see attached Agreement)) is applying to the North Carolina Division of Emergency Management (NCDEM) and the Federal Emergency Management Agency (FEMA) for Flood Mitigation Assistance Program (FMA) funds to elevate approximately seven (7) residential structures above the 100-year or "base" flood elevation (Note: Windsor has a 3-foot freeboard for new construction based on prior flood depths) and acquire/demolish approximately seventy four (74) properties. All of these properties are severely flood-prone, and have suffered repetitive flood damage since September 1999, including significant recent damage during Hurricane Matthew in October, 2016. The proposed project is intended primarily to mitigate against future damages from floods, as the entire project area is within the 100-year floodplain. The level of protection provided would be to the 100-year event (plus 3-foot freeboard). The useful mean economic lifetime of structures to be elevated is estimated to be fifty (50) years.

2. Description of previous damages and/or hazard history specific to the mitigation projects being submitted: (Attach additional sheets if necessary):

10/8/2016	Hurricane Matthew	Major Damage, but data unavailable	Data Unavailable
9/22/2016	Tropical Storm Julia	Major Damage, but data unavailable	Data Unavailable
08/27/2011	Hurricane Irene	Property damages \$500K	
10/1/2010	TS Nicole	Major Damage, but data unavailable	HMGP Buyout Completed
09/18/2003	Hurricane Isabel	Property Damage \$2.5 million	
09/06/1999	Hurricane Floyd	Major Damage \$8.8 million	HMGP Buyout Completed CHAF Elevation Project Completed
08/26/1998	Hurricane Bonnie	Property Damage \$3.4 million	

3. Description of proposed project or mitigation measure: (List structures to be protected, including location. Attach additional sheets if necessary.)

Since Hurricane Floyd in September of 1999, many homes and businesses in the Town of Windsor and nearby have been inundated with flood waters FOUR times. As the Town of Windsor is already economically distressed in many areas, experiencing double-digit unemployment since 1999 and the recent flooding continues to contribute to the degradation of the quality of life, housing stock, and economic base of the area.

The citizens of the Town of Windsor have been very satisfied with the HMGP/CHAF assistance they have received following Hurricane Floyd and Tropical Storm Nicole. Additionally, the prior HMGP programs sponsored by the town have already proved successful. None of the 17 homes in the Town of Windsor elevated with State CHAF funds from 2000 through 2003 received any flood damage from Tropical Storm Nicole in 2010. Most recently, the town has completed its Tropical Storm Nicole HMGP Buyout project consisting of 5 additional homes.

The town has already undertaken an aggressive outreach and pre-application process to identify interested owners of repetitive loss properties, including previously uninsured properties. This information has been transmitted to NCDEM several times in recent years, most recently in the FY15 UHMA application period.

The project will take place within the Town limits of the Town of Windsor and unincorporated areas of Bertie County near Windsor. The implementation of this project will eliminate repetitive flood damage experienced by 81 property owners in the Town of Windsor and nearby area through acquisition and demolition through elevation of existing finished floor elevations above the Base Flood Elevation with a 3-foot freeboard as specified by the Town of Windsor Flood Damage Prevention Ordinance, and foundation retrofitting as specified by universal engineering design standards and the North Carolina State Residential Building Code. It is expected that this proposed project will provide a significant reduction in post-disaster insurance settlements, direct FEMA payments to property owners, and temporary displacement, uninsured losses, loss of personal property, and other primary and secondary adverse economic and human impacts resulting from flood damage.

4. Estimated Line Item Budget for Project Costs:

<u>Elevation Subproject</u>	<u>Unit Quantity</u>	<u>Unit of Measure</u>	<u>Unit Cost</u>	<u>Total Item Cost</u>
Elevation/Retrofitting Hard Costs	7	EA	\$ 138,267	\$ 967,869
Title Opinion/Recording Fee	7	EA	\$ 500	\$ 3,500
Intake Interviews/ Precon Tasks	7	EA	\$ 3,500	\$ 24,500
Pre-Mitigation Survey	7	EA	\$ 1,400	\$ 9,800
Asbestos Inspection	7	EA	\$ 250	\$ 1,750
Structural Feasibility	7	EA	\$ 3,000	\$ 21,000
Bid Specifications	7	EA	\$ 2,500	\$ 17,500
Engineering Design	7	EA	\$ 6,000	\$ 42,000
Resident Inspection/Contract Administration	7	EA	\$ 8,000	\$ 56,000
Temporary Relocation Assistance	7	EA	\$ 1,750	\$ 12,250
Project Management (5%)	1	LS	\$ 60,851	\$ 60,851
Elevation Subproject Total				\$ 1,217,020
Acquisition Subproject				
	<u>Unit Quantity</u>	<u>Unit of Measure</u>	<u>Unit Cost</u>	<u>Total Item Cost</u>
Fair Market Value	74	EA	\$ 70,703.1	\$ 5,232,030
Appraisal	74	EA	\$ 500	\$ 37,000
Third Appraisal	74	EA	\$ 500	\$ 37,000
Title Work	74	EA	\$ 500	\$ 37,000
Recording Fee	74	EA	\$ 250	\$ 18,500
Pre-Mitigation Survey	74	EA	\$ 1,000	\$ 74,000
Legal/Closing Costs	74	EA	\$ 1,000	\$ 74,000
Asbestos Inspection	73	EA	\$ 500	\$ 36,500
Level 1 ESA	24	EA	\$ 2,500	\$ 60,000
Intake Interviews/Counseling	74	EA	\$ 4,000	\$ 296,000
Tenant Relocation Management	24	EA	\$ 4,000	\$ 96,000
Demolition (incl. asbestos abate.)	73	EA	\$ 16,046.5	\$ 1,171,394
Tenant Relocation (URA)	24	EA	\$ 5,250	\$ 126,000
Tenant Moving Expenses (S-F)	11	EA	\$ 1,500	\$ 16,500
Tenant Moving Expenses (M-F)	13	EA	\$ 1,200	\$ 15,600
Project Management (5%)	1	LS	\$ 385,304	\$ 385,659
Acquisition Subproject Total				\$ 7,713,183

5. **Technical Assistance Needed from NCEM:** (To help us provide you with the best possible level of customer service, please indicate how much support you anticipate needing from NCEM) – select all that apply:

- A. General, ongoing assistance and guidance
- B. Quite a bit of assistance
- C. Substantial hands-on assistance throughout the process
- D. Especially need support with intake of potential HMGP participants

Please also describe the *type* of support you anticipate needing from NCEM (i.e. providing data to support a Benefit-Cost Analysis, technical writing, etc.)

The Town of Windsor will require technical assistance from the NCDEM staff to compile the final expedited Hurricane Matthew HMGP application, and to discuss mitigation alternatives for second tier applications now being processed by the town staff.

6. **NFIP Rep Loss Information**

If you need a current copy of your community's severe repetitive loss list and/or repetitive loss list, please e-mail hmgrants@ncdps.gov and we will be in touch immediately.

7. **Important Deadlines:**

- A. **March 31, 2017 (Close of Business)** – Letters of Interest (LOIs) are due for all Expedited Sub-Applications. *Expedited LOIs and attachments can be sent anytime before for processing.* All documents to support a benefit-cost analysis are due. For acquisition and elevation projects, these include tax cards and elevation certificates (if available), as well as loss histories for all properties being mitigated. NCEM will conduct analysis to determine if projects are cost effective, including use of all waivers, and submit grant applications in NEMIS. ****Please note that Mitigation projects require a FEMA-approved and adopted Hazard Mitigation Plan at the time of submittal to FEMA, as well as on FEMA's subsequent award date, if selected.**** For technical assistance with these requirements, please contact Nick Burk, Section Manager for Hazard Mitigation Grants at (919) 825-2301 or Sharon Winstead, Hazard Mitigation Supervisor at (919) 825-2356. NCEM will provide grant writing support on expedited subapplications, especially to support emergency housing/resilience needs.
- B. **May 1, 2017 (Close of Business)** – Letters of Interest (LOIs) are due for Standard Sub-Applications including all previously mentioned required documentation. NCEM-HM will begin working with sub-recipients prior to ensure all required attachments have been retrieved and are formatted correctly.
- D. **June 19, 2017** – For standard sub-applications selected by NCEM to be submitted to FEMA, NCEM-HM will begin working with sub-recipients on a strong first draft of the grant application.
- E. **August 25, 2017** – Final drafts of grant applications are due to NCEM, integrating comments from NCEM Hazard Mitigation staff.

Please return completed LOI electronically to:

HM Grants Branch – Attention: Kathy Brewer
Hazard Mitigation Branch
e-mail: hmgrants@ncdps.gov

Memorandum of Agreement

Between Bertie County and the Town of Windsor

Hurricane Matthew (DR-4285) Hazard Mitigation Grant (HMGP) Programs

This Agreement, dated March 23, 2017, by and between Bertie County, North Carolina, hereinafter called "the County," and the Town of Windsor, hereinafter called "the Town," both bodies politic and corporate of the State of North Carolina.

Whereas, both the County and the Town suffered considerable flood damage from Hurricane Matthew in October, 2016, including damage to numerous structures damaged by several previous tropical storm/hurricane events since 1999; and,

Whereas, both the County and the Town are located in the area eligible for federal Hazard Mitigation Grant Program (HMGP) funding under the federal disaster declaration (DR-4285) for Hurricane Matthew; and,

Whereas, both the County and the Town are undertaking citizen outreach, structural assessment, and data collection activities required to submit applications for HMGP acquisition, elevation, and reconstruction projects to the NC Division of Emergency Management; and,

Whereas, both the County and the Town have entered into contractual agreements with the same qualified planning consulting firm to assist both entities with flood mitigation and recovery projects related to Hurricane Matthew; and,

Whereas, the aforementioned planning consulting firm, Holland Consulting Planners, Inc., (HCP) has a long-standing professional relationship with the Town of Windsor, including management of numerous Community Development Block Grant (CDBG) programs, and several HMGP- and state-funded elevation, reconstruction, and acquisition projects following Hurricane Floyd and Tropical Storm Nicole; and,

Whereas, Bertie County has no related experience in the management of flood mitigation and recovery projects, and limited staff available to provide day-to-day management of those types of projects; and,

Whereas, representatives of both entities have discussed possible project management alternatives for HMGP projects funded pursuant to Hurricane Matthew, and have agreed that the optimum management alternative for both parties is for the Town to assume responsibility for application for, and management of, all HMGP acquisition, elevation, and reconstruction projects including housing units located within the planning jurisdiction of the Town and/or the County.

NOW, THEREFORE, both Bertie County and the Town of Windsor agree to the following terms and conditions:

The Town of Windsor and its planning consultant (HCP) will prepare all documents and attachments required for submittal of expedited and secondary Hurricane Matthew HMGP applications including housing units located in the County/Town planning jurisdiction to the NC Division of Emergency

Management. Bertie County will provide technical assistance during preparation and review of the applications as requested by representatives of HCP or the Town of Windsor.

The Town of Windsor will assume sole responsibility for 1) managing all projects funded with Hurricane Matthew HMGP funds pursuant to the application process outlined above, and 2) will be responsible for maintaining strict compliance with the terms of the respective Hurricane Matthew HMGP grant agreements executed by the Town on behalf of the Town/County. The Town does hereby agree to indemnify the County against any and all loss, costs, damages, charges, liabilities, or expenses, including court costs and attorney's fees, which it may sustain as a result of the Town's non-compliance with the conditions of any Hurricane Matthew HMGP grant agreement related to the terms of this Agreement.

During HMGP project implementation, Bertie County will provide technical support to respond to concerns of the Town; e.g., citizen participation, progress meetings, building inspection, homeowner/contractor disputes, etc., in a reasonable manner as requested by the Town, based on staff availability and availability of grant funds managed by the Town.

The Town will assume responsibility for HMGP grant management, financial management, procurement of required professional and construction services, and supervision of construction/contract administration for Town- managed HMGP flood mitigation projects in accordance with the appropriate HMGP Grant Agreements.

All professional services contracts and construction contracts procured by the Town related to this Memorandum of Agreement will be procured specifically for each project utilizing procedures outlined in the North Carolina General Statutes and/or the applicable federal procurement standards.

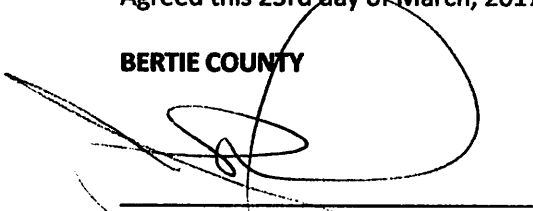
The Town will provide the County Manager with audited financial statements, by-laws, meeting minutes, or other documents and correspondence related to the HMGP grants covered by this Memorandum of Agreement in a reasonable time frame upon request.

This Agreement may be terminated upon thirty (30) days written notice by either party, and may be amended at any time by mutual agreement.

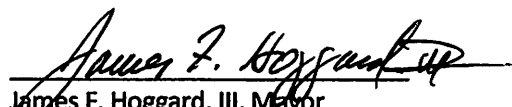
Agreed this 23rd day of March, 2017.

BERTIE COUNTY

TOWN OF WINDSOR



John Trent, Chairman
Board of Commissioners



James F. Hoggard, III, Mayor

ATTEST:

ATTEST:



Sarah S. Timbreau
Clerk to the Board



L. O. C. C. C.
Clerk to the Board



Bertie County

A-4

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: A-4

DEPARTMENT: Governing Body

SUBJECT: Update by Marc Finlayson of the Highway 17 project

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



HIGHWAY 17/64
ASSOCIATION

*Transportation Advocacy
for Eastern North Carolina*

History of the Highway 17 Association



Ocean Highway
organization dates
back to 1950s.

Incorporated in 1975.

Formally reorganized
in 2006.



Funds invested in the legacy US 17 Corridor projects since 2006



Over \$1.3 Billion on 11 projects.

\$361.4 Million had been “unfunded.”



Many segments of improved US 17 opened to traffic



Wilmington Bypass, Jacksonville Bypass, New Bern Bypass, Washington Bypass, Windsor Bypass and Improvements in Brunswick, Onslow and Craven Counties to existing 17.



Creation of the Highway 17/64 Association



US 64 Corridor communities joined the organization to support I-87 initiative.

Broadens stakeholder support for all eastern North Carolina transportation.



I-87 as Future Interstate



Congress designated corridor in FAST Act in 2015.

Governor Pat McCrory unveiled the “Future I-87” sign in 2016.

Two feasibility studies are underway.

Specific projects are not yet programmed.

Encouraged by Projects listed on 2018-2027 STIP



29 US 17 Projects listed on the Draft 2018-2027 STIP worth over \$2.2 Billion.

17 are considered fully or partially “deliverable.”

Six US 64 Projects listed worth almost \$750 Million.
Only one “deliverable.”



Projects important to Bertie County



R-5731 Upgrade US 17 to Interstate standards on either side of Chowan River.

R-2511 Four lane US 17 between Washington and Williamston.



NC Transportation Changes for 2017



Jim Trogon named Secretary of Transportation.

New Board of Transportation members to be appointed.

NCDOT is implementing new project delivery processes.
New Transportation Leaders in the NC General Assembly.



House Select Committee on Transportation Funding and Long-range Planning



Eight policy changes to recommend to the General Assembly:

- Mega-project Fund.
- Infrastructure Bank.
- STI Division Scoring changes.
- “Blue Ribbon” Committee on Funding.



NC Go! Funding Initiatives



1% Highway Use Tax Increase = \$230 million per year.

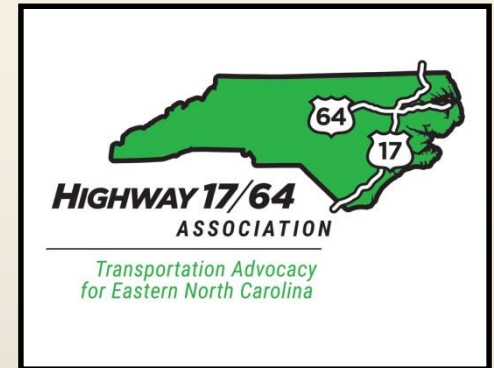
Redirect Sales Tax on Short-term Auto Leases = \$75 million.

Redirect Sales Tax on Auto Parts & Service = \$366 million.

Total Transportation Revenue from All Options = \$671 million.



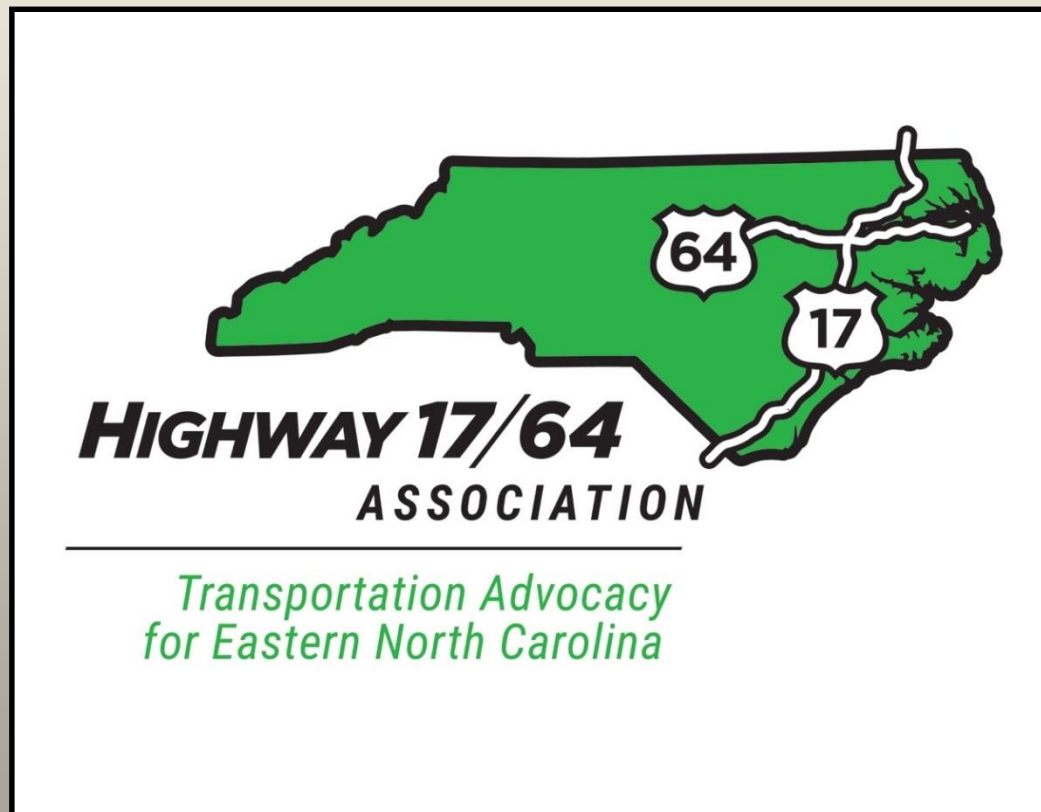
Highway 17/64 Association Advocacy Goals for 2017



- Support the work of our RPOs and MPOs.
- Advocate for full funding and timely programming of US 17 and US 64 projects.
- Work with NCDOT and General Assembly to improve STI.
- Seek long-term, sustainable funding for transportation, especially rural transportation needs.



Thank You



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Highway 17/64 Association Accomplishments: 2017

Historical Support for Highway 17/64 Association

Since its inception, 14 of the 15 corridor counties in the US 17 corridor and Future Interstate 87 corridor have supported the Association financially, as well as 17 municipalities and seven regional or county economic development partnerships.

Major Project Funding Committed since 2006 (Previously “Unfunded”)

R-2511	Washington to Williamston	\$72.1 million
R-2510	Washington Bypass	\$30 million
R-2301	New Bern Bypass	\$39.9 million
U-4007	Jacksonville Bypass	\$39.1 million
R-3601	Wilmington (17 Business)	\$12.5 million
R-2633	Wilmington Bypass	\$70 million
R-2514	Jones County	\$162.6 million
R-3403	North of Bridgeton	\$36.2 million
R-2513	Vanceboro to Chocowinity	\$14.7 million
Total		\$477.1 million

Highway 17 Construction Progress

U-2107 D	Jacksonville Bypass	Opened December 2006
R-2514 A	Jacksonville to Belgrade	Opened November 2007
R-2404	Windsor Bypass	Opened July 2008
R-2510 B	Washington Bypass	Opened March 2010
R-2510 A	Washington Bypass	Opened September 2011
R-2301 A	New Bern Bypass	Opened September 2011
R-3403 A	Bridgeton (17 Business)	Opened July 2012
U-4007 A	Jacksonville Bypass	Opened December 2013
R-2510 C	Washington Bypass	Opened December 2013
U-4007 B	Jacksonville Bypass	Opened April 2014
R-2633 A	Wilmington Bypass	Opened October 2014
R-2633 B	Wilmington Bypass	Under construction
R-2514 B/C/D	Jones County	Under construction

Highway 17 STIP Deliverable Project Status

U-5862	Shalotte Interchange	Planning / Environmental studies underway
U-4902	Market St. Access Mgmt.	Design for Medians / Superstreet underway
U-5732	Hampstead Access Mgmt.	Design for Medians / Superstreet underway
R-3300	Hampstead Bypass	Federal EIS approved July 2014 State Record of Decision September 2014
U-5735	New River Interchange	Planning / Environmental studies underway
U-4007 E	Jacksonville Bypass	ROW programmed for 2018
R-2513 A	NC 43 to Vanceboro Bypass	ROW programmed for 2019
R-3403 B	Bridgeton to NC 43	Finding of No Significant Impact 2005
B-5302	Norfolk Southern RR Bridge	ROW, Utilities programmed for 2017
R-2511	Washington to Williamston	ROW, Utilities programmed for 2020
B-5604	Brights Mill Creek Bridge	ROW programmed for 2018
R-4467	Replace Hertford Bridge	Finding of No Significant Impact 2016

Highway 17 Association Stakeholder Relationships

- Works regularly with Secretary of Transportation and NCDOT Senior Staff.
- Works regularly with Divisions 1, 2, 3 and 4 and at-large Board of Transportation members in the corridor.
- Chairs NC Go!, the statewide transportation advocacy group.
- Partnered with NCDOT and Atkins Global on a comprehensive economic impact study for US 17 corridor and eastern North Carolina.
- Participates periodically in meetings of MPOs and RPOs in eastern NC.
- Works regularly with the Highway 17 corridor delegation of the North Carolina General Assembly.
- Holds periodic meetings in Washington, DC with NC Congressional delegation and North Carolina federal liaison office.
- Maintains 650+ distribution list of local government and commercial leaders in the corridor and corresponds regularly on issues of interest.
- Partnered with East Carolina University on a preliminary economic impact study.
- Partners with stakeholders along the US 64 and US 17 corridor to promote and facilitate I-87, the Raleigh to Hampton Roads, VA Interstate highway.

Highway 17 Association Legislative Issues

Federal

- Worked with the NC Congressional delegation to pass the FAST Act and continues to seek long-term, sustainable federal funding for transportation.
- Specifically worked with the delegation to secure language in the FAST Act designating the proposed Raleigh to Norfolk corridor (US 64 / US 17) as a “high priority” corridor.
- Works to hold North Carolina harmless in Federal Highway Trust Funds distribution.

State

- Works with NCDOT to secure additional funding for Divisions 1, 2, 3 and 4 through the Strategic Transportation Investments (STI) process.
- Works with NCDOT to restore all US 17 projects to the STIP, even if programmed for out-years.
- Participates in Project Prioritization processes at state and regional levels with NCDOT and our MPO and RPO partners.
- Works to preserve current transportation revenue streams until alternatives can be agreed upon.
- Advocates for sustainable, long-term state revenues for transportation.
- Seeks ways to streamline planning and permitting processes.
- Supports investments in eastern North Carolina transportation infrastructure, including: primary and secondary roads; freight rail; ports expansion; ferry system improvements; and shallow draft inlet management.
- Supports related economic growth in eastern North Carolina, including: agri-business; tourism; military installation investment; and military-based business development.



Bertie County

A-5

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: A-5

DEPARTMENT: Governing Body

SUBJECT: Pound the Sound update and request for contribution by the Windsor-Rotary Club

COUNTY MANAGER RECOMMENDATION OR COMMENTS: FYI only.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): FYI only.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

C-1

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: C-1

DEPARTMENT: Governing Body

SUBJECT: Approve Minutes for Regular Meeting 4-17-17

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

Windsor, North Carolina
April 17, 2017
Regular Meeting

The Bertie County Board of Commissioners met for their regularly scheduled meeting inside the Commissioners Room located 848 Perrytown Road. The following members were present or absent:

Present: Ronald "Ron" Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
Assistant County Attorney Jonathan Huddleston
Finance Officer William Roberson
Economic Development Director Steve Biggs
Emergency Services Director Mitch Cooper
HR & Risk Management Director Carolyn Fornes
Sandra Callis IMC Supervisor II
Angie Cobb IMC II
Judy White IMC II
Shielda Forrest IMC II
Alycia Saulsbury IMC II
Lee Lawrence IMC II
Krista Jernigan IMC II
Ruth Davidson IMC III
Stefanie Bell SW II

Gene Motley of the Roanoke-Chowan News Herald and Leslie Beachboard of the Bertie-Ledger Advance were present from the media.

CALL TO ORDER

Chairman Trent called the meeting to order and thanked those present for their attendance.

INVOCATION/PLEDGE OF ALLEGIANCE

Vice Chairman Bazemore led the Invocation and Pledge of Allegiance.

PUBLIC COMMENTS

Chief Rodney “Bud” Lee thanked the Commissioners for holding their meeting Perrytown tonight as well as announced the Perrytown 4th of July Celebration and raffle sale. Raffle tickets are \$2 for 1 ticket, and \$6 for 10 tickets.

APPOINTMENTS

Presentation of Ombudsmen Annual Report by Laura Jett of the Mid-East Commission Area Agency on Aging

Laura Jett of the Mid-East Commission Area Agency on Aging was present to introduce herself, as well as present her annual report for Bertie County.

She briefly discussed a few of the most received concerns about the County’s family, nursing, and assisted living homes which included rights of residents, and their ability to check out of a facility, as well as the lack of response to call bells within the facilities.

Ms. Jett also discussed her role in mediating any concerns between patients, their families, and the care home.

In addition, she thanked the Board for promptly appointing members to the Nursing Home/Adult Care CAC Board when needed, and stated that once these members are trained, they assist in these care home visits.

She emphasized that members of this board cannot be related to any patients or staff inside the care homes, and that she would provide detailed reports to the County regarding the overall performance of each facility.

The Board also received information from Ms. Jett regarding the Meals on Wheels program not being up “on the chopping block” at this time for a reduction in funding.

Programmatic update presentation by CADA Executive Director, Sallie Surface

CADA Executive Director, Sallie Surface, thanked the Board for the opportunity to speak tonight. She also introduced acting NC Works Center Manager, Olivia Taylor, and discussed various concerns.

Ms. Surface first reported that funding is expected to be cut from the Community Services Block Grant (CSBG) which is a program designed to assist low-income individuals in achieving self-sufficiency. The program assists with weatherization needs such as wheelchair ramps, and home repairs, and it also is responsible for the formation of CADA's Board of Directors.

The County appoints members to the CADA Board of Directors every two years.

Ms. Surface also briefly discussed the individual poverty statistics for Bertie County, and the amount of funding gradually being cut beginning in 2014.

The Board also requested that Ms. Surface notify them in advance of new Center Managers at the Bertie Office so that they may continue to work appropriately with this individual for job fairs.

Commissioner Lee inquired about the process of the Section 8 program that is currently funded through the US Housing and Urban Development (HUD). Ms. Surface replied that the Section 8 program is a program which provide rent vouchers for low-income citizens who are not employed, or who are under employed, and the waiting list for the program is currently closed.

The program also promotes home ownership opportunities via an evening class that is offered through CADA.

Ms. Surface mentioned that as participants find adequate employment, purchase their home, pass away, or move into assisted living homes, the waiting list is then opened to allow others to apply.

HUD also reports to CADA of anyone who no longer qualifies for this rent voucher via a letter so that CADA is always aware of who remains eligible for the assistance.

EMS Update by Emergency Services Director, Mitch Cooper

Emergency Services Director, Mitch Cooper, discussed the latest developments with FEMA and the project worksheets that have just been approved including one for a temporary EMS Station located on County Farm Road in Windsor.

In addition, FEMA was currently reviewing project worksheets for a new Lawrence Memorial Library, as well as a new Cooperative Extension building.

Also, Mr. Cooper thanked the Board for its commitment to replacing several of the County's aged fleet of emergency vehicles. Four new ambulances were delivered to the County recently, and Mr. Cooper reported that all of them are currently in service.

The old ambulance vehicles required \$60-65,000 in maintenance over a 1 year time span.

In another update regarding the EMS vehicle fleet, Mr. Cooper reported that he and Chief Deputy, Kenny Perry, were scheduled to take a trip to see a potential mobile crisis response unit that would belong to both EMS and the Sheriff's Office.

The unit would be used as a command center during storms, at large EMS calls, or other emergency events as needed for staff. When not in use, the unit would be in storage at the EMS warehouse.

Mr. Cooper also inquired if the 3 old ambulance vehicles that are now out of service could be donated to a non-profit organization, or if they should be saved for the next County surplus auction.

The Board had no issue with the ambulances being donated due to their advanced age and mileage, but encouraged Mr. Cooper to do his research on the non-profit before moving forward.

BOARD APPOINTMENTS

Voluntary Agricultural District Board

Commissioner White made a **MOTION** to reappoint Jimmy Mizelle, Harold Lawrence, Joseph Leggett, and Sid Copeland to the Voluntary Agricultural District Board for an additional 3-year term. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Advertisement - Current/Upcoming Board Vacancies – April 2017

The Board reviewed the current/upcoming Board vacancy advertisement that will run four times in the next month inside the Bertie-Ledger Advance.

CONSENT AGENDA

Upon review by Chairman Trent, Vice Chairman Bazemore made a **MOTION** to approve Consent Agenda Items in its entirety. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Consent Agenda was approved as follows:

1. **Minutes** – Regular Session 4-3-17, Work Session 4-3-17, Closed Session 4-3-17
2. **Tax Release Journal** – March 2017

DISCUSSION AGENDA

Summary of Board Sponsorships & Donations

County Manager Sauer informed the Board that there was a summary sheet of sponsorships & donations available for their review, as well as all of the special appropriations budget requests that have been submitted for the upcoming budget year.

He also reminded the Board to recess tonight's meeting until April 24th at 10:00 AM in Windsor inside the Commissioners Room.

Example Plaque – newly renovated County buildings

The Board briefly reviewed the example plaque, and did not believe this matter was urgent at this time, but they suggested that Sheriff John Holley be added to cover all Bertie County elected officials.

DSS Concerns – Petition

Each member present from Bertie County DSS briefly discussed their concerns with the Commissioners about the future of retiree healthcare benefits.

Chairman Trent assured those present that the County had only made one decision regarding this issue, and that was the elimination of retiree health insurance benefits for new employees hired after July 1, 2016.

Any other circulated information was simply “proposed” and no other changes have been made since the decision noted above.

County Manager Sauer also provided brief remarks about how well the County was able to operate during the latest flooding events especially as it relates to pay checks and health insurance benefits not lapsing during very uncertain times for some Bertie citizens. He also briefly discussed the various projects that had to be placed on hold due to the 2 flooding events, and that this recovery is not expected to be completed from another couple of years.

The Board thanked each DSS employee for bringing their concerns to tonight’s meeting, and expressed their appreciation for the work that they do every day.

Library temporary relocation – Update

County Manager Sauer informed the Board that Assistant County Attorney, Jonathan Huddleston, had completed his review of the proposed library temporary relocation lease to the Food Lion Shopping Center in Windsor.

The lease will be presented at an upcoming meeting for Board approval.

Budget review schedule -- Update

The Board will be meeting for a preliminary budget work session on Monday, April 24th at 10:00 AM inside the Commissioners Room at 106 Dundee Street, Windsor, NC.

The Board will also meet as the Board of Equalization and Review.

COMMISSIONER’S REPORTS

Commissioner Wesson announced that on Thursday, May 4th is Public Safety Day which will be hosted by the CADETs from the Basic Law Enforcement class at Bertie High School. The event will begin at 3:30 PM. Additionally, he discussed his latest meetings with the Tuscarora Tribe Ancestors who are looking to secure building permits for a Trading Post in the Indian Woods area. Also, on April 20th, he will be sworn in as the Treasurer of Mid-East Commission. Lastly, he announced that on Thursday, April 25th, he would be attending a meeting with NCSECU to further discuss the middle-income housing initiative for Bertie County.

Vice Chairman Bazemore discussed the “alarming things” she heard during G.K. Butterfield’s visit to Greenville which include the federal debt ceiling due to be reach in September, as well as possible cuts to various programs like Medicare/Medicaid, as well as to increased spending for military and a wall between the U.S. and Mexico.

Commissioner Lee reported that ground has officially been broken for the Charters of Freedom monument at the Bertie Courthouse. In addition, she invited all of those present to attend a celebration being hosted by Habitat for Humanity. A local Bertie citizen received a brand-new home from the organization, and there will be a celebration on Friday, April 21st at noon at 803 S. King Street, Windsor.

Commissioner White encouraged all citizens to consider visiting the many events going on inside the County coming up including Lost Colony Day on April 22nd and the Town of Powellsville Awareness Day on Saturday, May 6th.

COUNTY MANAGER'S REPORTS

The County Manager gave no reports at this time.

COUNTY ATTORNEY'S REPORTS

The County Attorney gave no remarks at this time.

PUBLIC COMMENTS

There were no public comments during this session.

RECESS

Chairman Trent **RECESSED** the meeting until Monday, April 24th at 10:00 AM inside the Commissioners Room in Windsor.

John Trent, Chairman

Sarah S. Tinkham, Clerk to the Board



Bertie County

C-2

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: A-2

DEPARTMENT: Governing Body

SUBJECT: Approve Minutes for Work Session 4-24-17

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

**Windsor, North Carolina
April 24, 2017
Work Session**

The Bertie County Board of Commissioners recessed its regular meeting from Monday, April 17th in order to meet today for a work session inside the Commissioners Room located at 106 Dundee Street, Windsor. The following members were present or absent:

Present: Ronald “Ron” Wesson, District I
Stewart White, District II
Tammy A. Lee, District III
John Trent, District IV
Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
Clerk to the Board Sarah S. Tinkham
Finance Officer William Roberson
Tax Administrator Jodie Rhea

No media members were present.

RECONVENE

Chairman Trent called **RECONVENED** the meeting from Monday, April 17th in Perrytown.

INVOCATION/PLEDGE OF ALLEGIANCE

Commissioner Wesson led the Invocation and Pledge of Allegiance.

WORK SESSION

Board of Equalization and Review – first of two required sessions (May 1st will be the final meeting of the Board of E & R)

Tax Administrator, Jodie Rhea, was present to guide the Board through the first of the two required meetings where the Commissioners will convene as the Board of E & R for FY2016-2017.

Commissioner Lee made a **MOTION** for the Board of Commissioners to convene as the Board of Equalization and Review. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

The Board now meet as the Board of Equalization and Review.

Mr. Rhea reported that there are no business personal property appeals currently to present, but that one may be pending for the next meeting of the Board of Equalization and Review on May 1st.

County Manager Sauer reminded the Board that the last meeting of the Board of Equalization and Review for FY2016-2017 will be held on Monday, May 1st as part of the Board’s regularly scheduled Board of Commissioners meeting here in Windsor.

Tax Assessor’s estimated values for FY2017-2018 and adjustments for flood damaged property value reductions

Also, the Tax Administrator presented the following figures:

KNOWN VALUE AND REVENUE LOSS' FOR 2017 (FIGURED AT CURRENT RATE OF \$.83)

Property	Value Loss	Revenue Loss
Tall Drink of Water Property	\$3,774,856.00	\$31,331.30
BPP Golden Peanut	\$4,580,131.00	\$38,015.09
Known House Fires	\$200,494.00	\$1,664.10
Perdue Appeal	\$2,920,350.00	\$24,238.91
Wrangler Building	\$223,021.00	\$1,851.07
Flood	<u>\$2,189,660.00</u>	<u>\$18,174.18</u>
TOTAL LOSS:	\$13,888,512.00	\$115,274.65

Reminder re: RFP for revaluation consultant for 2020 real property assessment to be issued in early FY 2017-2018

Re-valuation – the next Countywide re-valuation will be 2020. Request for proposals from re-appraisal firms will be mailed this summer. Board will then review proposals and select a vendor.

Medicaid Reimbursement – It is not anticipated that this item will be a budgeted revenue for FY 2017-2018 and the Board will need to have a preliminary discussion regarding the impact of a \$400,000 reduction in expenditures to offset this figure.

County Manager Sauer emphasized that in the current budget year, only half of what the County budgeted as revenue had been received thus far regarding Medicaid reimbursement.

Mr. Sauer further stated that he did not believe it made sense to budget a similar amount for next fiscal year which creates a large gap that will need to be filled from elsewhere.

Special Appropriations and Donations – review requests received for FY2017-2018, Part 1

At this time, County Manager Sauer deferred to Roanoke-Chowan Community College President, Dr. Jimmy Tate, and various members of his Administrative staff for a presentation regarding their current budget request for FY2017-2018.

Roanoke-Chowan Community College – Dr. Tate will present budget request for next year

In a brief PowerPoint presentation, Dr. Tate and various members of his staff showcased the various areas in need of improvement including classroom renovations, replacement furniture, urgent maintenance repairs, better landscaping capabilities and equipment, as well as an overall need for an increase in funding from Bertie County.

The Board discussed each area of concern, and commended RCCC for their presence in numbers today.

Vice Chairman Bazemore and Commissioner Wesson both empathized with RCCC's request, but also noted that the County has yet to receive any reimbursement from FEMA for the floods sustained to the area during Tropical Storm Julia and Hurricane Matthew.

Each Board member expressed their support for RCCC initiatives, and assured Dr. Tate that they would review the request for additional funding, but that it was important for the County to ensure that each organization is treated fairly after a less than desirable end to the fiscal year.

Vice Chairman Bazemore noted that just as funding cuts have been made to RCCC from the State, the same cuts and loss of revenue is a concern for the County as well. This will impact how the Board approaches the FY2017-2018 budget.

BREAK

The Board took a brief, 15-minute break before having lunch.

Special Appropriations and Donations – review requests received for FY2017-2018, Part 2

The Board continued their discussion about the Special Appropriations budget, and how that compares to the “outside of the budget cycle” requests for donations.

Each Commissioner was given an accordion file of each Special Appropriation budget requests for funding that was submitted at the end of March.

These organizations that are included under the Special Appropriations category are RCCC, MCC, CADA, Better Beginnings for Bertie’s Children, Visions in View, among several others that total approximately 30 organizations.

County Manager Sauer recommended that due to the decrease in County revenue this year, and the lack of the full Medicaid reimbursement mentioned earlier, he recommended that the Board refrain from increasing any of the Special Appropriations for the next fiscal year. It was the consensus of the Board to concur with this recommendation.

He also reminded the Board of the uncertainty still surrounding the budget short fall being addressed by the Board of Education.

Relay for Life request – still pending

County Manager Sauer reminded the Board that they had not yet reached a decision regarding a donation for the 2017 Relay for Life event in May.

There was a lengthy discussion.

Chairman Trent made a **MOTION** to repeat last year's donation of \$2,000 to the event. Commissioner White **SECONDED** the motion. The **MOTION PASSED** in a 3-2 vote with Commissioner Lee and Commissioner Wesson voting against.

Commissioner Wesson clarified that his "nay" vote was only due to his desire for the County to adopt a policy about these donation requests being made outside of the normal budget cycle.

Commissioner Lee stated that she did not believe County tax dollars should be put towards donations of any kind, and that she would continue to voting against said donations.

There was a continued interest in a policy to address these donations and sponsorships that are requested outside of the normal budget cycle, and the Board discussed the idea of putting a freeze in place that will allow no new donation requests to be submitted. This would also cap the current donation amounts in place per FY2016-2017.

Chairman Trent made a **MOTION** to put a freeze in place that will allow no new donation requests to be submitted outside the budget cycle, and that the current donation levels for these special events be capped and secured in place based on the donation amounts given in the most recent budget year. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** in a 4-1 vote with Commissioner Lee voting against.

In closing, Commissioner Lee also requested that the Finance Officer roll these donation amounts into separate line items in the upcoming budget proposal so that no further votes will be needed on these items.

EMS School Lease – discuss proposed compromise rate of \$5,500 per month

The Board reached a consensus on this item. No further discussion was needed.

Library lease – update on discussions with shopping center property management

Regarding the latest information about the temporary library location inside the Food Lion Shopping Center, County Manager Sauer reported that Assistant County Attorney, Jonathan Huddleston, had submitted his suggested changes, and the property management company had just submitted a new copy of the lease.

The negotiations continue, and more information will be provided to the Board as it is available.

QSCB Sinking Fund bidding process – update

County Manager Sauer stated that the County was currently in the middle of the bid submittal period for this project, and that it would be completed within the next 2 weeks.

Indirect Cost Plan – update

County Manager Sauer reported that the report had been completed and submitted by Finance Officer, William Roberson. He stated that this plan helps secure funding for Bertie DSS.

Review Bid status for 3 water projects which were opened April 18th, and consider bid award for Kelford projects. Two of the projects did not receive of a minimum of three bids, and will be re-advertised.

County Manager Sauer recommended that the Board approve the bid submitted by Herring-Rivenbark for the Kelford projects as advertised. The other projects did not receive the minimum numbers of bids needed, and will be re-advertised to attract additional bids.

The bid that the Commissioners are being asked to approve was for the amount of \$83,073.50. The bid will assist in various Kelford area water system improvements through the NC Department of Commerce.

Commissioner Wesson made a **MOTION** to accept the bid submitted by Herring-Rivenbark for the Kelford water projects. Commissioner White **SECONDED** the motion. The **MOTION PASSED** unanimously.

Discuss other water project developments, e.g. Roquist Pocosin service to poultry farm

County Manager Sauer informed the Board that the owner of a poultry farm in the Roquist Pocosin area has been seeking County water service, and per Board direction, the County was asked to inquire about a 20-year service agreement.

The cost to the County would be \$80,000.

County Manager Sauer clarified that this would come out of the regional water system, utility fund.

Commissioner Wesson expressed his concerns with setting this kind of precedent for other business owners and farmers in the future, and stated that a 20-year service agreement did not make sense in this particular situation.

At this time, a proposal was made to the owner of this particular poultry farm, and that it was expected to be signed in the next few weeks. The owner would be responsible for paying the business-commercial water rate.

Additionally, Chairman Trent asked for County Management to draft a proposed water line extension policy to assist in these decisions in the future.

Discuss proposed highway naming designation for Kent Bazemore on NC 308 near Kelford as proposed by Norman Cherry

The County Manager requested that if the Board supported this initiative, County staff could draft a resolution to be approved by the Board at an upcoming meeting.

Commissioner Lee verified if this naming of a piece of highway in honor of Kent Bazemore would require any funding from the County, and County Manager Sauer replied that this would be covered by NCDOT.

Vice Chairman Bazemore made a **MOTION** for County staff to draft a resolution for Board approval. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.

Review proposed agenda for May 1st

There was a consensus among the Board to not have a work session prior to the May 1st regular meeting at 4:00 PM.

ADJOURN

Vice Chairman Bazemore made a **MOTION** to **ADJOURN** the meeting. Commissioner Wesson **SECONDED** the motion. The **MOTION PASSED** unanimously.



Bertie County

C-3

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: C-3

DEPARTMENT: Register of Deeds

SUBJECT: Register of Deeds Fees Report – April 2017

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

C-4

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: C-4

DEPARTMENT: Finance

SUBJECT: Budget Amendments

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Recommend approval.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Recommend approval.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

BUDGET AMENDMENT

BUDGET AMENDMENT				
		# 17-09		
	INCREASE			INCREASE
10-0090-4991-99	\$	4,285	10-4350-5399-00	\$ 4,285
INCREASE BUDGET TO COVER PROFESSIONAL SERVICES - WA #2				
HOLLAND CONSULTING PLANNERS, INC.				
	DECREASE			DECREASE
12-0025-4531-03	\$	4,523	DSS 12-5380-5399-57	\$ 4,523
TO DECREASE BUDGET TO MATCH ACTUAL DAY CARE FUNDS RECEIVED				
APPROVED ___ / ___ /2017				



30 Years of Service
1987-2017

Date **March 31, 2017**

Invoice No. 2

Bill To Bertie County
Mr. Scott Sauer, County Manager
PO Box 530
Windsor, NC 27983

Bertie County
Hurricane Matthew Recovery
HCP Project # 5634

For Services performed from 3/1/17 through 3/31/17
Previously billed \$4,960.00

Total Current Charges	\$4,285.00
Total Now Due	\$4,285.00

Please see attached for supporting detail of cost allocation

PLEASE REMIT TO:
HOLLAND CONSULTING PLANNERS, INC.
3329 WRIGHTSVILLE AVE., STE. F
WILMINGTON, NC 28403

Date **March 31, 2017**
Bertie County

Invoice No. **2**
HCP Project # **5634**

Work Performed

<u>Title</u>	<u>Name</u>	<u>Billing Rate/ Hour</u>	<u>No. Of Hours</u>	<u>Amount</u>
Community Development	J. Reed Whitesell	\$130.00	4.0	\$520.00
	• Project Management			
Program Administrator	Chris Hilbert	\$90.00	35.0	\$3,150.00
	• Hurricane applications/recovery			
	• Board meeting			
	• Resiliency			
Housing Inspector	Gary Miller	\$75.00	5.0	\$375.00
	• Photos for applications			
	• Administrative Support	\$60.00	4.0	\$240.00
Total Current Charges				\$4,285.00

PLEASE REMIT TO:
HOLLAND CONSULTING PLANNERS, INC.
3329 WRIGHTSVILLE AVE., STE. F
WILMINGTON, NC 28403

William Roberson

From: Melissa Surgeon
Sent: Monday, April 24, 2017 12:07 PM
To: William Roberson
Subject: Day Care Funding

Good Afternoon,

Bertie County has lost additional Day Care funding due to the reversion and reallocation of funding throughout the state. Our current allocation is now listed at \$602,265, down from \$606,788 at the last reversion. Please update the general ledger to reflect this change.

-4,523

Thanks,

Melissa Surgeon
Administrative Officer
melissa.surgeon@bertie.nc.gov
Bertie County DSS
PO Box 627
Windsor, NC 27983
Telephone: (252) 794-5320, Ext. 6274
Fax: (252) 794-5344

"Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by third parties."

**April Non Smart Start Reversions and Reallocations
Subsidized Child Care Program**

County/ Agency	Non Smart Start	Combined		Non Smart Start	Non Smart Start	Revised Allocations/Spending		
	Direct Services Allocation as of 2/28/17	Direct Services Allocation as of 3/15/17	Est. Spending Co-Efficient*	98.9%	100.0%	Non Smart Start Direct Services Allocation - 4/13/17	Combined Direct Services Allocation - 4/13/17	Revised Combined Spending Coefficient
Alamance	\$ 5,617,864	\$ 6,361,511	97.9%	\$ (63,910)	\$ -	\$ 5,553,954	\$ 6,297,601	98.9%
Alexander	\$ 916,807	\$ 1,126,602	98.2%	\$ (8,338)	\$ -	\$ 908,469	\$ 1,118,284	98.9%
Alleghany	\$ 316,181	\$ 366,181	99.5%	\$ -	\$ -	\$ 316,181	\$ 366,181	99.5%
Anson	\$ 942,709	\$ 1,118,709	113.2%	\$ -	\$ 147,831	\$ 1,090,540	\$ 1,266,540	100.0%
Ashe	\$ 891,704	\$ 1,034,232	105.4%	\$ -	\$ 55,793	\$ 947,497	\$ 1,090,025	100.0%
Avery	\$ 401,634	\$ 490,410	102.3%	\$ -	\$ 11,067	\$ 412,701	\$ 501,477	100.0%
Beaufort	\$ 2,701,308	\$ 2,959,863	103.1%	\$ -	\$ 92,156	\$ 2,793,464	\$ 3,052,019	100.0%
Bertie	\$ 606,788	\$ 606,788	98.2%	\$ (4,523)	\$ -	\$ 602,265	\$ 602,265	98.9%
Bladen	\$ 939,560	\$ 1,132,088	101.2%	\$ -	\$ 13,449	\$ 953,010	\$ 1,145,538	100.0%
Brunswick	\$ 3,597,239	\$ 4,116,920	97.6%	\$ (53,252)	\$ -	\$ 3,543,987	\$ 4,063,668	98.9%
Buncombe	\$ 8,345,430	\$ 9,410,147	100.8%	\$ -	\$ 74,540	\$ 8,419,970	\$ 9,484,687	100.0%
Burke	\$ 2,334,737	\$ 3,082,306	103.2%	\$ -	\$ 97,884	\$ 2,432,621	\$ 3,180,190	100.0%
Cabarrus	\$ 4,069,227	\$ 4,069,227	97.2%	\$ (69,649)	\$ -	\$ 3,999,576	\$ 3,999,578	98.9%
Caldwell	\$ 2,730,762	\$ 3,356,108	100.7%	\$ -	\$ 24,032	\$ 2,754,794	\$ 3,380,140	100.0%
Camden	\$ 131,206	\$ 131,206	102.8%	\$ -	\$ 3,640	\$ 134,846	\$ 134,846	100.0%
Carteret	\$ 1,700,782	\$ 1,741,782	94.3%	\$ (81,595)	\$ -	\$ 1,619,187	\$ 1,660,187	98.9%
Caswell	\$ 444,866	\$ 548,541	96.5%	\$ (13,512)	\$ -	\$ 431,354	\$ 535,029	98.9%
Catawba	\$ 5,941,039	\$ 6,927,302	98.6%	\$ (19,052)	\$ -	\$ 5,921,987	\$ 6,908,250	98.9%
Chatham	\$ 1,695,178	\$ 1,943,420	96.4%	\$ (49,947)	\$ -	\$ 1,645,232	\$ 1,893,474	98.9%
Cherokee	\$ 1,176,019	\$ 1,336,519	103.3%	\$ -	\$ 44,250	\$ 1,220,269	\$ 1,380,769	100.0%
Chowan	\$ 506,165	\$ 506,165	94.5%	\$ (22,712)	\$ -	\$ 483,453	\$ 483,453	98.9%
Clay	\$ 433,860	\$ 465,238	106.2%	\$ -	\$ 28,897	\$ 462,756	\$ 494,134	100.0%
Cleveland	\$ 2,077,947	\$ 2,718,081	91.9%	\$ (193,530)	\$ -	\$ 1,884,417	\$ 2,524,531	98.9%
Columbus	\$ 1,810,412	\$ 2,127,410	94.2%	\$ (100,094)	\$ -	\$ 1,710,318	\$ 2,027,316	98.9%
Craven	\$ 4,114,832	\$ 4,633,224	95.4%	\$ (164,701)	\$ -	\$ 3,950,131	\$ 4,468,523	98.9%
Cumberland	\$ 14,571,696	\$ 16,802,002	99.5%	\$ -	\$ -	\$ 14,571,696	\$ 16,802,002	99.5%
Currituck	\$ 731,714	\$ 731,714	93.7%	\$ (38,280)	\$ -	\$ 693,434	\$ 693,434	98.9%
Dare	\$ 530,242	\$ 700,763	101.9%	\$ -	\$ 13,068	\$ 543,310	\$ 713,831	100.0%
Davidson	\$ 5,751,152	\$ 5,751,152	99.9%	\$ -	\$ -	\$ 5,751,152	\$ 5,751,152	99.9%
Davie	\$ 972,698	\$ 1,135,898	96.4%	\$ (28,449)	\$ -	\$ 944,249	\$ 1,107,449	98.9%
Duplin	\$ 2,467,132	\$ 2,467,132	90.0%	\$ (221,004)	\$ -	\$ 2,246,129	\$ 2,246,129	98.9%
Durham	\$ 16,839,372	\$ 16,839,372	105.8%	\$ -	\$ 750,000	\$ 17,589,372	\$ 17,589,372	101.3%
Edgecombe	\$ 2,387,512	\$ 2,387,512	100.8%	\$ -	\$ 19,945	\$ 2,407,457	\$ 2,407,457	100.0%
Forsyth	\$ 13,665,369	\$ 13,665,369	99.5%	\$ -	\$ -	\$ 13,665,369	\$ 13,665,369	99.5%
Franklin	\$ 2,590,445	\$ 2,781,173	96.2%	\$ (75,000)	\$ -	\$ 2,515,445	\$ 2,706,173	98.9%
Gaston	\$ 6,635,300	\$ 7,674,565	94.3%	\$ (354,891)	\$ -	\$ 6,280,409	\$ 7,319,674	98.9%
Gates	\$ 236,338	\$ 236,338	94.5%	\$ (10,635)	\$ -	\$ 225,703	\$ 225,703	98.9%
Graham	\$ 334,616	\$ 346,616	96.6%	\$ (8,036)	\$ -	\$ 326,580	\$ 338,580	98.9%
Granville	\$ 1,233,018	\$ 1,393,762	98.1%	\$ (11,231)	\$ -	\$ 1,221,787	\$ 1,382,531	98.9%
Greene	\$ 419,390	\$ 419,390	107.1%	\$ -	\$ 29,893	\$ 449,283	\$ 449,283	100.0%
Guilford	\$ 20,790,906	\$ 22,752,934	112.5%	\$ -	\$ 1,000,000	\$ 21,790,906	\$ 23,752,934	107.7%
Halifax	\$ 1,758,172	\$ 2,208,172	102.4%	\$ -	\$ 53,597	\$ 1,811,769	\$ 2,261,769	100.0%
Harnett	\$ 4,271,121	\$ 4,971,121	100.2%	\$ -	\$ 7,882	\$ 4,279,003	\$ 4,979,003	100.0%
Haywood	\$ 3,260,032	\$ 3,555,032	102.9%	\$ -	\$ 104,625	\$ 3,364,657	\$ 3,659,657	100.0%
Henderson	\$ 2,795,805	\$ 2,834,369	102.4%	\$ -	\$ 66,724	\$ 2,862,529	\$ 2,901,093	100.0%
Hertford	\$ 763,031	\$ 938,461	93.6%	\$ (50,334)	\$ -	\$ 712,697	\$ 888,127	98.9%
Hoke	\$ 2,129,579	\$ 2,308,971	94.2%	\$ (108,886)	\$ -	\$ 2,020,691	\$ 2,200,093	98.9%
Hyde	\$ 151,319	\$ 180,482	66.0%	\$ (60,000)	\$ -	\$ 91,319	\$ 120,482	98.9%
Iredell	\$ 3,757,141	\$ 4,545,904	97.0%	\$ (87,018)	\$ -	\$ 3,670,124	\$ 4,458,887	98.9%
Jackson	\$ 1,970,263	\$ 2,141,263	106.1%	\$ -	\$ 129,700	\$ 2,099,964	\$ 2,270,964	100.0%
Johnston	\$ 6,731,076	\$ 7,689,477	99.9%	\$ -	\$ -	\$ 6,731,076	\$ 7,689,477	99.9%
Jones	\$ 561,729	\$ 561,729	100.1%	\$ -	\$ 786	\$ 562,515	\$ 562,515	100.0%
Lee	\$ 2,316,567	\$ 2,316,567	96.0%	\$ (67,490)	\$ -	\$ 2,249,076	\$ 2,249,076	98.9%
Lenoir	\$ 1,863,965	\$ 1,863,965	98.3%	\$ (11,146)	\$ -	\$ 1,852,819	\$ 1,852,819	98.9%
Lincoln	\$ 1,893,355	\$ 2,278,355	98.2%	\$ (15,993)	\$ -	\$ 1,877,361	\$ 2,262,361	98.9%
Macon	\$ 1,406,965	\$ 1,488,976	96.6%	\$ (34,245)	\$ -	\$ 1,372,720	\$ 1,454,731	98.9%
Madison	\$ 502,128	\$ 629,108	99.3%	\$ -	\$ -	\$ 502,128	\$ 629,108	99.3%

**April Non Smart Start Reversions and Reallocations
Subsidized Child Care Program**

County/ Agency	Non Smart Start	Combined Allocation/Spending		Non Smart Start Reversion	Non Smart Start Reallocation	Revised Allocations/Spending		
	Direct Services Allocation as of 2/28/17	Direct Services Allocation as of 3/15/17	Est. Spending Co-Efficient*	98.9%	100.0%	Non Smart Start Direct Services Allocation - 4/13/17	Combined Direct Services Allocation - 4/13/17	Revised Combined Spending Coefficient
Martin	\$ 865,431	\$ 1,071,433	105.6%	\$ -	\$ 59,682	\$ 925,114	\$ 1,131,116	100.0%
McDowell	\$ 1,298,127	\$ 1,591,222	96.8%	\$ (33,264)	\$ -	\$ 1,264,863	\$ 1,557,958	98.9%
Mecklenburg	\$ 41,041,929	\$ 46,116,986	100.7%	\$ -	\$ 304,365	\$ 41,346,294	\$ 46,421,351	100.0%
Mitchell	\$ 494,665	\$ 639,460	95.5%	\$ (21,883)	\$ -	\$ 472,782	\$ 617,577	98.9%
Montgomery	\$ 787,772	\$ 845,772	98.8%	\$ (538)	\$ -	\$ 787,234	\$ 845,234	98.9%
Moore	\$ 2,112,287	\$ 2,428,950	94.4%	\$ (109,447)	\$ -	\$ 2,002,840	\$ 2,319,503	98.9%
Nash	\$ 2,987,163	\$ 2,987,163	97.7%	\$ (36,431)	\$ -	\$ 2,950,732	\$ 2,950,732	98.9%
New Hanover	\$ 6,718,037	\$ 7,542,511	95.0%	\$ (297,945)	\$ -	\$ 6,420,092	\$ 7,244,566	98.9%
Northampton	\$ 691,824	\$ 779,508	105.8%	\$ -	\$ 45,000	\$ 736,824	\$ 824,508	100.0%
Onslow	\$ 8,697,530	\$ 8,697,530	94.1%	\$ (423,733)	\$ -	\$ 8,273,796	\$ 8,273,796	98.9%
Orange	\$ 4,736,571	\$ 5,502,966	102.0%	\$ -	\$ 112,779	\$ 4,849,350	\$ 5,615,745	100.0%
Pamlico	\$ 514,182	\$ 573,154	101.3%	\$ -	\$ 7,307	\$ 521,489	\$ 580,461	100.0%
Pasquotank	\$ 1,884,320	\$ 1,884,320	94.4%	\$ (86,043)	\$ -	\$ 1,798,276	\$ 1,798,276	98.9%
Pender	\$ 1,391,071	\$ 1,624,321	96.7%	\$ (36,941)	\$ -	\$ 1,354,130	\$ 1,587,380	98.9%
Perquimans	\$ 330,894	\$ 414,016	98.8%	\$ (251)	\$ -	\$ 330,643	\$ 413,765	98.9%
Person	\$ 1,242,249	\$ 1,470,245	105.6%	\$ -	\$ 81,672	\$ 1,323,921	\$ 1,551,917	100.0%
Pitt	\$ 8,503,841	\$ 9,327,850	99.9%	\$ -	\$ -	\$ 8,503,841	\$ 9,327,850	99.9%
Polk	\$ 465,614	\$ 552,470	94.7%	\$ (23,694)	\$ -	\$ 461,920	\$ 528,776	98.9%
Randolph	\$ 4,421,004	\$ 5,188,614	97.5%	\$ (74,481)	\$ -	\$ 4,346,523	\$ 5,114,133	98.9%
Richmond	\$ 1,670,512	\$ 1,832,512	98.8%	\$ (4,787)	\$ -	\$ 1,665,725	\$ 1,827,725	98.9%
Robeson	\$ 6,299,723	\$ 7,441,678	100.4%	\$ -	\$ 33,111	\$ 6,332,834	\$ 7,474,789	100.0%
Rockingham	\$ 3,174,973	\$ 3,654,062	103.4%	\$ -	\$ 124,863	\$ 3,299,836	\$ 3,778,925	100.0%
Rowan	\$ 4,208,283	\$ 4,288,283	101.3%	\$ -	\$ 55,000	\$ 4,263,283	\$ 4,343,283	100.0%
Rutherford	\$ 2,306,726	\$ 2,717,020	98.3%	\$ (15,950)	\$ -	\$ 2,290,775	\$ 2,701,069	98.9%
Sampson	\$ 2,452,258	\$ 2,452,258	98.4%	\$ (12,145)	\$ -	\$ 2,440,113	\$ 2,440,113	98.9%
Scotland	\$ 1,539,522	\$ 1,755,834	100.0%	\$ -	\$ -	\$ 1,539,522	\$ 1,755,834	100.0%
Stanly	\$ 1,592,278	\$ 2,014,760	98.0%	\$ (18,995)	\$ -	\$ 1,573,283	\$ 1,995,765	98.9%
Stokes	\$ 937,501	\$ 1,189,272	118.9%	\$ -	\$ 224,306	\$ 1,161,807	\$ 1,413,578	100.0%
Surry	\$ 1,976,773	\$ 2,391,611	98.5%	\$ (10,436)	\$ -	\$ 1,966,337	\$ 2,381,175	98.9%
Swain	\$ 753,448	\$ 832,448	100.4%	\$ -	\$ 3,699	\$ 757,148	\$ 836,148	100.0%
Transylvania	\$ 898,009	\$ 1,008,009	98.6%	\$ (3,107)	\$ -	\$ 894,902	\$ 1,004,902	98.9%
Tyrrell	\$ 106,049	\$ 106,049	98.6%	\$ (366)	\$ -	\$ 105,683	\$ 105,683	98.9%
Union	\$ 4,779,404	\$ 5,705,189	96.8%	\$ (123,450)	\$ -	\$ 4,655,954	\$ 5,581,739	98.9%
Vance	\$ 1,694,041	\$ 2,104,989	99.7%	\$ -	\$ -	\$ 1,694,041	\$ 2,104,989	99.7%
Wake	\$ 30,845,565	\$ 35,551,980	98.5%	\$ (150,075)	\$ -	\$ 30,695,490	\$ 35,401,905	98.9%
Warren	\$ 619,180	\$ 755,180	103.7%	\$ -	\$ 28,025	\$ 647,205	\$ 783,205	100.0%
Washington	\$ 465,065	\$ 576,809	106.9%	\$ -	\$ 40,000	\$ 505,065	\$ 616,809	100.0%
Watauga	\$ 674,313	\$ 796,089	92.3%	\$ (52,950)	\$ -	\$ 621,364	\$ 743,140	98.9%
Wayne	\$ 4,365,768	\$ 5,055,408	92.8%	\$ (311,897)	\$ -	\$ 4,053,871	\$ 4,743,511	98.9%
Wilkes	\$ 1,596,913	\$ 2,021,913	96.1%	\$ (57,173)	\$ -	\$ 1,539,741	\$ 1,964,741	98.9%
Wilson	\$ 3,991,931	\$ 3,991,931	100.8%	\$ -	\$ 33,879	\$ 4,025,810	\$ 4,025,810	100.0%
Yadkin	\$ 286,626	\$ 432,570	95.5%	\$ (15,010)	\$ -	\$ 271,616	\$ 417,560	98.9%
Yancey	\$ 176,005	\$ 179,135	114.0%	\$ -	\$ 25,000	\$ 201,006	\$ 204,136	100.0%
State Total	\$ 347,348,786	\$ 387,001,089	100.02%	\$ (3,948,448)	\$ 3,948,448	\$ 347,348,784	\$ 387,001,087	99.7%



Bertie County

D-1

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: D-1

DEPARTMENT: Governing Body

SUBJECT: Discuss approval of lease for a temporary Lawrence Memorial Library location – Food Lion Shopping Center

COUNTY MANAGER RECOMMENDATION OR COMMENTS:

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S):

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

D-2

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: D-2

DEPARTMENT: Council on Aging

SUBJECT: Discuss congregate meal bids with Council on Aging Director, Venita Thompson

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion requested.

ATTACHMENTS: Yes

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

April 25, 2017

To: Bertie County Commissioners

From: Venita Thompson
Aging Services Director

Re: Food Service Bid

On Tuesday, April 25, 2017, the Bertie County Council on Aging held a bid opening at the Bertie County Manager's Office. We only received one bid and it was from Trumps' Restaurant out of Plymouth, NC. Other food agencies were contacted and told where to pick up the package. It is my understanding that the Heritage House, Granville Restaurant, and Trumps' picked up a package. The reason for the others not turning the package in is unknown.

Therefore, I recommend that we stay with Trumps' Restaurant for the 2017-18 fiscal year.

Thank you,

Venita C. Thompson

Venita C. Thompson, Director



Bertie County

D-3

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: D-3

DEPARTMENT: Governing Body

SUBJECT: Review Closed Session minutes with County Attorney to prepare for release

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion requested.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---



Bertie County

D-4

Board of Commissioners

ITEM ABSTRACT

MEETING DATE: May 1, 2017

AGENDA ITEM: D-4

DEPARTMENT: Governing Body

SUBJECT: Consider proposed waterline extension policy

COUNTY MANAGER RECOMMENDATION OR COMMENTS: Discussion requested.

SUMMARY OF AGENDA ITEM AND/OR NEEDED ACTION(S): Discussion requested.

ATTACHMENTS: No

LEGAL REVIEW PENDING: N/A

ITEM HISTORY: ---

Section 30.3 Extension of Water and Sewer Lines Within County.

(a) BCRWS currently extends service to rural areas by 3 methods:

1. Capital Projects using Loan & Grants to fund.
2. Private Development within public rights-of-way or dedicated rights-of-way funded by private funds.
3. Co-operative Projects - between BCRWS and private sector for agribusiness, commercial and industrial development. The amount of BCRWS funds contributed to a co-operative project is guaranteed to repayment to BCRWS by the Developer in net tax proceeds from the improved Property within the first five years. If the net tax proceeds received within the five year period fail to equal the BCRWS's fiscal contribution to the project, the Developer shall pay the difference to BCRWS.

(b) BCRWS proposes to designate, from the Bertie County General Fund and/or the Public Utilities Fund, certain restricted annual appropriations for the development of water and sewer line extensions within Bertie County. All requests for extensions shall be rated on the following point system.

- | | |
|--|---------------|
| 1. Public Health Severity (diminished water quality) | 40pts. |
| 2. Cost Feasibility Based Upon Return of Investment | 40pts. |
| 3. Contributed Capital by Individual or Business | <u>20pts.</u> |

_____ (Local \$ Required)

Points Maximum 100 Points

The responsibility for rating each request will be with the Director of Bertie County Department of Public Utilities or the designee of the Director. A minimum score of 50 points is required in order for the Bertie County Board of Commissioners to consider the request.

Useful life of water mains is generally 50 years. Most of Bertie County's water system is financed with 40 year bonds. Water main extension that have 25 years or less return on investment should earn the total of 40 points.

Section 30.4 Extensions Outside of County.

- (a) BCRWS has no responsibility to provide water or sewer service to property located outside the County. However, upon request, BCRWS may extend its water or lines to serve properties outside the County when it determines that it is in the County's best interest to do so.
- (b) Any owner of property outside the County who seeks an extension of BCRWS's water system to serve the property shall submit an application for extension to BCRWS. The owner shall provide all information BCRWS deems necessary to determine whether the requested extension is feasible and in the County's best interest.
- (c) The responsibility for, and the entire cost of, extending a water or sewer line to serve property outside the County shall be borne by the property owner requesting the extension.