

**AGENDA – MEETING
GREENE COUNTY BOARD OF COUNTY COMMISSIONERS
7:00 PM – THE TECH CENTER
Monday – April 18, 2016**

A. CALL TO ORDER

Invocation/Pledge to the Flag

B. APPROVAL OF AGENDA

C. CONSENT AGENDA

1. April 4, 2016 Regular Meeting Minutes
2. Releases/Refunds
3. Report of Tax Amounts Collected and Remaining

D. BOARD OF EQUALIZATION AND REVIEW

1. Recess of Greene County Board of Commissioners and Call to Order and Convene as Board of Equalization and Review
 - a. Oath of Office
2. Recess of Board of Equalization and Review until May 2, 2016 at 7 p.m. and Reconvene the Greene County Board of Commissioners Meeting

E. PUBLIC HEARING

1. Hedgefield Subdivision

F. PUBLIC COMMENTS

G. PRESENTATIONS

1. Pam Kelly; JCPC
2. Michael Rhodes; Greene County Child Fatality Protection Team/Community Child Protection Team Annual Report
3. McDavid Associates; SSH & SFR Programs
4. Kathleen Stroud; National Day of Prayer

H. COUNTY MANAGER'S REPORT

1. Fireworks Display; Greene County Cares at Greene County High School on May 6, 2016
2. McDavid Associates; Retainer

I. COUNTY ATTORNEY'S REPORT AND RECOMMENDATIONS

J. COMMISSIONER'S REPORT AND RECOMMENDATION

K. CLOSED SESSION – Contract Negotiation

L. ADJOURN

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



GREENE COUNTY
A Place To Grow. The Way To Live.

County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Consent Agenda

Date: April 18 2016

The Consent Agenda for the April 18, 2016 meeting consists of the following items:

- 1.) April 4 2016 Regular Meeting Minutes
- 2.) Releases/Refunds
- 3.) Report of taxes collected and remaining to be collected

Action Recommended:

Motion to accept the Consent Agenda

Board Action is Needed

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www.co.greene.nc.us

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

NORTH CAROLINA
COUNTY OF GREENE

The Greene County Board of Commissioners met in regular session on Monday, April 4, 2016 at 7:00 pm in the Tech Center. Present for the meeting: Chairman Brad Fields, Vice Chairman Susan Blizzard, Commissioners Jerry Jones, Bennie Heath, and James T. Shackelford, Jr. County Manager Kyle DeHaven, County Attorney Borden Parker and Deputy Clerk Kathy Mooring.

A. Call to Order

Chairman Fields called the meeting to order and asked Commissioner Heath to give the Invocation and lead the Pledge of Allegiance.

Commissioner Heath gave the Invocation and led the Pledge of Allegiance.

B. Approval of the Agenda

Chairman Fields asked for a motion to approve the agenda with the removal of G3 and J.

On motion by Commissioner Jones and seconded by Commissioner Heath, the Board voted unanimously to approve the agenda with the removal of G3 and J.

C. Consent Agenda

Chairman Fields asked for a motion to approve the Consent Agenda, which consisted of:

- March 21, 2016 Regular Meeting Minutes
- Releases/Refunds
- Consideration of Late Applications for Property Tax Exemptions
- Budget Amendment; Senior Center (Copy hereto attached)

Refunds (NCVTS) (TAX & TAG)

Estate of Louise Nethercutt Dudley	\$47.48	Elizabeth Suggs Blow	\$5.45	Lisa Harrell Jones	\$67.95
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Refunds: Ad Valorem Tax

Harry & Rita Campbell	\$471.93	Harry & Rita Campbell	\$471.93	Harry & Rita Campbell	\$471.93
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On motion by Commissioner Heath and seconded by Commissioner Jones the Board voted unanimously to approve the Consent Agenda.

D. PUBLIC HEARING

1. PARTF Grant – 16 people (Mike Anderson, Stevie Parker, Steven Criste, Sharon Harrison, Melinda Waters, Joan Wade, Jean Garner, Nathan Smith, Kelly Miller, Emily Hardy, David Boone, Vera Dixon, Panther Harris, Natasha Sutton, Latesha Sutton Hall and Tony Hall) all spoke in favor of the Health and Wellness Center for Greene County and encouraged the Board to approve PARTF Grant Application.

After further discussion and on Motion by Commissioner Blizzard to accept all four resolutions regarding the PARTF application and seconded by Commissioner Jones the Board voted unanimously to approve the PARTF Grant application with the noted corrections. (Copy hereto attached)

E. PUBLIC COMMENTS

F. PRESENTATIONS

1. Melissa Reese: Mental Health Update

Ms. Reese our local area Mental Health Representative gave an update on mental health issues and changes in the county. She mainly presented the Proposed Local Management Entity – Managed Care Organizations (LME-MCOs) for the state.

2. Misty Chase: Transportation – Request for change in billing procedures for HCCBG Funding.

Ms. Chase explained that currently the Greene County Senior Center processes applications for Congregate Meals at the Senior Center. Transportation only transports passengers to the Senior Center for their meals. Ms. Chase is proposing to have the Senior Center receive all the funding and Transportation will then bill them directly for the units of service they provide. They will bill the Greene County Senior Center by the 10th of each month for the number of rides provided.

On motion by Commissioner Heath and seconded by Commissioner Jones the Board voted unanimously to approve these billing procedure changes for Transportation.

G. COUNTY MANAGER'S REPORT

Chairman Fields turned the meeting over to the County Manager.

County Manager DeHaven's first order of business was to present a request to designate all donations for the Health & Wellness Center be held for the future project of the Health and Wellness Center. Mr. DeHaven noted that we already have a line item set up for donations.

On motion by Commissioner Jones and seconded by Commissioner Heath the Board voted unanimously to approve this request.

Manager DeHaven's second order of business was to present a request to continue the zoning efforts being made by himself, Brandon Sutton and numerous Boards and Committees.

On motion by Commissioner Blizzard and seconded by Commissioner Jones the Board voted unanimously to approve this request to continue with the zoning efforts.

Manager DeHaven then presented a request to have an Employee Work Day on April 15th, 2016 to aesthetically beautify the County Buildings and Complexes. Mr. DeHaven wants to use this time to weed the flower beds, put down mulch and plant some flowers to simplify, beautify and modernize the County Facilities. Sod will be laid in the place of old mulch beds to expedite the maintenance process. Commissioners were invited to participate.

On motion by Commissioner Heath and second by Commissioner Shackelford the Board voted unanimously to approve this request to designate April 15th as an Employee Work Day.

Manager DeHaven then presented a Change Order for Phase 1H. Mr. DeHaven went over the pipe misalignment at Valve Station on Contract No. 15 of Project 1H. On March 24, 2016, project inspector Keith Beck observed a pipe alignment problem associated with Trains 5 & 6. The Contractor presented an alternative solution of leaving piping in place accepting the misalignment. The contractor is offering to provide a ten year bonded warranty in the amount of \$50,000 per occurrence for repair of any future below floor leaks.

After further discuss and on motion by Commissioner Heath and seconded by Commissioner Jones the Board voted unanimously to approve this Change Order as written. (Copy hereto attached)

H. County Attorneys Report and Recommendations

Mr. Parker stated he had nothing at this time and recommended all go home to watch the basketball game.

I. Commissioner's Report and Recommendations

Commissioner Jones who would be attending meeting in Greenville April 6th, Mr. DeHaven and 3 Commissioner's (Jerry Jones, Brad Fields and James T. Shackelford) attending.

Commissioner Fields read an announcement sent to him by Trey Cash the Chairman of the Board of Elections about a Voter Educational Seminar to be held in Greene County on April 21st 7 p.m. at the Greene County Senior Center. The speaker will be Dr. Lee Cooley from the NC State Board of Elections and she will be discussing the new voting laws related to Photo ID and other options for voters without an ID. Commissioner Fields noted that all are invited to attend.

Mr. DeHaven was asked when the NCACC meeting was and Mr. DeHaven replied to it was on April 20th at the Wild Boar.

Commissioner Heath asked when the Senior Citizens Volunteer Breakfast was, he was told the 14th, Commissioner Heath noted that there was food and he would be there.

J. Adjournment

On motion by Commissioner Heath and seconded by Commissioner Jones the Board voted unanimously to adjourn the meeting.

Refunds NCVTS "TAX & TAG"

DATE:	4/18/2016													
Taxpayer	Year-tax rate year	Date paid to DMV	Tag	Assessed value	Assessed value to be refunded	Fire District	Sticker Fee	Refund amount G01	Refund amount Fire District	Refund amount Sticker fee	Refund Interest	Total Refund	Reason	
Kinney Harvey Worthington, Jr., 3680 Willow Green Rd, Ayden, NC 28513	2015	1/27/2016	DAB6470	\$ 970.00		F06		\$ 6.35	\$ 0.77			\$ 7.12	Vehicle sold & tag surr. 3/21/16. Refund 10 mths. SCW	
Charlene Wall Worthington, 3680 Willow Green Rd, Ayden, NC 28513	2014	8/10/2015	SZP6687	\$ 7,130.00		F06		\$ 23.35	\$ 2.82			\$ 26.17	Vehicle sold & tag surr. 3/17/16. Refund 5 mths. SCW	
Marjorie Ellen Lane, 1416 South Eldridge Rd, Newton Grove, NC 28366	2014	09/03/15	CCF5655	\$18,110.00		F07		\$ 59.31	\$ 6.19			\$ 65.50	Tag surr. 3/3/16; vehicle repossessed 3/11/16. Refund 5 mths. SCW	
Harry Lee Spivey, II, 4872 Hwy 125 N, Snow Hill, NC 28580	2014	3/31/2015	CD2600	\$ 7,660.00		F03		\$ 40.14	\$ 4.18			\$ 44.32	Vehicle totalled 4/23/15; tag surr. 7/22/15. Refund 8 mths. SCW	

C3

Becky R. Sutton
Tax Administrator



GREENE COUNTY
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229 Kingold Blvd.
P.O. Box 482
Snow Hill, NC 28580

(252) 747-3615
FAX (252) 747-5067

Date: April 4, 2016

To: Greene County Board of Commissioners

From: Becky R. Sutton - Tax Administrator

Subject: GS 105-350 (7) **Monthly** **All levy**
Report of amount collected on each year's taxes and amount remaining
uncollected - Collections posted as of March 31, 2016

Year	Current	FY2015-2016	Amount Remaining	%
	Month	Collections YTD	Uncollected	Collected
	Adj. Payments+interest	Adj. Payments+interest		
2005	482.14	\$ 2,944.22	\$ 16,462.83	99.77%
2006	303.27	\$ 3,039.33	\$ 13,507.91	99.82%
2007	815.53	\$ 3,770.60	\$ 17,892.78	99.77%
2008	516.85	\$ 17,503.40	\$ 26,044.31	99.68%
2009	856.44	\$ 9,349.19	\$ 24,541.36	99.72%
2010	255.86	\$ 9,028.53	\$ 24,668.63	99.72%
2011	322.51	\$ 13,293.00	\$ 25,160.03	99.72%
2012	1,253.64	\$ 22,983.51	\$ 31,056.63	99.66%
2013	2,884.86	\$ 31,646.25	\$ 55,637.33	99.39%
2014	10,993.50	\$ 125,463.51	\$ 83,748.02	99.04%
2015	\$ 185,418.46	\$ 8,417,787.66	\$ 423,209.08	95.20%
Total	\$ 204,103.06	\$ 8,656,809.20	\$ 741,928.91	

MTD Levy added for 2015				
\$	256.50			
2015 Beginning levy				
\$	20,445.00	\$ 8,824,206.13	\$ 8,414,580.04	\$ 29,221.36
YTD:	releases	adjustments	refunds	write offs
	\$ (39,764.38)	\$ 6,794.35	\$ (27,138.88)	\$ 1,125.14

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



County Manager
Kyle DeHaven
Finance Officer
Sandy Barss

D

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Becky Sutton; Board of Equalization and Review

Date: April 18, 2016

The Board of Equalization and Review will convene

Action Recommended:

Motion to Adjourn the Board of Commissioners Meeting and reconvene as the Board of equalization and review

Motion to Adjourn the Board of Equalization and review and reconvene as the Board of Commissioners.

Board Action is Needed

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Becky R. Sutton
Tax Administrator



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AGENDA
GREENE COUNTY BOARD OF EQUALIZATION AND REVIEW
GREENE COUNTY TECH CENTER
April 18, 2016 – 7:00 P.M.

ORDER OF BUSINESS

A. Call to Order

B. Oath of Office

C. Agenda:

As of April 12, 2016 there have been no formal requests received to appeal real property to the Board of Equalization and Review.

If no other appeals, recommend recess of 2016 Board of Equalization and Review until Monday, May 2, 2016 - 7:00 P.M.

AGENDA
GREENE COUNTY BOARD OF EQUALIZATION AND REVIEW

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

E1

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Public Hearing: Hedgefield Subdivision

Date: April 18, 2016

A public hearing to receive public comments regarding the community development block grant infrastructure program for the hedgefield community sanitary sewer improvement will take place.

*Note: the full application is on file in the County Managers Office

Action Recommended:

- 1.) Chairman; close the public hearing after all public comments are received.
- 2.) Motion to approve resolution authorizing submittal of the grant.

Board Action is Needed

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REQUEST TO BE ON THE AGENDA FOR THE GREENE COUNTY BOARD OF COMMISSIONERS

BOARD MEETING YOU WISH TO PRESENT: April 18, 2016

TOPIC(S) TO BE PRESENTED: Public Hearing – Community Development Block

Grant – Infrastructure (CDBG-I) Program – Hedgefield Community Sanitary Sewer

Improvements

PRESENTER'S NAME: Richard B. Moore, P.E.

PRESENTER'S MAILING ADDRESS: McDavid Associates, Inc.

P.O. Drawer 49, Farmville, NC 27828

PHONE #: (252) 753-2139

FAX #: (252) 753-7220

PRESENTER'S EMAIL ADDRESS: rbm@mcdavid-inc.com

THE GREENE COUNTY BOARD OF COMMISSIONERS MEET ON THE 1ST AND 3RD MONDAY AT 7:00 P.M. EVERY MONTH EXCEPT MONDAY HOLIDAYS, WHEN THE MEETING IS USUALLY HELD ON THE FOLLOWING TUESDAY.

EVERY EFFORT IS MADE TO COMPLETE THE AGENDA BEFORE 12:00 P.M. ON THE THURSDAY BEFORE THE MEETING.

EVERY PRESENTER LISTED ON THE AGENDA WILL BE MAILED OR EMAILED A COPY OF THE AGENDA AS A REMINDER OF THEIR SCHEDULED PRESENTATION AND/OR REQUEST. IF THE PRESENTER WANTS TO PROVIDE HANDOUTS TO THE BOARD PRIOR TO THE MEETING, THE MATERIAL(S) MUST BE RECEIVED BY THE GREENE COUNTY MANAGER'S OFFICE NO LATER THAN 12:00 NOON OF THE WEDNESDAY PRIOR TO THE MEETING.

IN ORDER TO BE LISTED ON THE AGENDA PRESENTER'S MAY:

- CALL (252) 747-3446 OR (252) 747-2866
- EMAIL kmoothing@co.greene.nc.us
- MAIL OR DELIVER TO GREENE COUNTY OFFICE COMPLEX, COUNTY MANGER'S OFFICE, 229 KINGOLD BLVD., SUITE D, SNOW HILL, NC 28580.



Board of Commissioners Meeting Presentation
Public Hearing for Community Development Block Grant – Infrastructure Program
Hedgefield Community Sanitary Sewer Improvements
April 18, 2016

The Division of Water Infrastructure will accept applications for the Community Development Block Grant Infrastructure program on September 30, 2016. As a requirement of the application process, potential applicants must conduct a public hearing to review application/funding agency requirements, review proposed application, and allow public comment. After public comment, the Board may consider approving a resolution authorizing submittal of the application presented.

A draft of the proposed application was delivered to the Office of the County Manager on April 8, 2016 and has been available for public review.

Notice of the public hearing was advertised in the newspaper on April 7, 2016.

Exhibits in the Agenda Package Consist of:

- Application Map
- Draft of narrative that must be included in meeting minutes that will be presented at the public hearing
- Draft of authorizing resolution approving submittal of grant application

After review of funding program requirements, the application will be reviewed prior to a request for public comment.

GREENE COUNTY

I, Kyle DeHaven, certify that I am Clerk to the Governing Board of the County of Greene and that the foregoing is a true and accurate copy of the meeting minutes for a public hearing conducted in open session of the _____, 2016 Governing Board meeting.

WITNESS my hand and official seal of the County of Greene this the _____ day of _____ 2016.

(SEAL)

Kyle DeHaven, Clerk to the Board

AGENDA ITEM – PUBLIC HEARING ON A CDBG APPLICATION

The Board of Commissioners for the County of Greene held a public hearing on _____, 2016, for providing explanation and description of the FY 2016 North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I). A quorum of Board members were present.

Mr. Rich Moore of McDavid Associates, Inc. was present to discuss the purpose of the public hearing for the County of Greene's CDBG-I funding application. Mr. Moore stated that the purpose of the public hearing was to obtain citizen's views and to respond to funding proposals and answer any questions posed by citizens. Mr. Moore also stated that the public hearing must cover the County of Greene's community development needs, development of the proposed activities, and a review of program compliance before the submission of the County's CDBG-I funding application to the State of North Carolina.

The County proposes requesting funding from NC DEQ'S CDBG-I program for 2016 Sanitary Sewer Improvements adjacent to US 258 North in the Hedgefield Subdivision. The purposes of the CDBG-I grant program are:

- To improve the quality of life for low to moderate-income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.
- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.

- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of the CDBG-I, funding available is expected to be \$26-\$29 million, distributed in a single application cycle. The maximum available grant is \$2.0 million over a 3-year period. Applications for funding are received on or before September 30, 2016.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development projects that lead to job creation or retention. The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure and economic development activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Projects that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extend public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The County is seeking an amount in CDBG-I funds not to exceed \$2,000,000 for 2016 Sanitary Sewer Improvements adjacent to US 258 North in the Hedgefield Subdivision. The purpose of the County's request is to extend central sanitary sewer to the Hedgefield Subdivision to existing residential homes with failing on-site septic systems.

The project proposed by the County of Greene was identified in the County's Capital Improvement Plan. Community contact has been made in the project area to inform citizens of the potential project, and get feedback from the residents.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in the Hedgefield Subdivision has been determined to have an income survey area of approximately 91.46% low-moderate income. The project area includes a target area of residential homes located adjacent to US 258 North and the Hedgefield Road area.

The range of activities covered by the CDBG-I funds for the 2016 Sanitary Sewer Improvements includes:

- Construction
- Engineering Report
- Environmental Review
- Engineering Design
- Construction Administration and observation.

- Legal activities.
- Surveying.
- Grant Administration.

If Greene County is awarded a CDBG-I grant, the County is required to adhere to federal procurement requirements and other federal regulations, which include:

- Americans with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that if the County of Greene receives CDBG grant funding that the County will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. No displacement and relocation is anticipated to occur as a result of the proposed CDBG grant activity.

In the past, the County has applied for and received for the following completed CDBG projects:

- List Name of Projects:
 1. 2012 Scattered Site Housing
 2. 2009 Scattered Site Housing
 3. 2006 Scattered Site Housing
 4. 2004 Infrastructure Hook-up
 5. 2003 Concentrated Needs
 6. 2003 Scattered Site Housing
 7. 2000 Concentrated Needs
 8. 1994 Concentrated Needs
 9. 1992 Infrastructure
 10. 1991 Concentrated Needs
 11. 1989 Concentrated Needs
 12. 1985 Concentrated Needs
 13. 1984 Concentrated Needs
 14. 1983 Concentrated Needs

If approved, the County will submit its CDBG-I application for the 2016 Sanitary Sewer Improvements on or before September 30, 2016. The CDBG-I application will be available for review during normal business hours at the Greene County Office Complex, County Manager's Office, 229 Kingold Boulevard, Suite D, Snow Hill, NC 28580. Additional information is available from the County Manager at (252) 747-3446. Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within 10 business days and the County will send a written response to the written complaints and/or grievances within 10 business days, where practicable.

**RESOLUTION
APPROVING APPLICATION FOR FINANCIAL ASSISTANCE
COMMUNITY DEVELOPMENT BLOCK GRANT – INFRASTRUCTURE PROGRAM
GREENE COUNTY**

WHEREAS, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the North Carolina Department of Environment & Natural Resources (NCDENR) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363, and

WHEREAS, Greene County has need for and intends to construct a wastewater collection system project consisting of central sewer facilities to serve 26 +/- residential homes located in the Hedgefield community adjacent to US 258 North, and

WHEREAS, Greene County intends to request state grant assistance for the project,

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

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

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

That Brad Fields, Chairman, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

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

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

That the following application exhibits are hereby approved and the Authorized Official is authorized to sign as part of formal application preparation/submittal:

1. North Carolina Water/Wastewater Common Application
2. Commitment of Other Funds Form
3. Local Government Certification of Understanding of the Roles and Responsibilities Under the HUD State Community Development Block Grant Regulations.

4. Conflict of Interest Certification
5. Federal Performance and Procurement Requirements Certification
6. Disclosure Report
7. Certification Regarding Debarment, Suspension, and Other Responsibility Matters
8. Approve/amendment of local plans to include but not limited to Capital Improvement Plan, Water Loss Reduction Plan.

That McDavid Associates, Inc. is authorized to provide technical assistance with the development and preparation of a CDBG-I application package.

Adopted this the _____ day of _____, 2016 at Snow Hill, North Carolina.

Brad Fields, Chairman

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk to the Board of Greene County does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Board of Commissioners duly held on the _____ day of _____ 2016; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____ 2016.

Kyle DeHaven, Clerk to the Board

Notarization of Authorizing Resolution

North Carolina

_____ County

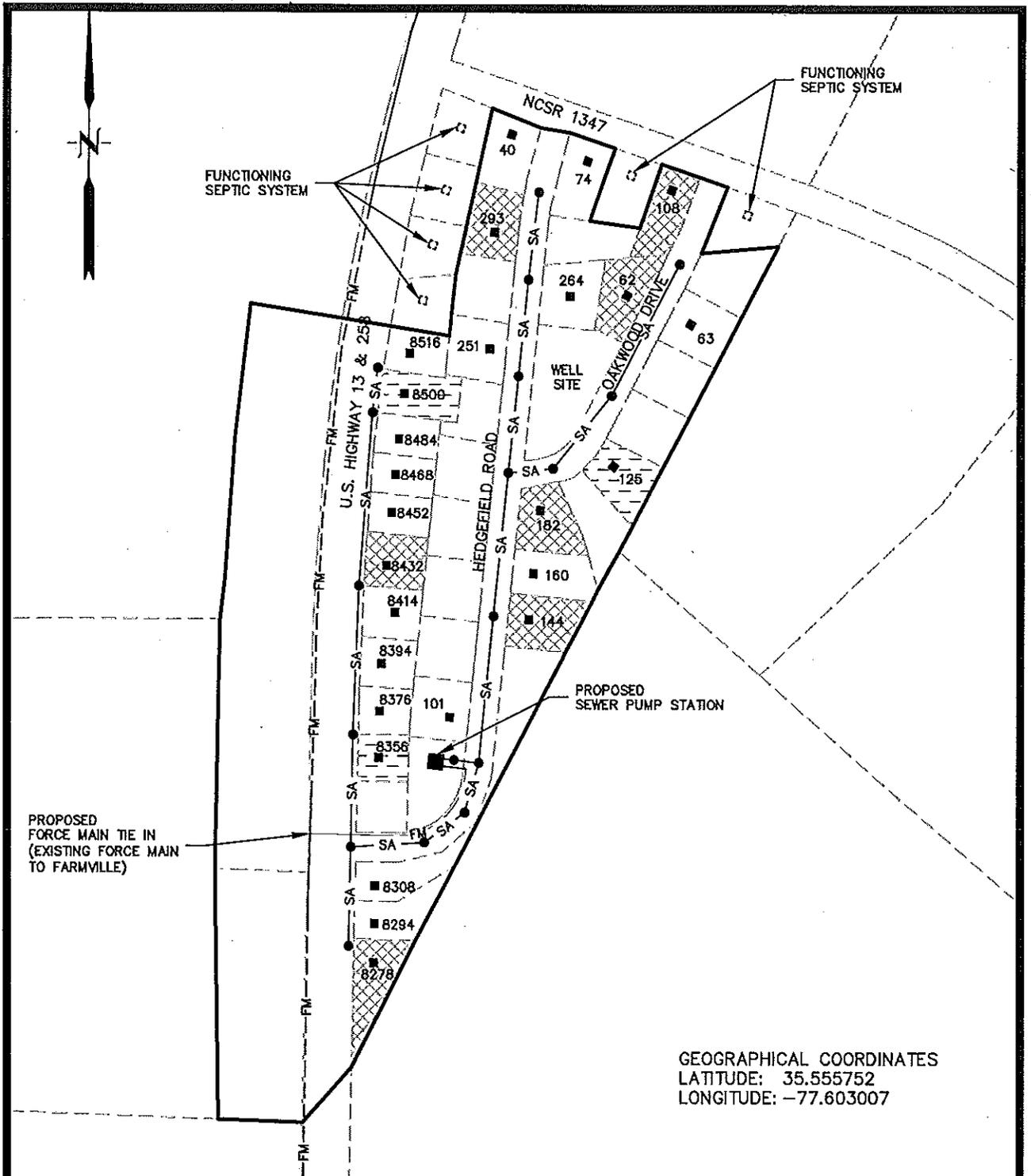
I, _____, a Notary Public for _____ County in North Carolina, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ day of September 2016.

(Official Seal)

Notary Public

My commission expires _____, 20_____.



GEOGRAPHICAL COORDINATES
 LATITUDE: 35.555752
 LONGITUDE: -77.603007

LEGEND

- | | | | |
|-------|--------------------------|----------------|-------------------------------|
| ■ | PROGRAM UNIT | — SA — | PROPOSED SANITARY SEWER |
| □ | ADJACENT UNIT NOT SERVED | - - - SA - - - | EXISTING SANITARY SEWER |
| — | PROJECT AREA BOUNDARY | — FM — | PROPOSED FORCEMAIN |
| - - - | LOT LINES | - - - FM - - - | EXISTING FORCEMAIN |
| ● | PROPOSED MANHOLE | □ | VACANT |
| ○ | EXISTING MANHOLE | "1516" | TYPICAL STREET ADDRESS NUMBER |
| ▨ | FAILED SEPTIC SYSTEM | | |

GREENE COUNTY
2016 CDBG INFRASTRUCTURE APPLICATION
2016 SANITARY SEWER IMPROVEMENTS

McDAVID ASSOCIATES, INC.
 Engineers • Planners • Land Surveyors
 3714 North Main Street, Farmville, NC 27828
 Telephone: (252) 753-2139

Scale : 1" = 300' DWG Name: 2016-Application Map.dwg
 File Path : W:\DBxx_gen\084x_eng\0847_LD\2015-0340-3225

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
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WHEREAS, the Greene County Board of Commissioners hereby establishes and sets aside a special time for the purpose of receiving such comments and suggestions in addition to public hearings

NOW, THEREFORE; BE IT RESOLVED that all comments and suggestions addressed to the Greene County Board of Commissioners during the Public Comment Period shall be subject to the following Public Comment Policy:

1. Policy Purpose

a. To establish a policy for citizens to appear before the Greene County Board of Commissioners at their regular meetings during the month.

2. Coverage

a. This policy, upon adoption by the Greene County Board of Commissioners, shall remain in effect until such time that it is altered, modified, or rescinded by the Greene County Board of Commissioners.

3. Policy

a. Anyone desiring to address the Board of Commissioners must sign up with the Deputy County Clerk between 6:45 pm and 7:00 pm on the night of the Greene County Board of Commissioners meeting. The request should be in writing and on a form provided by the Deputy County Clerk. The form shall, as a minimum, provide the requestors name and address.

b. The Public Comment portion of the agenda will be placed at the beginning of the agenda but after all Public Hearings.

c. Each speaker must be recognized by the Chairman as having the exclusive right to be heard.

d. Comments are limited to three minutes per speaker. A speaker cannot give their allotted time/minutes to another speaker to increase that persons allotted time.

e. Speakers must address the entire Greene County Board of Commissioners, not an individual member. Discussions between speakers and the audience will not be allowed.

f. Speakers will be civil in their language and presentation.

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www.co.greene.nc.us

The mission of Greene County Government is to serve and improve the lives of all citizens by providing high-quality, cost-effective services in an open, professional and ethical environment

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.

County Manager
Kyle DeHaven

Finance Officer
Sandy Barss



GREENE COUNTY

A Place To Grow. The Way To Live.

Home of the North Carolina Sweet Potato Festival

- g. There shall be a maximum of three (3) participants on the same subject. It is recommended that if there are several people who wish to speak on the same subject that they choose one speaker to speak for all.
- h. The time allotted for Public Comment will be 15 minutes. The Board of Commissioners can choose to extend the Public Comment Period, by a majority vote, an additional 15 minutes for a total of 30 minutes for public comments.
- i. Individuals who sign up but cannot speak due to time constraints will be carried to the next regular meeting of the Greene County Board of Commissioners and placed first on the Public Comment Agenda.
- j. For clarification, any Greene County Board of Commissioners may ask the speaker questions. The time used by a Greene County Board of Commissioners to ask a question, or the response to his/her question, will not be counted against the citizens three minute time allotment.
- k. Public comment is not intended to require the Greene County Board of Commissioners to answer any impromptu questions. Action on items brought up during the Public Comment Period will be at the discretion of the Greene County Board of Commissioners.
- l. The public can address the Greene County Board of Commissioners on any issue other than public hearings items and those items that would be covered in closed session, which would include, but not be limited to attorney/client privilege, personnel, land acquisition and contract negotiations.
- m. Anyone desiring to address the Greene County Board of Commissioners on a specific concern requiring more effective and informed action by the Greene County Board of Commissioners should contact the County Manager at least one week prior to the meeting for the topic to be reviewed for consideration to be placed on the agenda. Whenever possible, staff will address the concern directly, but if staff cannot address the issue, it will be placed on the agenda as early as practicable. The person making the request should provide sufficient information pertaining to their concerns to allow the Greene County Board of Commissioners to review the citizen concerns and/or request.

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61

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.

County Manager
Kyle DeHaven

Finance Officer
Sandy Barss



GREENE COUNTY

A Place To Grow. The Way To Live.

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Pam Kelly; JCPC

Date: April 18, 2016

Ms. Pamela Kelly will present to us regarding JCPC updates.

Action Recommended:

No Board Action Needed

Presentation Only

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James T. Shackelford, Jr.



62
County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Michael Rhodes

Date: April 18, 2016

Michael Rhodes will present the annual report for the Greene County child fatality protection team/community child protection team.

Action Recommended:

Presentation only

No Board Action is Needed

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Greene County Health Department

April 1, 2016

To: Kyle DeHaven, Manager
Greene County
Snow Hill, NC 28580

From: Michael U. Rhodes, Director 
Greene County Health Department
Snow Hill, NC 28580

Ref: Annual Report
Greene County Child Fatality Protection Team/Community Child
Protection Team

Dear Mr. DeHaven,

It is time again to present to you and the Greene County Commissioners the annual report of the Greene County Child Fatality /Community Child Protection Team. I would like to present this Annual Report at the April 18th Greene County Board of Commissioners meeting. Please let me know if this Annual Report will be appropriate for the April 18th Greene County Commissioners agenda.

Thank You

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



63
County Manager
Kyle DeHaven
Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Mike Barnett; McDavid and Associates

Date: April 18, 2016

Mike Barnett of McDavid and Associates will present a contract award package for consideration for the 1012 SSH & SFR programs.

Action Recommended:

Motion to approve the resolution awarding contract locations for the 2012 SSH & SFR program

Board Action is Needed

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McDAVID ASSOCIATES, INC.

Engineers • Planners • Land Surveyors

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E-mail: maigold@mcdavid-inc.com
109 E. Walnut Street • P.O. Box 1776
Goldsboro, NC 27533

April 11, 2016

Kyle DeHaven, County Manager
Greene County
229 Kingold Blvd.
Snow Hill, NC 28580

Subject: 2012 SSH & SFR Programs
Greene County
5440

Dear Kyle:

Enclosed is a Contract Award Package (with Resolution) for consideration at your April 18, 2016 Board of Commissioner's Meeting. I will attend the meeting to present this agenda item if needed. Please insure each Board member receives a copy of this Contract Award Package prior to the meeting.

Conflict of Interest

Conflict of Interest relationships are outlined on the attached "Conflict of Interest Summary". Prior to the meeting, please insure no current member of the Governing Board, County employee who currently exercises any function or responsibility with the funding program, or anyone who has served in these capacities in the previous year, is associated in any way with any party on the attached "Contract Disclosure" form which could potentially constitute a Conflict of Interest.

Thank you for your help. If you have questions or I may be of assistance, please contact me.

Sincerely,

McDavid Associates, Inc.

A handwritten signature in cursive script that reads 'Milton D. Barnette, Jr.'.

Milton D. Barnette, Jr., PE
Project Manager

Resolution by the
Greene County
Board of Commissioners

WHEREAS, Greene County has received funding under the 2012 Scattered Site Housing and 2015 Single Family Rehabilitation programs, and:

WHEREAS, Greene County has solicited and received bids consistent with all applicable statutes for housing rehabilitation to be completed under said programs, and;

WHEREAS, the Program Manager has recommended contract awards consistent with all Program Plans, Policies and Procedures.

NOW, THEREFORE, BE IT RESOLVED by the Greene County Board of Commissioners the Board awards contracts as follows:

<u>Contract</u>	<u>Contractor</u>	<u>Amount</u>
1210 Browntown Rd., Snow Hill	Holland Construction Co.	\$53,695.00
1012 Hull Road, Snow Hill	B&B Construction Co.	\$40,376.00
103 Hart Street, Snow Hill	Evans Construction Co	\$50,914.00
1567 Mt Herman Church Rd, Snow Hill	JE Dillahunt & Associates, Inc	\$5,884.00
2946 Mewborn Church Rd., Snow Hill	JE Dillahunt & Associates, Inc	\$4,680.00

THAT, no member of the Board of Commissioners is involved with any party or the attached "Conflict of Interest Summary" in any manner which could potentially constitute a conflict of interest, and;

THAT, Kyle DeHaven, County Manager is authorized to sign contracts on behalf of Greene County for the awards listed above.

ADOPTED by the Greene County Board of Commissioners April 18, 2016.

Brad Fields, Chairman

ATTEST:

Kyle DeHaven, Clerk to the Board

“Contract Disclosure”

Property Owners:

Shirley Edwards
Linda Bryant
Mary Ellen Edwards
Debbie Maye
Kimberly Hemby

Ownership determined by: Baddour, Parker & Hine

Contractors:

Holland Construction Company – Tom Holland
B & & Construction Company – Brian Avery
Evans Custom Builders – Deyton Evans
JE Dillahunt & Associates, Inc. – Jimmy Dillahunt

“Conflict of Interest Summary”

Program Regulations state a conflict of interest may exist when an official, employee or agent of the Grantee has one of the following relationships or dealings with program beneficiaries or contractors:

- A. Immediate Family Members
 - 1. Spouse
 - 2. Parent
 - 3. Child
 - 4. Brother
 - 5. Sister
 - 6. Grandparent
 - 7. Grandchild
 - 8. Step relationships of 1-7 above
 - 9. Half relationships of 1-7 above
 - 10. In-Law relationships of 1-7 above
- B. Any business relationship
- C. Any financial dealings or relationships

GREENE COUNTY 2012 CDBG SSH - 2015 SFR BID TAB SHEET - March 21, 2016 2:00PM

	12-07 SSH/SFR	12-08 SSH/SFR	12-09 SSH/SFR	12-10 SSH	12-11 SSH
1 B & B Construction	Shirley Edwards 1210 Browntown Rd. Snow Hill	Linda Bryant 1012 Hull Rd. Snow Hill	Mary Ellen Edwards 103 Hart Street Snow Hill	Debbie Maye 1567 Mt. Herman Church Rd. Snow Hill	Kimberly Hemby 2946 Mewborn Church Rd. Snow Hill
2 Evans Custom Builders	<i>Bid Withdrawn (*)</i>	\$40,675.00	\$55,810.00	\$8,050.00	no bid
3 Holland Construction Company	(**)	\$42,337.00	\$50,914.00	\$6,084.00	\$5,900.00
4 Robert P Cunningham Const., Inc.	\$53,695.00	\$44,680.00	\$66,710.00	\$8,600.00	\$5,250.00
5 J. E. Dillahunt & Associates Inc.	\$58,025.00	\$46,750.00	\$61,950.00	no bid	\$8,100.00
6 Bryson Homes	\$55,448.00	\$44,806.00	\$52,869.00	\$5,884.00	\$4,680.00
7 Davis Builders	\$84,835.00	\$55,460.00	\$95,810.00	\$9,600.00	no bid
8 Scarborough Inc.	no bid	no bid	no bid	no bid	no bid
9 R and L Home Construction Inc.	no bid	no bid	no bid	no bid	no bid
10 DPH Construction Company LLC	no bid	no bid	no bid	no bid	no bid
Award Recommendations:	Holland Construction Co	B & B Construction Co	Evans Custom Builders	JE Dillahunt and Associates, Inc.	JE Dillahunt and Associates, Inc.
	\$53,695.00	\$40,675.00	\$50,914.00	\$5,884.00	\$4,680.00
(*) Contractor unable to complete work in a timely manner to meet County's expenditure deadlines					
(**) Bid rejected-unsigned					

Award Recommendation:



Mike Barnette, Program Manager

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



GREENE COUNTY
A Place To Grow. The Way To Live.

64
County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Kathleen Stroud; National Day of Prayer

Date: April 4, 2016

Kathleen Stroud will present an initiative to include Greene County in the National Day of Prayer on May 5th 2016 at 6:00pm on the courthouse lawn.

Action Recommended:

Motion as deemed necessary by County Commissioners

Board action needed

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REQUEST TO BE ON THE AGENDA FOR THE GREENE COUNTY BOARD OF COMMISSIONERS

BOARD MEETING YOU WISH TO PRESENT: May 2 April 18, 2015/2016

TOPIC(S) TO BE PRESENTED: Day of Prayer

PRESENTER'S NAME: Kathleen Stroud

PRESENTER'S MAILING ADDRESS: 1254 Hwy 585
Snow Hill

PHONE #: 252-560-0814 FAX #: ---

PRESENTER'S EMAIL ADDRESS: kathleen0722@yahoo.com

THE GREENE COUNTY BOARD OF COMMISSIONERS MEET ON THE 1ST AND 3RD MONDAY AT 7:00 P.M. EVERY MONTH EXCEPT MONDAY HOLIDAYS, WHEN THE MEETING IS USUALLY HELD ON THE FOLLOWING TUESDAY.

EVERY EFFORT IS MADE TO COMPLETE THE AGENDA BEFORE 12:00 P.M. ON THE THURSDAY BEFORE THE MEETING.

EVERY PRESENTER LISTED ON THE AGENDA WILL BE MAILED OR EMAILED A COPY OF THE AGENDA AS A REMINDER OF THEIR SCHEDULED PRESENTATION AND/OR REQUEST. IF THE PRESENTER WANTS TO PROVIDE HANDOUTS TO THE BOARD PRIOR TO THE MEETING, THE MATERIAL(S) MUST BE RECEIVED BY THE GREENE COUNTY MANAGER'S OFFICE NO LATER THAN 12:00 NOON OF THE WEDNESDAY PRIOR TO THE MEETING.

IN ORDER TO BE LISTED ON THE AGENDA PRESENTER'S MAY:

- CALL (252) 747-3446 OR (252) 747-2866
- EMAIL kmooring@co.greene.nc.us
- MAIL OR DELIVER TO GREENE COUNTY OFFICE COMPLEX, COUNTY MANGER'S OFFICE, 229 KINGOLD BLVD., SUITE D, SNOW HILL, NC 28580.



NATIONAL

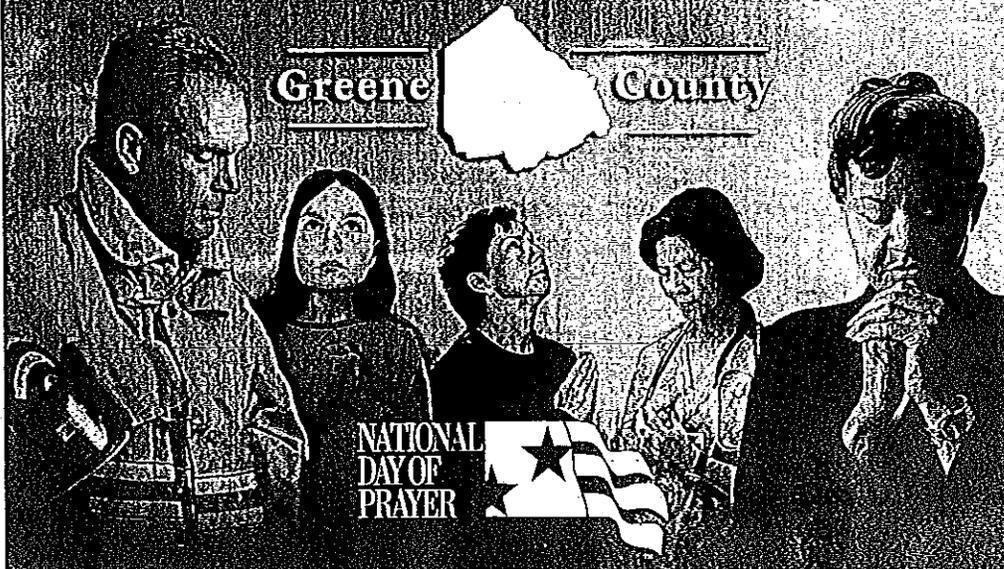
★ ★ ★ ★ ★ PRAY WITH AMERICA ★ ★ ★ ★ ★

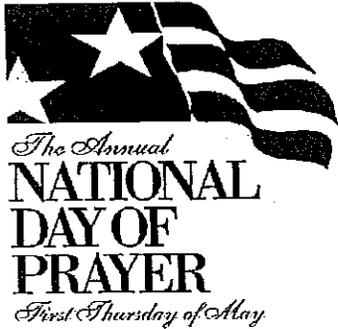
DAY *of* PRAYER

GREENE COUNTY

May 5, 2016 at 6:00 pm

Greene County Courthouse Front Lawn





National Day of Prayer Greene County

May 5, 2016 at 6:00 pm
Greene County Courthouse
Front Lawn

SPEAKER:

Rev. Mark Creech,
Christian Action League of NC

MUSIC:

Tim Sutton Trio

SPECIAL PRAYER BY

Mt. Calvary Children

Come and "Pray For America"
"One Nation Under God"
God will hear our prayers

Contact Info:

Kathleen Stroud • 252-560-0814



Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

H1

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: Fireworks Display

Date: April 18, 2016

A fireworks display is requested by Greene County Cares for May 6th, 2016. They also request that you waive the associated fee.

Action Recommended:

Motion to approve the request for fireworks at Greene County Cares function and waiving the fee

Board action is needed.

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www.co.greene.nc.us

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REQUEST TO BE ON THE AGENDA FOR THE GREENE COUNTY BOARD OF COMMISSIONERS

BOARD MEETING YOU WISH TO PRESENT: __April
18th _____, 2016

TOPIC(S) TO BE PRESENTED: __Fireworks Display for Greene County
Cares _____

____May
6th _____

PRESENTER'S NAME: __Berry
Anderson _____

PRESENTER'S MAILING ADDRESS: __201 Martin Luther King
Parkway _____

PHONE #: _252-747-2544 _____ FAX
#: _____

PRESENTER'S EMAIL
ADDRESS: _banderson@co.greene.nc.us _____

THE GREENE COUNTY BOARD OF COMMISSIONERS MEET ON THE 1ST AND 3RD MONDAY AT 7:00 P.M. EVERY MONTH EXCEPT MONDAY HOLIDAYS, WHEN THE MEETING IS USUALLY HELD ON THE FOLLOWING TUESDAY.

EVERY EFFORT IS MADE TO COMPLETE THE AGENDA BEFORE 12:00 P.M. ON THE THURSDAY BEFORE THE MEETING.

EVERY PRESENTER LISTED ON THE AGENDA WILL BE MAILED OR EMAILED A COPY OF THE AGENDA AS A REMINDER OF THEIR SCHEDULED PRESENTATION AND/OR REQUEST. IF THE PRESENTER WANTS TO PROVIDE HANDOUTS TO THE BOARD PRIOR TO THE MEETING, THE MATERIAL(S) MUST BE RECEIVED BY THE GREENE COUNTY MANAGER'S OFFICE NO LATER THAN 12:00 NOON OF THE WEDNESDAY PRIOR TO THE MEETING.

IN ORDER TO BE LISTED ON THE AGENDA PRESENTER'S MAY:

- CALL (252) 747-3446 OR (252) 747-2866
- EMAIL kmooring@co.greene.nc.us

- MAIL OR DELIVER TO GREENE COUNTY OFFICE COMPLEX, COUNTY MANGER'S OFFICE, 229 KINGOLD BLVD., SUITE D, SNOW HILL, NC 28580.



fn:1Com Min12013\Request.to.be.on.agenda



**GREENE COUNTY DEPARTMENT
OF EMERGENCY SERVICES**

201 MARTIN L. KING, JR PARKWAY
SNOW HILL, NC 28580

Emergency Services - 252-747-2544
Fax - 252-747-4222

Berry Anderson
Director

Colby Chase
Fire & EM Coordinator

Herman Warrick
EMS Coordinator

Fire Permit Application w/ Inspection Fee

Name of Business: Greene County Cares - Julie Sutton Date: 4/4/16

Mailing Address: 615 Hardy Rd

Physical Address: _____

City: Snow Hill State: NC Zip: 28580

Office Telephone: (____) _____ Ext: _____ Cell Phone: 252-367-3034

Contact Person/ Manager: Julie Sutton

Owner's Name: _____

Mailing Address: _____ Juliesutton@greene.k12.nc.us

Emergency Telephone Number: (____) _____ - _____ Email: _____

Type of Buisness: Non-profit

Size of Building (Square Footage): _____ fire works permit

Directions to Business: _____ for May 6, 2016
_____ @ Gethigh school-

Electrical Supplier: _____ Water Supplier: _____

*Have plans been submitted and approved? Yes No Building Inspection Permits Issue? Yes No N/A

Inspection Fees
1 to 5000 Sq. Ft: \$75.00
5000 to 10000 Sq Ft: \$100.00
10,000 Sq. Ft >: \$100.00 + \$5.00 Every 1000 Square Feet

Exp: Building Size is 15000 Sq. Ft
Permit Fee: 10000=\$100.00
5000: 1000/ 5000= 5 X \$5.00= \$25.00
Total Permit Fee: \$125.00

******* Official Use Only *******

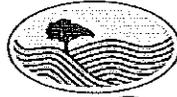
Permit Fee: ?

Amount Paid: ?

Signed: Berry Anderson

Date: 4/12/16

Commissioners
Jerry Jones – Chairman
Brad Fields – Vice Chairman
Susan Blizzard
Bennie Heath
James T. Shackelford, Jr.



GREENE COUNTY
A Place To Grow. The Way To Live.

County Manager
Kyle DeHaven

Finance Officer
Sandy Barss

H2

Home of the North Carolina Sweet Potato Festival

From: Kyle J. DeHaven, County Manager

Re: McDavid retainer

Date: April 18, 2016

McDavid and associates have submitted their annual retainer for review. McDavid acts as our County engineers. This retainer makes their services available to clients based on their needs at a pre-agreed fee schedule. This fee schedule is beneficial to the County due to the fact that it is considerably cheaper compared to normal fees.

Action Recommended:

Motion to approve the retainer with McDavid and Associates.

Board Action is Needed

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www.co.greene.nc.us

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McDAVID ASSOCIATES, INC.

Engineers • Planners • Land Surveyors

CORPORATE OFFICE
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E-mail: mai@mc david-inc.com
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Farmville, NC 27828

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(919) 736-7630 • Fax (919) 735-7351
E-mail: maigold@mc david-inc.com
109 E. Walnut Street • P.O. Box 1776
Goldsboro, NC 27533

March 31, 2016

Greene County
229 Kingold Boulevard, Suite D
Snow Hill, NC 28580

Attn: Mr. Kyle J. DeHaven, County Manager

Subject: Proposal for Engineering Services for
Fiscal Year 2017 (July 2016 through June
2017)

Dear Mr. DeHaven:

Please consider this letter our proposal for continuing our retainage arrangement with the County for services to be rendered in FY17.

In general, employment of McDavid Associates, Inc. on a retainage basis provides a claim upon our services in case of need. Retainage makes our services available to our clients upon their needs on a pre-agreed fee schedule basis and precludes the necessity of seeking an available engineering firm for individual needs as they arise. This prearranged fee basis is most beneficial to the County due to the fact that it is considerably reduced as compared to our normal operating fee schedule.

We submit for your review and approval the following services for a total retainage package of \$3,600.00 per year payable monthly at a rate of \$300.00 per month as billed.

Specifically, our proposal includes the following features:

1. Reduction In Hourly Rate Schedule for General Engineering Projects

General Engineering Projects are defined as projects that are funded with 100% local funds.

The reduced hourly rate schedule attached as Exhibit "A" (shown in parentheses) shall be applicable for General Engineering Projects performed on an hourly basis.

2. Hourly Rate Schedule for Major Engineering Projects

Major Engineering Projects are defined as projects with the majority of funding coming from non-local funds and not defined as General Engineering Projects.

Major Engineering Project fees will be established by the allowable fees permitted by the Funding Agency.

3. Reduction In Fees for General Engineering Projects

General Engineering Projects are defined as projects that are funded with 100% local funds.

The reduced percentage of construction fee schedule attached as Exhibit "B" (shown in parentheses) shall be applicable general engineering projects performed on a percentage of construction basis.

4. Fees for Major Engineering Project

Major Engineering Projects are defined as projects with the majority of funding coming from non-local funds and not defined as General Engineering Projects.

Major Engineering Project fees will be established by the allowable fees permitted by the Funding Agency.

5. Priority and Availability

McDavid Associates, Inc. shall be readily available for any engineering, planning and survey service requested and shall give the County's request priority over other clients not on retainer.

6. Representation

Many times we have the opportunity to represent the needs of our full-time clients to various State and Federal agencies and to related grant and loan funding programs. Retainage over an extended period of time permits us to be knowledgeable of your needs and provides us many opportunities to present the needs of our clients to these agencies, thus potentially developing communication and funding links that yield both tangible and intangible long-term benefits.

Insures that McDavid Associates, Inc. will represent the County's interest in all matters, attempting to reduce conflict and avoid litigation.

7. Advisory Services Included in Retainage

- a. Attendance at Board workshops and/or Board meetings when requested at no additional charge to the County. (Assume a maximum of 4 times/year.)
- b. Processing of day-to-day minor inquiries relating to small problems at no additional charge to County.
- c. Preparation of loan/grant application for utility improvements at no additional charge to County.

We are proud to have represented the County for the past 55+ years. Our involvement and experience with County affairs over past years indicates that the retainage package as outlined in this proposal is both realistic and represents basic needs for our services by the County.

We appreciate the opportunity to serve and offer a cooperative and supportive attitude to the County for future services regardless of the County's decision to accept or refuse this proposal. We believe that making our services available on a retainage basis is in the best interest of the County and we, therefore, submit and recommend this proposal for your approval.

Upon acceptance of this proposal, please sign the extra copy of this letter enclosed in the space below and return to this office.

Sincerely yours,

McDAVID ASSOCIATES, INC.

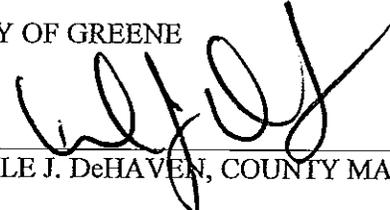


Albert V. Lewis, Jr., P.E.
Farmville Office

AVL:bbr
Enclosures

APPROVED:

COUNTY OF GREENE

BY: 

KYLE J. DeHAVEN, COUNTY MANAGER

DATE: 4-11-16



McDAVID ASSOCIATES, INC.

Engineers • Planners • Land Surveyors

CORPORATE OFFICE
 (252) 753-2139 • Fax (252) 753-7220
 E-mail: mai@mcdavid-inc.com
 3714 N. Main Street • P.O. Drawer 49
 Farmville, NC 27828

GOLDSBORO OFFICE
 (919) 736-7630 • Fax (919) 735-7351
 E-mail: maigold@mcdavid-inc.com
 109 E. Walnut Street • P.O. Box 1776
 Goldsboro, NC 27533

RETAINER RATE SCHEDULE

DATE: March 31, 2016

SUBJECT: Standard Labor Category Table and
 FY 2017 Retainer Labor Category Table

DISTRIBUTION: All Employees

FROM: Albert V. Lewis, Jr.

EFFECTIVE DATE: July 1, 2016

*2016-2017
 ALV*

<u>LABOR CATEGORY, UNITS AND RATES:</u>	<u>2016-2017 Standard Rate</u>	<u>2016-2017 FY17 Retainer Rate</u>
---	------------------------------------	---

ENGINEERING

ENGINEERS (ASCE PROFESSIONAL GRADE DESCRIPTIONS)

Junior Engineer (I)	\$85.00 per hour	(\$76.50)
Junior Engineer (II)	\$100.00 per hour	(\$90.00)
Assistant Engineer (III)	\$115.00 per hour	(\$103.50)
Engineer (IV)	\$130.00 per hour	(\$117.00)
Senior Engineer (V)	\$145.00 per hour	(\$130.50)
Senior Design Engineer (VI)	\$160.00 per hour	(\$144.00)
Principal Engineer (VII)	\$180.00 per hour	(\$162.00)

TECHNICIANS

Engineering Technician		
Entry Level	\$70.00 per hour	(\$63.00)
Intermediate Level	\$75.00 per hour	(\$67.50)
Advanced Level	\$80.00 per hour	(\$72.00)
Inspection		
Entry Level	\$64.00 per hour	(\$57.60)
Intermediate Level	\$68.00 per hour	(\$61.20)
Advanced Level	\$77.00 per hour	(\$69.30)
Inspection (USDA)		
Entry Level	\$64.00 per hour	
Intermediate Level	\$68.00 per hour	
Advanced Level	\$77.00 per hour	
Inspection Only (USDA)		
Entry Level	\$59.00 per hour	
Intermediate Level	\$63.00 per hour	
Advanced Level	\$71.00 per hour	

SURVEYING

CREW CHIEFS/SURVEYORS INTERN

Party/Crew Chief	\$65.00 per hour	(\$58.50)
Land Surveyor Intern	\$75.00 per hour	(\$67.50)

	<u>Standard Rate</u>	<u>FY16 Retainer Rate</u>
REGISTERED LAND SURVEYORS		
Prof. Land Surveyor 1	\$90.00 per hour	(\$81.00)
Prof. Land Surveyor 2	\$100.00 per hour	(\$90.00)
SURVEY CREWS		
Two-Man Survey Party	\$100.00 per hour	(\$90.00)
Three-Man Survey Party	\$120.00 per hour	(\$108.00)
Four-Man Survey Party	\$130.00 per hour	(\$117.00)
One-Man Robotics	\$115.00 per hour	(\$103.50)
Two-Man Robotics	\$130.00 per hour	(\$117.00)
One-Man-Map Grade GPS	\$100.00 per hour	(\$90.00)
One-Man-Survey Grade GPS	\$150.00 per hour	(\$135.00)
Two-Man-Survey Grade GPS	\$165.00 per hour	(\$148.50)
MONUMENTATION		
Irons (3/4" x 18")	\$7.00 each	(\$7.00)
Irons (3/4" x 24")	\$8.00 each	(\$8.00)
Irons (1 1/4" x 36")	\$20.00 each	(\$20.00)
Irons (1 1/4" x 48")	\$25.00 each	(\$25.00)
Irons (1 1/4" x 60")	\$30.00 each	(\$30.00)
Concrete Monuments	\$85.00 each	(\$85.00)
<u>DRAFTING</u>		
DRAFTSMEN		
Drafting - (Level 1)	\$45.00 per hour	(\$40.50)
Drafting - (Level 2)	\$55.00 per hour	(\$49.50)
<u>CAD OPERATOR</u>		
CAD Operator - (Level 1)	\$57.50 per hour	(\$51.75)
CAD Operator - (Level 2)	\$67.50 per hour	(\$60.75)
<u>CDBG ADMINISTRATION</u>		
ADMINISTRATORS		
CDBG Project Administrator	50.00 to \$140.00 per hour	(\$45.00 to \$126.00)
TECHNICIANS		
CDBG Technician - (Level 1)	\$50.00 per hour	(\$45.00)
CDBG Technician - (Level 2)	\$60.00 per hour	(\$54.00)
<u>STAFF SUPPORT</u>		
Secretarial/Clerical/Staff Support		
Administrative - (Level 1)	\$40.00 per hour	(\$36.00)
Administrative - (Level 2)	\$50.00 per hour	(\$45.00)
REIMBURSABLE EXPENSES		
Mileage	Cost + 12% \$0.60 per mile	(cost + 12%) (0.60/mile)

Reference staff support, no charges are made for routine secretarial/clerical activities. These costs are recognized as overhead and are reflected in other hourly rates as shown in our rate schedule. In special cases which require non-routine secretarial/clerical activities, hourly rates as shown in the rate schedule are charged.

On behalf of any projects anticipated to cost greater than \$750.00, we prefer to submit a proposal outlining the services to be rendered and the associated estimated costs and obtain written authorization to proceed prior to beginning with the work.

PROFESSIONAL ENGINEERING
ASCE PROFESSIONAL GRADE DESCRIPTION

<u>GRADE</u>	<u>TITLE</u>	<u>REGISTRATION</u>	<u>RESPONSIBILITIES</u>
I	Junior Engineer	EI	Limited Design Assistant Project -Engineer
II	Junior Engineer	EI	Limited Design Assistant Project - Engineer
III	Assistant Engineer	EI or PE	Design Assistant Project -Engineer
IV	Engineer Ivey Cauley David Weir	PE	Design Project Engineer
V	Senior Engineer Charles Joyner Mike Barnette Cecil Madden Andrew Parker	PE	Design Project Engineer
VI	Senior Design Engineer Ronnie Thompson Phillip Abeyounis	PE	Design Project Engineer Supervisory
VII	Principal Engineer Van Lewis Tyndall Lewis Rich Moore Joe McKemey David Gurley	PE	Design Project Engineer Supervisory

INSPECTION
GRADE DESCRIPTION

- ADVANCED** - At least five years on-the-job of construction inspection experience with similar projects and capable of functioning independently with minimum supervision from engineer.
- INTERMEDIATE** - 1-5 years on-the-job of construction inspection experience with similar projects – works under general supervision of advanced construction observer.
- ENTRY** - Less than one year experience with similar projects – works under close supervision of advanced construction observer or engineer.

<u>GRADE</u>	<u>TITLE</u>
Insp Entry	Inspection - (Entry Level)
Insp Intermediate	Inspection - (Intermediate Level) David Alphin
Insp Advanced	Inspection - (Advanced Level) Keith Beck Kenneth Bryan Donald Coleman William Galloway George Godwin Jeffrey Smith Henry Walker Sheri Von Schrittz

SURVEYING
GRADE DESCRIPTION

<u>GRADE</u>	<u>TITLE</u>
Party/Crew Chief	Survey - Party/Crew Chief Ron Petersen
PLS 1	Survey - Prof. Land Surveyor 1
PLS 2	Survey - Prof. Land Surveyor 2 Simon Cox

CDBG
GRADE DESCRIPTION

<u>GRADE</u>	<u>TITLE</u>
CDBG Admin	CDBG Project Administrator Milton Barnette
CDBG Tech 1	CDBG Technician - (Level 1) Brian Hall
CDBG Tech 2	CDBG Technician - (Level 2)

DRAFTING
GRADE DESCRIPTION

<u>GRADE</u>	<u>TITLE</u>
DRAFT 1	Drafting - (Level 1)
DRAFT 2	Drafting - (Level 2)

CAD
GRADE DESCRIPTION

<u>GRADE</u>	<u>TITLE</u>
CAD 1	CAD Operator - (Level 1)
CAD 2	CAD Operator - (Level 2) David Alphin Mark Little Michael Windham

STAFF SUPPORT
GRADE DESCRIPTION

<u>GRADE</u>	<u>TITLE</u>
ADM 1	Administration - (Level 1) Prince Barnette
ADM 2	Administration - (Level 2) Albert Arthur Jewell Moore Cynthia Powell Brenda Ross Judy Shirley Alicia Wilkinson Renee Capps

MEDIAN FEES FOR PROFESSIONAL
ENGINEERING/RESIDENT CONSTRUCTION OBSERVATION SERVICES
AS A PERCENTAGE OF NET CONSTRUCTION COST
FOR
GENERAL ENGINEERING PROJECTS FUNDED WITH 100% LOCAL FUNDS

The fees are to be adjusted to suit special conditions stated in the contract.

Table I fee schedule may be used for that portion of a construction project which is unusually complex such as a water treatment plant (surface or ground water), wells, wastewater treatment plant, wastewater collection and interceptor lines, water or wastewater pump stations, design of constructed in place clear wells, intake structures, rehabilitation of an existing treatment facility, and appurtenant work to above (electrical, HVAC, etc.).

Table II fee schedule ordinarily will apply to all other design work such as water lines, minor water treatment facilities (chlorination only), elevated tanks and foundations, and manufacturer or contractor designed clear wells (metal or concrete).

Table III fee schedule will apply to full time resident construction observation.

Contract construction amounts for each contract shall be utilized to determine the respective compensation percentage.

<u>Total Actual Construction Cost</u>	Table I % <u>Fee</u>	Table II % <u>Fee</u>	Table III % <u>Fee</u>
100,000	12.05 (11.45)	10.35 (9.75)	7.50 (7.30)
200,000	10.97 (10.67)	9.57 (9.27)	7.40 (7.20)
300,000	10.28 (10.08)	9.08 (8.88)	7.30 (7.10)
400,000	9.90 (9.70)	8.70 (8.50)	7.20 (7.00)
500,000	9.42 (9.22)	8.32 (8.13)	7.10 (6.90)
600,000	9.13 (8.93)	8.03 (7.83)	7.00 (6.80)
700,000	8.85 (8.75)	7.75 (7.65)	6.90 (6.70)
800,000	8.57 (8.47)	7.57 (7.47)	6.80 (6.60)
900,000	8.38 (8.28)	7.38 (6.28)	6.70 (6.50)
1,000,000	8.20 (8.10)	7.20 (7.10)	6.60 (6.40)
2,000,000	7.45 (7.35)	6.55 (6.45)	6.10 (6.10)
3,000,000	7.15 (7.05)	6.25 (6.15)	5.60 (5.60)
4,000,000	6.95 (6.85)	5.95 (5.85)	5.50 (5.50)
5,000,000	6.65 (6.55)	5.75 (5.65)	5.40 (5.40)
10,000,000	6.45 (6.35)	5.55 (5.45)	5.30 (5.30)
15,000,000	6.35 (6.25)	5.45 (5.35)	5.20 (5.20)
20,000,000	6.25 (6.15)	5.35 (5.25)	5.10 (5.10)

The fee for project costs falling between the figures shown in above table shall be interpolated to nearest one-hundredth of one percent.

Compensation may be negotiated on a lump-sum basis for all projects costing \$100,000 or less.

() Fee Schedule applicable under FY16 (7/16- 6/17) retainer package.

COMPENSATION FOR RESIDENT CONSTRUCTION OBSERVATION

1. Unless notified by the OWNER in writing that the OWNER will provide for resident construction observation, the ENGINEER will provide detailed, full-time resident construction observation. The OWNER further agrees to pay the ENGINEER for such service in accordance with Table III percentage, lump sum or hourly fee based upon the scope of work. Detailed full-time resident construction observation is defined as having an observer on-site at all times work is in progress which will be covered during installation or by subsequent construction. All above ground installations which can be observed for compliance with plans and specifications after installation may be observed periodically as needed and will not require continuous presence of an observer.
2. The resume of the resident construction observer(s) to be assigned to a project will be submitted for approval of the OWNER two weeks prior to the date of preconstruction conference and the approved resident construction observer(s) will attend the preconstruction conference.
3. The compensation for basic engineering services and for resident construction observation shall be full and total payment to the ENGINEER for the project unless special services are required. Compensation for special services will be in accordance with the contract.

UNIT PRICES FOR REIMBURSABLE EXPENSES
NOT ACCOUNTED FOR IN BASIC COMPENSATION

<u>Unit Number</u>	<u>Unit Name</u>	<u>Billing Rate</u>
8" Hub	8" Hub	\$1.00
18" Stake	18" Wooden Stakes	\$1.00
36" Stake	36" Wooden Stakes	\$3.00
48" Stake	48" Wooden Stakes	\$4.00
Irons 18	3/4" x 18" Iron	\$7.00
Irons 24	3/4" x 24" Iron	\$8.00
Irons 36	1 1/4" x 36" Iron	\$20.00
Irons 48	1 1/4" x 48" Iron	\$25.00
Irons 60	1 1/4" x 60" Iron	\$30.00
Con Mon	Concrete Monument	\$85.00
PC 11 x 17	Photo Copies 11" x 17"	\$0.25
PC 8.5 x 14	Photo Copies 8.5" x 14"	\$0.20
PC 8.5 x 11	Photo Copies 8.5" x 11"	\$0.20
Plot B < 60 SF	Plotter Bond Prints < 60 SF	\$1.00
Plot B > 60 SF	Plotter Bond Prints > 60 SF	\$0.85
Plot M < 60 SF	Plotter Bond Mylar < 60 SF	\$4.00
Plot M > 60 SF	Plotter Bond Mylar > 60 SF	\$3.50
ECB < 60 SF	Eng Copier Bond Plot/Printer < 60 SF	\$0.75
ECB > 60 SF	Eng Copier Bond Plot/Printer > 60 SF	\$0.60
ECM < 60 SF	Eng Copier Mylar Plot/Printer < 60 SF	\$4.00
ECM > 60 SF	Eng Copier Mylar Plot/Printer > 60 SF	\$3.50
Mileage	Mileage	\$0.60