

**COLUMBUS COUNTY BOARD OF COMMISSIONERS**

**Monday, August 7, 2023**

**4:00 P.M. – 4:40 P.M. Closed Session**

**5:00-6:00 P.M. – Hospital Audit Presentation (Hospital 1<sup>st</sup> floor conference room)**

**6:30 P.M. – Regular Session**

The Honorable Columbus County Commissioners met on the above stated date and time at the Columbus County Commissioners Chamber, 127 West Webster Street, Whiteville, North Carolina 28472, for the purpose of conducting a Regular Session.

**COMMISSIONERS PRESENT:**

Ricky Bullard, **Chairman**  
Lavern Coleman, **Vice Chairman**  
Giles E. Byrd  
Scott Floyd  
Barbara Featherson  
Chris Smith

**APPOINTEES PRESENT:**

Eddie Madden, Jr., **County Manager**  
Amanda B. Prince, **Attorney**  
Jana Nealey, **Clerk to the Board**

**COMMISSIONERS ABSENT:**

Brent Watts

**Agenda Item #1: MEETING CALLED to ORDER:**

**RECESS REGULAR SESSION and enter into CLOSED SESSION in ACCORDANCE with N.C.G.S. § 143-318.11(A) (3) ATTORNEY-CLIENT PRIVILEGE, N.C.G.S. § 143-318.11(A) (4) ECONOMIC DEVELOPMENT:**

**MOTION:**

Commissioner Byrd made a motion to recess regular session and enter into closed session, seconded by Commissioner Smith. The motion unanimously passed.

**Agenda Item #2: CLOSED SESSION in ACCORDANCE with N.C.G.S. § 143-318.11(A) (3) ATTORNEY-CLIENT PRIVILEGE, N.C.G.S. § 143-318.11(A) (4) ECONOMIC DEVELOPMENT:**

**RECESS CLOSED SESSION and enter into REGULAR SESSION**

**MOTION:**

Commissioner Smith made a motion to recess closed session and enter into regular session, seconded by Commissioner Floyd. The motion unanimously passed.

**GENERAL ACCOUNT:**

Attorney Amanda Prince gave the General Account as follows:

The board discussed 1 matter of Attorney Client Privilege, 1 matter of Economic Development with Gary Lanier and 1 matter of possible future litigation. No action was taken.

**MOTION:**

Commissioner Byrd made a motion to approve the General Account, seconded by Commissioner Featherson. The motion unanimously passed.

**Regular Session begins at 6:30 P.M.**

**Agenda Items # 3 and #4: INVOCATION and PLEDGE of ALLEGIANCE:**

The invocation was delivered by Commissioner Featherson. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which was led by Commissioner Floyd.

**Agenda Item# 5: APPROVAL OF AGENDA:**

**MOTION:**

Commissioner Floyd made a motion to approve the Agenda with discussed Add-on 8a and removing Agenda Items #8 & #15, seconded by Commissioner Smith. The motion unanimously passed.

**Agenda Item #6: PUBLIC INPUT:**

**Agenda Item #7: BOARD MINUTES APPROVAL:**

- a. June 19<sup>th</sup>, 2023
- b. June 26<sup>th</sup>, 2023
- c. July 17<sup>th</sup>, 2023

**MOTION:**

Vice Chairman Coleman made a motion to approve seconded by Commissioner Featherson. The motion unanimously passed

**Agenda Item #8: ADMINISTRATION – EMPLOYEE SPOTLIGHT:**

This Item was removed during the agenda approval in agenda #5.

**Agenda Add-On 8a: ANIMAL CONTROL – APPROVAL of LIVESTOCK ADOPTION FEES:**

Attorney Amanda Prince requested approval of the \$250.00 adoption fee for livestock when and if possible.

**MOTION:**

Commissioner Byrd made a motion to approve, seconded by Commissioner Floyd. The motion unanimously passed.

**Agenda Item #9: ECONOMIC DEVELOPMENT – ESTABLISH DATE & TIME for a PUBLIC HEARING on the ESTABLISHMENT of a PLANNED UNIT DEVELOPMENT ZONING DISTRICT for the GRAGG TRACT:**

Economic Development Director Gary Lanier requested approval to establish a Public Hearing on September 5<sup>th</sup>, 2023 at 6:30 P.M. or as soon as can be heard regarding the Establishment of a PUD Zoning District for the Gragg Tract located along both Old Dothan Road and Seven Creeks Highway

*\*the site plans for The Gragg Tract Planned Unit Zoning District are housed in the clerk’s office*

**MOTION:**

Commissioner Smith made a motion to approve, seconded by Commissioner Byrd. The motion unanimously passed.

**Agenda Item #10: ECONOMIC DEVELOPMENT – APPROVAL of the LAB FEE SCHEDULE and AUTHORITY to the ECONOMIC DEVELOPMENT DIRECTOR to ENTER into MEMBERSHIP AGREEMENTS:**

Economic Development Director Gary Lanier requested approval Lab Fee Schedule and authority to the Economic Development Director to enter into Membership Agreements.

**MOTION:**

Commissioner Blank made a motion to approve, seconded by Commissioner Blank. The motion unanimously passed.

**The Fee Schedule for the Lab is as follows:**

**Dedicated Office Space - \$1.25/ft<sup>2</sup> per month**

**Dedicated Open Space - \$0.50/ft<sup>2</sup> per month**

**Dedicated Locking Desk (open) \$150.00 per month**

**Common Area Desk - \$100.00 per month**

**\*Cents will be rounded to the nearest dollar when calculating monthly membership fees.**

Agenda Item #11: **ECONOMIC DEVELOPMENT – APPROVAL of the JOB CREATION INCENTIVE GRANT CAPITOL PROJECT ORDINANCE and BUDGET AMENDMENT:**

Economic Development Director Gary Lanier is requesting approval of the Job Creation Incentive Grant Capital Project Ordinance and Budget Amendment.

**MOTION:**

Commissioner Byrd made a motion to approve, seconded by Commissioner Featherson. The motion unanimously passed.

**TRACKING #: 16-20230807-O11**

COLUMBUS COUNTY, NORTH CAROLINA

Ordinance making appropriations to the Columbus County Economic Development  
Job Creation Incentive Grant Project Fund

for the Fiscal Year beginning July 1, 2023

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

**Section 1:** The following amounts are hereby made to the Columbus County Economic Development Job Creation Incentive Grant Project pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2023.

Source of Revenue	
15-3832-498067 TRANSFER FROM EDC – THE LAB	\$ 32,880
Total Estimated Revenues – Economic Development Job Creation Incentive Grant Project	\$ 32,880
Project Appropriations	
15-4927-549920 EC DEV – INCENTIVES/GRANTS	\$ 32,880
Total Project Appropriations – Economic Development Job Creation Incentive Grant Project	\$ 32,880

**Section 2:** The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget and any changes made during the County Commissioners' budget work sessions.

**Section 3:** The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

**ARTICLE ISECTION 4: THE COUNTY DESIRES TO EXPEND ITS OWN FUNDS FOR THE PURPOSE OF PAYING CERTAIN COSTS OF VARIOUS PROJECTS, FOR WHICH EXPENDITURES THE COUNTY REASONABLY EXPECTS TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT TO BE INCURRED BY THE COUNTY.**

**ARTICLE II**

**Section 5:** All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

**Section 6:** This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

**Section 7:** The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

**Section 8:** This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County. Copies of the Capital Project Ordinance shall be made available to the Budget Officer, the Project Manager, and the Finance Officer for direction in carrying out this project.

Commissioner Floyd made a motion to approve, seconded by Commissioner Smith. The motion unanimously passed.

COUNTY OF COLUMBUS FINANCIAL SUMMARY REPORT June 2023				
		Percent of Year Complete:		100.0%
GENERAL FUND (Annual Operating Budget)	FY 22/23	ACTUAL YTD	BALANCE	% COLLECTED
REVENUES	BUDGET	TOTALS	REMAINING	YTD
AD VALOREM TAXES	33,365,977	33,640,293	(274,316)	100.0%
COURT	112,681	103,263	9,418	91.5%
SALES TAX	16,202,896	10,446,004	5,756,892	64.5%
TAX ADMINISTRATION REVENUES	36,877	37,131	(254)	100.7%
NC JCPC PROGRAM - TEEN COURT	78,977	83,817	(4,840)	106.1%
ELECTION FEES	958	957	1	99.9%
REGISTER OF DEEDS	756,535	609,113	147,422	80.5%
SHERIFF	2,014,791	1,665,561	349,230	82.7%
DETENTION CENTER	428,365	444,312	(16,007)	103.7%
EMERGENCY MANAGEMENT	59,601	32,517	27,084	54.6%
INSPECTION	484,000	544,044	(60,044)	112.4%
ANIMAL CONTROL	36,200	38,826	(2,626)	107.3%
AIRPORT	587,000	467,685	119,315	79.7%
ECONOMIC DEVELOPMENT/PLANNING	13,000	12,625	375	97.1%
COOPERATIVE EXTENSION	3,000	3,022	(22)	100.7%
SOIL CONSERVATION	32,060	31,652	408	98.7%
DEPARTMENT OF AGING REVENUES	1,803,080	1,332,647	470,433	73.9%
HEALTH DEPARTMENT	3,391,296	3,430,414	(39,115)	101.2%
SOCIAL SERVICE	6,318,285	5,968,938	409,347	95.5%
VETERANS SERVICE	2,084	2,083	1	100.0%
PUBLIC SCHOOLS	39,000	24,053	14,947	61.7%
LIBRARY	209,599	211,987	(2,388)	101.1%
RECREATION	28,010	23,958	4,052	85.5%
MISCELLANEOUS REVENUES	1,297,805	1,427,466	(129,661)	110.0%
TRANSFER FROM REVENUES	680,527	680,527	-	100.0%
FUND BALANCE APPROPRIATED	9,932,286	9,828,747	103,539	99.0%
Total General Fund Revenues	77,915,033	71,031,643	6,883,390	91.2%

GENERAL FUND (Annual Operating Budget)	FY 22/23	ACTUAL YTD	BALANCE	% EXPENSED
EXPENDITURES	BUDGET	TOTALS	REMAINING	YTD

COURTHOUSE RENOVATION PROJECT	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
COURTHOUSE CAP PROJ REVENUES	7,767,194	3,917,495	3,849,709	50.4%
EXPENDITURES				
COURTHOUSE CAP PROJ EXPENDITURES	7,767,194	2,497,395	5,269,799	32.2%
HUD SECTION 8 RENTAL ASSISTANCE	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
	1,957,242	1,842,381	791,669	94.1%
EXPENDITURES				
	1,957,242	1,914,041	43,201	97.8%
TRANSPORTATION	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
	1,302,894	790,064	512,830	60.6%
EXPENDITURES				
	1,302,894	920,531	382,363	70.7%
DEBT SERVICE	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
	15,536,002	841,953	14,694,049	5.4%
EXPENDITURES				
	15,536,002	3,409,998	12,126,004	21.9%

FIRE DEPARTMENTS	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
	2,171,830	2,103,863	67,967	96.9%
EXPENDITURES				
Ad Valorem Taxes	2,171,830	2,097,245	74,585	96.6%
Special Appropriations	258,309	188,900	69,409	73.1%
	2,430,139	2,286,145	143,994	94.1%
AMBULANCE AND RESCUE UNITS	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
	849,681	766,010	83,671	90.2%
EXPENDITURES				
Ad Valorem Taxes	849,681	579,571	270,110	68.2%

GENERAL FUND (Annual Operating Budget)	FY 22/23	ACTUAL YTD	BALANCE	% EXPENSED
EXPENDITURES	BUDGET	TOTALS	REMAINING	YTD
GOVERNING BODY	287,579	286,630	30,749	89.7%
ADMINISTRATION	1,034,947	1,018,194	16,653	98.4%
PERSONNEL	574,630	581,503	(6,873)	101.2%
FINANCE	1,685,191	1,439,472	245,719	85.4%
TAX DEPARTMENT	1,678,937	1,573,681	105,256	93.7%
LEGAL DEPARTMENT	308,289	263,148	45,141	85.4%
NC JCPC PROGRAM - TEEN COURT	79,977	75,282	2,695	96.6%
FACILITY SERVICES	487,973	433,385	54,588	88.8%
ELECTIONS	472,604	424,735	47,869	89.9%
REGISTER OF DEEDS	715,048	681,782	33,266	95.3%
MANAGEMENT INFORMATION SYSTEM	499,850	482,700	17,150	96.6%
CENTRAL GARAGE	216,587	190,354	26,233	87.9%
PUBLIC BUILDINGS - ALL OTHER	3,362,732	1,980,939	1,401,793	58.6%
SHERIFF'S DEPARTMENT	9,702,791	9,186,864	515,927	94.7%
LAW ENFORCEMENT CENTER	5,337,929	4,789,171	548,758	89.7%
EMS	31,250	30,000	1,250	96.0%
EMERGENCY SERVICES	2,679,917	2,333,884	346,033	87.1%
CORONER MEDICAL EXAMINER	51,500	46,000	5,500	89.3%
ANIMAL CONTROL	817,558	655,377	162,181	80.2%
INSPECTIONS	637,624	535,052	102,572	83.9%
ECONOMIC DEVELOPMENT/PLANNING	345,985	336,695	9,290	97.3%
COOPERATIVE EXTENSION	427,646	359,633	68,013	84.1%
SOIL CONSERVATION	460,648	395,865	64,783	85.9%
DEPARTMENT OF AGING	296,271	272,700	23,571	92.0%
HEALTH DEPARTMENT	3,003,697	2,747,740	255,957	91.5%
SOCIAL SERVICES ADMINISTRATION	6,253,958	4,926,752	1,327,206	78.8%
PUBLIC ASSISTANCE PROGRAMS	8,977,418	6,644,287	2,333,131	95.3%
VETERANS SERVICE OFFICER	3,998,049	3,204,403	693,646	82.2%
EDUCATION	167,582	161,401	6,182	96.3%
LIBRARY	15,930,595	13,892,835	2,037,760	87.2%
RECREATION	1,573,576	1,497,489	76,087	95.2%
SPECIAL APPROPRIATIONS	598,887	555,387	43,499	92.7%
TRANSFER TO	1,073,920	828,199	245,721	77.1%
Total General Fund Expenditures	4,214,988	2,254,963	1,960,025	53.5%
Total Revenue over/(under) Expenditures	77,915,033	67,067,706	10,847,327	86.1%
		3,963,936		

\* Removed GASB 87 budget entries

WATER DISTRICTS I-V	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
WATER DISTRICT I	911,988	934,056	(22,068)	102.4%
WATER DISTRICT II	1,329,034	1,400,496	(71,422)	105.4%
WATER DISTRICT III	819,843	759,644	60,199	92.7%
WATER DISTRICT IV	994,388	1,032,883	(38,495)	103.9%
WATER DISTRICT V	919,515	1,063,843	(144,328)	115.7%
COMBINED WATER DISTRICT TOTALS	4,974,768	5,190,882	(216,114)	N/A
EXPENDITURES				
WATER DISTRICT I	911,988	709,904	202,084	77.8%
WATER DISTRICT II	1,329,034	956,287	372,747	72.0%
WATER DISTRICT III	819,843	542,878	276,965	66.2%
WATER DISTRICT IV	994,388	736,957	257,431	74.1%
WATER DISTRICT V	919,515	444,819	474,696	48.4%
COMBINED WATER DISTRICT TOTALS	4,974,768	3,390,845	1,583,923	N/A

SOLID WASTE	FY 22/23	YTD	BALANCE	% Collected
REVENUES	BUDGET	TOTALS	REMAINING	YTD
	6,329,032	5,728,991	600,041	90.5%
EXPENDITURES				
	6,329,032	4,913,201	1,415,831	77.6%
Excess revenue over/(under) expenditures	-	815,790		

CASH & INVESTMENTS

Cash:		
Central Depository - Trust	\$	4,213,536
Central Depository - NCCMT	\$	25,132,801
Water Districts - \$7,229,345		
Solid Waste - \$8,678,252		
Investments:		
Trust	\$	5,057,712
First Citizens Wealth Management		5,970,625
United Bank - CD		339,077
Dana Investments/TD Ameritrade		908,681
Multi Bank Securities		561,792
First Bank - CD		2,106,403
Total Investments	\$	14,944,290

FUND BALANCE

General Fund:		
Unavailable Fund Balance (per auditors)	\$	7,223,150
Committed and Assigned Fund Balance	\$	13,912,717
Unassigned Fund Balance	\$	12,443,374
Total Fund Balance	\$	33,579,241

General Fund Total Expenditure Budget	\$	77,915,033
Unassigned fund balance as % of Gen. Fd. Expend.		16.0%

Note: The Fund Balance computation listed above is unaudited.  
Final computation will be submitted when verified by Auditors



BUDGET AMENDMENT

FY 23/24

Name of Department: Health

Agency Head Signature: Kimberly R. Smith 07/24/23

Date Prepared / Submitted: July 13, 2023

Date Received in Admin:

Budget Code	Fund	Dept	Category	EXPENDITURES	Classification	Request
10	5126	512100		Public Health Infrastructure Salaries and Wages		\$150,000
10	5126	512700		Public Health Infrastructure Longevity		\$2,500
10	5126	518100		Public Health Infrastructure FICA		\$10,000
10	5126	518300		Public Health Infrastructure Retirement		\$15,000
10	5126	518300		Public Health Infrastructure Insurance		\$15,000
10	5126	518900		Public Health Infrastructure Christmas Bonus		\$1,000
10	5126	525105		Public Health Infrastructure Gas		\$1,000
10	5126	526001		Public Health Infrastructure Departmental Supplies		\$70,000
10	5126	531100		Public Health Infrastructure Travel		\$5,424
Total Net Expense						\$264,924

Budget Code	Fund	Dept	Category	REVENUES	Classification	Request
10	3510	440123		Public Health Infrastructure State Fund		\$264,924
Total Net Revenue						\$264,924

BUDGET AMENDMENT

FY 23/24

Name of Department: Columbus County Health Department

Agency Head Signature: Kimberly R. Smith 07/24/23

Date Prepared / Submitted: July 24, 2023

Date Received in Admin:

Budget Code	Fund	Dept	Category	EXPENDITURES	Classification	Request
10	5121	512100		CD Salaries and Wages		\$50,000
10	5121	512700		CD Longevity		\$1,500
10	5121	518100		CD FICA		\$6,500
10	5121	518200		CD Retirement		\$7,000
10	5121	518300		CD Insurance		\$7,000
10	5121	526001		CD Departmental Supplies		\$28,415
Total Net Expense						\$100,415

Budget Code	Fund	Dept	Category	REVENUES	Classification	Request
10	3510	430057		Comm Disease State		\$100,415
Total Net Revenue						\$100,415

Health Department

Agency Head Signature: Kimberly R. Smith 06/25/23

Date Prepared / Submitted: June 5, 2023

Date Received in Admin:

Budget Code	Fund	Dept	Category	EXPENDITURES	Classification	Request
10	5185	526001		OCAC Departmental Supplies		\$6,458
10	5174	526001		OBOW Departmental Supplies		\$6,458
Total Net Expense						\$12,917

Budget Code	Fund	Dept	Category	REVENUES	Classification	Request
10	3510	430038		Child Service Coordination		\$6,458
10	3520	433316		Maternal Health Coordinator		\$6,458
Total Net Revenue						\$12,916

Columbus County Health Department  
Requisition

\*Complete in detail and forward to Supervisor

-526001

Date: 5/30/23

Employee Requesting Expenditure: Mitye Ward

Source of Funds: ARPA Funds from Co.

Vendor: SH-I

Quantity Needed	Description of Item	Clinic	Item Number	Unit Price	Total Price	Quote #1 Vendor	Unit Price	Quote #2 Vendor	Unit Price
6	Lenovo Thinkpads			1247.00	7482.00				
12	Lenovo Monitors			175.51	2106.12				
6	Docking Stations			188.10	1128.60				
10	Wireless Combo Keyboard + mouse			45.90	459.00				
6	Carrying case			21.91	131.46				
6	Office Standard			296.00	1776.00				
Total Expenditure					12894.18		0.00		0.00

Mitye Ward  
Employee Signature

Supervisor Signature

Kim Smith  
Health Director Signature

053023  
Date



Pricing Proposal  
Quotation #: 23148284  
Created On: 2/28/2023  
Valid Until: 5/31/2023

NC-County of Columbus

Steve Wagner  
NC  
United States  
Phone: (910) 640 1396 x 113  
Fax:  
Email: swagner@columbusco.org

Inside Account Executive

Mike Cimilluca  
290 Davidson Ave  
Somerset NJ 08873  
Phone: 732-652-0262  
Fax:  
Email: mike\_cimilluca@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Lenovo ThinkPad L14 Gen 3 21C1 - Intel Core i7 1255U / 1.7 GHz - Win 11 Pro - Iris Xe Graphics - 16 GB RAM - 256 GB SSD TCG Opal Encryption 2, NVMe - 14" IPS touchscreen 1920 x 1080 (Full HD) - Wi-Fi 6 - thunder black - kbd: English Lenovo - Part#: 21C1004BUS	6	\$1,247.00	\$7,482.00
2 Lenovo ThinkVision S24e-20 - LED monitor - 23.8" (23.8" viewable) - 1920 x 1080 Full HD (1080p) - VA - 250 cd/m - 3000:1 - 4 ms - HDMI, VGA - raven black Lenovo - Part#: 62AEKAR2US	12	\$175.51	\$2,106.12
3 Lenovo - Docking station - USB-C - HDMI, DP - 65 Watt - Brown Box - United States - for ThinkCentre M70q Gen 3 11TY; ThinkPad T16 Gen 1 21CJ; X1 Yoga Gen 7 21CE Lenovo - Part#: 40B30090US	6	\$188.10	\$1,128.60
4 Lenovo Essential Wireless Combo - Keyboard and mouse set - wireless - 2.4 GHz - US - for ThinkCentre M920z AIO; V130-20IGM AIO; V330-20ICB AIO; V530-22ICB AIO; V530-24ICB AIO Lenovo - Part#: 4X30M39458	6	\$45.00	\$270.00
5 Lenovo ThinkPad Basic Topload - Notebook carrying case - 15.6" - black - for IdeaPad Flex 5 14ALC7 82R9 Lenovo - Part#: 4X40Y95214	6	\$21.91	\$131.46
6 Office Standard 2021 SLng LTSC Microsoft - Part#: 021-10695	6	\$296.00	\$1,776.00

\*Tax \$0.00  
Total \$12,894.18

\*Tax is estimated. Invoice will include the full and final tax due.

Commissioner Byrd made a motion to approve, seconded by Vice Chairman Coleman. The motion unanimously passed.



*\*the Blanket Purchase Order Policy is housed in the Clerk’s Office, also, in the 7.17.23 meeting minutes.*

**Agenda Item #14: SHERIFF’S OFFICE – APPROVAL to HOLD AN ADOPTION EVENT and RABIES CLINIC HALF-PRICE at the ANIMAL SHELTER:**

Sheriff Bill Rogers requested approval to hold an adoption event and rabies clinic both for half-price at the Animal Shelter on two separate dates in the month of August.

**MOTION:**

Commissioner Featherson made a motion to approve, seconded by Commissioner Floyd. The motion unanimously passed.

Dog Adoption	\$ 135.00
Cat Adoption	
Male	\$ 55.00
Female	\$ 75.00
Rabies Shots	\$ 10.00

**Agenda Item #15: EMERGENCY SERVICES – APPROVAL of the POINT and PAY SYSTEM ENABLING ONLINE PAYMENTS for ENVIRONMENTA, BUILDING INSPECTIONS, EMS, and PLANNING & ZONING:**

- THIS ITEM WAS REMOVED UNTILL A LATER DATE*

**Agenda Item #16: APPOINTMENTS/RE-APPOINTMENTS/REPLACEMENTS: STAFF is REQUESTING APPOINTMENTS, REAPPINTMENTS or REPLACEMENTS to the FOLLOWING BOARDS, COMMITTEES AND COUNCILS.**

Legend: EB =Entire Board  
Listed Zone # =Individual Commissioner

Zone I:	Barbara Featherson	Zone V:	Brent Watts
Zone II:	Chris Smith	Zone VI:	Ricky Bullard
Zone III:	Giles E. Byrd	Zone VII:	Scott Floyd
Zone IV:	Lavern Coleman		

COMMITTEE	ZONE EB	PERSON(S)	EXP.DATE	BOARD ACTION
Home and Community Care Block Grant for Aging Services Advisory Councils	II	Karen Thurman (unable to serve another term)	6/30/2022	HOLD
Home and Community Care Block Grant for Aging Services Advisory Councils	V	Henry Milligan	6/30/2022	HOLD
Home and Community Care Block Grant for Aging Services Advisory Councils	V	Tommy Spivey	6/30/2022	HOLD
Home and Community Care Block Grant for Aging Services Advisory Councils	VII	VACANT	Needs district VII appointee	HOLD
Juvenile Crime Prevention Council	III	Byrd – Appointee VACANT	6/30/2024	VACANT
Juvenile Crime Prevention Council	VII	Floyd – Appointee Edward Squires	6/30/2024	Approved by Board
Juvenile Crime Prevention Council	EB	Commissioner Appt. Laverne Coleman	6/30/2024	Scott Floyd will Replace Lavern Coleman MOTION: 1-Coleman 2-Smith

**RECESS REGULAR SESSION and enter into COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V.**

**MOTION:**

At 7:05 P.M. a Motion was made by Commissioner Floyd and second by Vice Chairman Coleman to recess regular session and enter into Columbus County Water and Sewer Districts I, II, III, IV and V.

**Agenda Item #17: APPROVAL of WATER and SEWER COMBINATION MINUTES:**

- **June 19<sup>th</sup>, 2023**
- **June 26<sup>th</sup>, 2023**
- **July 17<sup>th</sup>, 2023**

**MOTION:**

Commissioner Byrd made a motion to approve, seconded by Commissioner Floyd. The motion unanimously passed.

**Agenda Item #18: WATER and SEWER DISTRICTS I, II, III, IV, and V – APPROVAL of the 1<sup>ST</sup> READING of the PUBLIC UTILITIES CUSTOMER SERVICE POLICY AMENDMENT #3:**

Public Utilities Director Harold Nobles requested approval of the Public Utilities Customer Service policy amendment #3 with required revisions regarding Meter Tampering Fees.

**MOTION:**

Commissioner Smith made a motion to approve, seconded by Vice Chairman Coleman. The motion unanimously passed.

**COLUMBUS COUNTY**

**CUSTOMER SERVICE POLICY**

**COLUMBUS COUNTY COLLECTION CENTER**

**A. SERVICE APPLICATION**

Residential Accounts

Columbus County requires a completed Application for Service (attached), signature and deposit to start water service. With the application, we will need a copy of your Driver’s License or state issued ID, payment of \$50.00 for property owner and \$100.00 for renter’s deposit, and copy of lease/purchase agreement or form entitled Property Owner/Landlord Transfer of Responsibility for Account Charges. Also, please fill out the part on the application that indicates whether you are owner of the house or renter. You will need to speak with one of our customer service representatives to obtain the deposit amount required with your application. Our customer service representatives are available via telephone from 8:30 a.m. to 5:00 p.m., Monday through Friday, at 910-642-5257.

Same day service for existing customers can be done as long you stop by our office prior to 2:00 PM, Monday through Friday. Otherwise, the service may be provided the following business day.

If the owner/resident has a meter (County owned equipment) located inside a locked fence/gate the owner/resident must provide a key to the Public Utilities Department for entry. The owner/resident is required to ensure the work area around the meter/water line is safe for workers to perform their duties and shall not block or impede access to the meter/water line. If the meter/water line is inaccessible to workers in the Public Utilities Department, services may be discontinued.

**The security deposit is non-transferable and shall be non-interest bearing.**

The deposit will be applied to the final bill when the account is closed. Customers who have multiple accounts (apartment complexes, etc.) are required to maintain a deposit equal to the deposit outlined in the adopted budget. Customers who have multiple accounts and are renting the property are required to pay an additional security deposit.

If the customer disconnects one account to relocate to another account within the County, the security deposit will be transferred to the new account when all previous balances at the former account are paid in full. Otherwise, the customer will be required to pay an additional security deposit on the new account. If the customer relocates without notification to the Public Utilities staff, leaving a balance on their account, then the balance on the previous account

can / will be transferred to the current account and will be required to pay in full at the time of the new account being established.

The customer shall receive a final bill reflecting the total amount owed to Columbus County for said account.

Upon notification of the death of the customer/account holder, services will be disconnected within ten (10) days of the date of said notice. If a family member (next of kin) or the Personal Representative of the customer/account holder's estate provides a death certificate along with one of the following: Letters Testamentary, Letters of Administration, Affidavit of Collection, or (if no estate has been opened), a letter from the family member stating that the letter-writer is an heir of the estate and is authorized to transfer water service into his/her name, then the account can be reopened in his/her name by following all requirements of the "Residential Service" policy mentioned above. Deceased customer's security deposit or credit balance is refunded to their estate through the Clerk of Court.

**Commercial/ Industrial / Institutional Accounts**

Columbus County requires a completed Application for Service (application), signature, security deposit and a copy of the rental agreement (if applicable) to start water service. Application for Service for all commercial, industrial, and institutional accounts must also be approved by the Planning Department.

**The security deposit is non-transferable and shall be non-interest bearing.**

Upon notification of the death of the owner/representative, services will be disconnected within ten (10) days of the date of said notice. If a corporate member (next of kin) or the Personal Representative of the customer/account holder's estate provides a death certificate along with one of the following: Letters Testamentary, Letters of Administration, Affidavit of Collection, or (if no estate has been opened), a letter from the family member stating that the letter-writer is an heir of the estate and is authorized to transfer water service into his/her name, then the account can be reopened in his/her name by following all requirements of the policy for the "Application for Service" for commercial, industrial, and institutional accounts. Deceased customer's security deposit or credit balance is refunded to their estate through the Clerk of Court.

**B. ACCOUNT BILLING**

Columbus County shall ensure that all customer's meters are read in a manner which provides the County with the most efficient use for personnel. Each customer shall be billed for water usage during a specified billing period, along with all other applicable fees and charges.

**1. UTILITY PAYMENT SCHEDULE REVISED**

In order to serve customers better and to have a clearer payment schedule, Columbus County is updating its Utility Payment Schedule/Policy. The changes are as follows:

- The billing date for Columbus County's utility bill will be mailed by the 8th of each month following the billing month(s). The customer understands and agrees that the County shall not be liable for the delivery of the mail through the United States Postal Service (USPS). If the customer does not receive his or her bill within a reasonable period of time it shall be the responsibility of the customer to contact the Columbus County Collection Center to acquire a current account balance due to Columbus County, at which time the customer shall make payment in full.
- Bills will now be due upon receipt. If payment is not received by the beginning of business (8:30 a.m.) on the 6<sup>th</sup> of the following month, a \$35.00 late fee penalty will be applied to the affected account on the 6<sup>th</sup> (at the beginning of the business day 8:30 a.m.) of the month.
- If payment for the month that had a late fee applied is not received along with the late fee by the close of business (5 p.m.) on the 20<sup>th</sup> of the following month, a cut-off order shall be issued on the 21st (at the start of business 8:30 a.m.) to the Public Utilities Department for the termination of service.
- A delinquent fee shall be charged on the day of cut off for any account in arrears. The delinquent fee is based on the Rate Fee Schedule that is in effect at the time of cut off.
- Once a customer's account is placed on the cut-off list, the past due amount including any other fees along with current balance must be paid in full before service is restored.

Columbus County is making these changes to better serve its customers and to make the late fee/utility cut-off policies and procedures more clear. If anyone has any questions about this matter, please call the Columbus County Collection Center at 910-642-5257.

**2. WATER CONNECTIONS:**

Connections to the County water system may be authorized by the Columbus County Collection Center with payment of proper fees (deposits, late fees, reconnect fees etc.,). All transactions that occur prior to 2:00 PM will be handled the same business day. Transactions that occur after 2:00 PM will be handled the next business day.

New water connections requiring a tap will be handled after completion of an Application for Service and payment of all fees and deposits. Service is usually provided within 10 to 15 business days, weather permitting, after the customer request.

If water connections for a customer crosses other property lines, it is the responsibility of the customer to secure all easements and other legal documents at their expense to permit the connection to occur.

If more than one heir is identified for a property that is requesting a water connection, all identified heirs are required to provide notarized permission to allow one of the heirs to request connection to the water system.

By requesting water service and payment of a connection fee, the recipient of water service hereby understands and agrees to pay the minimum monthly water bill whether connected to the system or not and using water after such is made available to the dwelling for a minimum of five (5) years.

If a customer requests to be disconnected from the Columbus County public water supply system and the service materials have already been installed on the property, the customer will not be disconnected until they have paid the base rate fee for a minimum of five (5) years. If after five (5) years the customer requests disconnection, they will be required to pay a \$250 fee prior to Public Utilities performing the disconnection and removing the service from the property. Disconnections will be evaluated on a case by case basis by the Columbus County Administration Office.

The County agrees to deliver water to the meter(s) that is servicing the customer's premises at a minimum pressure of twenty (20) pounds per square inch (psi), but shall not be held liable or responsible for any damage in or on the customer's property resulting from system pressures greater than twenty (20) psi.

The Property Owner, Customer, and/or Renter agrees that no other present or future source of water shall be connected to any water lines served by the County's public water supply system. The Property Owner, Customer, and/or Renter shall disconnect from any present water supply prior to connection to and switching to the County's system and shall eliminate any present or future cross-connection in the customer's system. Any Property Owner, Customer, and/or Renter found to be in noncompliance with these Rules and Regulations may have water service(s) terminated, if deemed necessary by the County, until which time the cross-connection(s) is eliminated.

### 3. EQUIPMENT DAMAGES:

When the water service tap installation fees have been paid, the Public Utilities Department is responsible for installing the meter box, lid, meter, battery pack, cable, adaptor clip, antenna, locking nut, insulated sleeve, and setter to provide water services to the Property.

The Customer shall reasonably guarantee proper protection for all property owned and controlled by the Public Utilities Department, and placed on the Customer's premises by the Public Utilities Department or any predecessor in interest to the Public Utilities Department and shall permit access to it only by authorized representatives of the Public Utilities Department.

In the event that any loss or damage to such property or any accident or injury to persons or property is caused by or results from negligence or wrongful act of the customer, his agents, or employees, the cost of the necessary repairs or replacements shall be paid by the Customer to the Public Utilities Department and any liability otherwise resulting shall be assumed by the Customer.

The Customer has the right to dispute the equipment damage fee. The Customer is required to contact the Columbus County Collection Center (306 South Madison Street in Whiteville at 910-642-5257) to discuss their concerns. The Columbus County Collection Center will submit the customer's concerns to the Public Utilities Director and/or Assistant Public Utilities Director for review and determination. If approved by the Public Utilities Director and/or Assistant Public Utilities Director, the Customer may be granted a one-time equipment damage waiver and will be exempted, in that singular instance, from any financial responsibility for any damages incurred from neglect, misuse, abuse, or any other intentional act made to the water tap equipment. The Customer will be required to sign a document confirming the waiver, prior to any release of charges, with the understanding that if any future damages are incurred,

the customer will be responsible for any and all damaged equipment and all charges associated with the damaged equipment will be automatically billed to the customer’s utility account.

**4. TAMPERING WITH METERS AND CUTOFFS:**

No person, except a duly authorized employee of the Public Utilities Department, shall turn the cutoff installed in each meter box nor shall any person construct or have constructed any bypass around any meter except as may be installed and sealed by the Public Utilities Department. The fact that water is cut on to any premises by an occupant thereof without the prior knowledge of either the Public Utilities Department or the owner shall not relieve such premises of liability for such unauthorized use of water. The Public Utilities Department may, in addition to prosecution by law, permanently refuse service to any customer who tampers with a meter or other measuring device.

Any person violating any of the provisions of meter tampering shall be guilty of a Class I Misdemeanor and upon conviction thereof shall be fined not more than five hundred dollars (\$500.00) or imprisoned not longer than two years, or both fined and imprisoned not longer than two years, or both fined and imprisoned, in the discretion of the court. See Section 14-151.1 (c) of the North Carolina General Statute.

If the seal is broken on any locked meter and water is used, the following types of fees will be applied to the customer’s water service account and must be paid in full before any reconnections are made to the water system:

- Locking Device Replacement Fee
- Damaged Equipment Fee
- Component Replacement Fee
- Meter Replacement Fee

All fees for the Locking Device Replacement, Damaged Equipment, Component Replacement, and Meter Replacement are recorded in the Rates & Fees Schedule for the Public Utilities Department and are updated annually during the budget process.

**5. FEES, PENALTIES, CHARGES:**

All fees, penalties, and charges shall be listed as part of the rate schedule and shall be set from time to time by the Columbus County Board of Commissioners as deemed necessary.

**6. EXTENSIONS:**

An extension of payment due date may be given to those customers determined to be in ***“good fiscal standing”*** with the Public Utilities Department. A customer in ***“good fiscal standing”*** shall be defined as any customer with no prior extensions, no returned check(s), and no service terminations for non-payment during the previous twelve (12) consecutive month period or since becoming a customer with Columbus County, whichever is less. The amount extended shall be paid in full on or before the 1<sup>st</sup> day of the following month or by an agreement with the Finance Director or his designee

**7. PAYMENT ARRANGEMENTS:**

Payment arrangements may be available to residential utility customers when billing exceeds more than double the highest billing within a twelve (12) month period. Financing of exceedingly high bills shall be 0% interest, with a down payment of 25% of balance requiring financing, and not to exceed a term of more than 6 months.

Financed amounts will be billed monthly in addition to each months current billing. Financed amounts and current bill must be paid each month prior to due date to avoid any late payment or delinquent fees being assessed on the account. In order to qualify for financing/payment arrangements, the customer’s account must be in good standing and shall not have been cut off for non-payment within the preceding twelve (12) month period.

**8. AUTHORIZATION OF EXTENSION OR PAYMENT ARRANGEMENT:**

The Finance Officer, or their designee, shall have the authority to approve extensions or financing of payment arrangements.

**C. ACCOUNT BALANCE:**



In the event a customer disconnects his or her service or the Public Utilities Department disconnects the service, for any reason, the account balance due for water usage, late penalties, and all other applicable fees are the sole responsibility of that customer. The Finance Department shall review all outstanding debt owed to the County for water services provided. Each month, the Finance Department shall make the following attempts to collect outstanding debt:

1. The Columbus County Collection Center shall send to the customer a monthly bill. Customer is to make payment in full by the 5<sup>TH</sup> of each month. If no response; then,
2. The Department shall transfer the security deposit to the customer's account, if any outstanding balance still remains; then,
3. The Department shall send notification to Debt Set-Off; a program with the North Carolina Treasurer's Department, for payment to collect from IRS for any tax refunds or lottery winnings that customer may receive which will go toward the utility bill.
4. The Department shall notify other utility operation systems throughout the State of North Carolina of this customer's indebtedness to the County.
5. All customers that have been disconnected with outstanding account balances shall **NOT** be reconnected until all indebtedness is paid in full to the County.
6. The late fee and/or delinquent fee may be waived if the customer's account has never been assessed any penalties during the life of the account. Thereafter, a late fee and/or delinquent fee may be waived once only if the customer signs up for Automatic Clearing House (ACH Draft).

**RELEASES OF UNCOLLECTED UTILITY BILLS:**

All utility bills are to be presented to Columbus County Board of Commissioners for release consideration after they are three (3) months old and all possible collection methods have been exhausted. If the customer attempts to reinstate a utility account after the outstanding bill is released, the outstanding amount must be paid in full prior to any new services being activated.

**D. ADJUSTMENTS:**

**1. DEFINITIONS**

**The Customer side** shall be defined as that side of the meter (house side) where the customer connects to the meter provided by the County and beyond.

**The County's side** shall be defined as that side of the meter, including the meter, where the County service line (highway side) connects to the meter and back to the main.

A water bill adjustment will not be provided when the following criteria are met:

- a. Leaks from exposed piping will not be considered for a leak adjustment.
- b. All metered water loss due to negligence on the part of the user will be charged at the normal rate, and no adjustment of the bill shall be made.

A water bill adjustment will be provided when the following criteria are met:

- a. All water line repairs on the customer's side have been completed.
- b. Evidence of repairs such as plumbing bills and/or a statement from the plumber or customer that the leak repairs have been completed.
- c. Adjustments can be given for leaks on amounts exceeding the average bill based on a calculation of the preceding twelve (12) months if the adjustment exceeds \$50.00.
- d. Only one adjustment shall be made in a twelve (12) month period. If the leak is reflected on two consecutive water bills, adjustments will be made on both bills.
- e. If the customer receives an excessive water bill and the cause is a defect in a water meter, the water bill shall be the average for the previous twelve (12) months. Defects will be confirmed by staff with the Public Utilities Department.

**2. LEAKS ON CUSTOMER'S SIDE OF METER:**

In the event that a leak occurred on the customer's side of the meter, customer is to make the repair(s) within (15) fifteen days of the leak. Customer shall obtain a Leak Repair Statement (obtained from the Columbus County Collection Center), explain the repairs and sign it that the leak repairs have been made. The customer's account will be adjusted to the average monthly minimum usage of the past twelve (12) months. Any leak

repair(s) that are not completed within the (15) fifteen-day period will forfeit the leak adjustment. All leak adjustments must be approved and signed by the Finance Director or his designee.

**3. REPAYMENT:**

Repayment of this extraordinary balance can be paid in full or the amount due may be paid in installments, so long as it is approved by the Finance Director or his designee. The period of time allowed for the repayment of this extraordinary balance shall not exceed three (3) consecutive billing periods.

**E. DAMAGE LIABILITY:**

The County shall not be liable for damage of any kind resulting from water or the use of water on the customer's property, unless damage results directly from negligence on behalf of the County. The County shall not be responsible for damages done by or resulting from any defect in the piping, fixtures, appliances, etc. on the customer's property.

The County shall not be responsible for negligence of third parties or forces beyond the control of the County resulting in any interruption of service. Otherwise, under normal conditions, all potentially affected customers shall be notified in advance of any interruption of service.

Customers who tamper or damage County meters (including all components thereof) and etc., will be reported to appropriate law enforcement and will be charged the appropriate fees as approved by the County Commissioners which will include the actual cost involved to repair/replace the property (see rate fee schedule). All applicable charges will be billed to the customer, along with their monthly water bill, and payment will be due by the due date printed on the bill. If payment is not received by the due date, a cut-off order will be issued during normal business hours to the Public Utilities Department for the termination of service.

Customers who intentionally tamper with the meter a second time or steal water that is County property will have their service removed immediately and be reported to appropriate law enforcement agency for investigation. In order to reconnect to the County water system, they will be responsible for paying for new service at the current rate and pay all outstanding balances.

**F. SEPARATE WATER CONNECTIONS AND METERS REQUIRED:**

Each building shall have a separate meter, and where practicable, shall have a separate water lateral. In the event that one lateral is used for two (2) dwellings, commercial or industrial buildings, or used to serve two or more meters for the same dwelling, commercial or industrial buildings, a separate cut-off shall be provided for each meter.

However, there shall be an exception to the requirement for separate water meters in the case of groups of mobile homes or apartment developments under single ownership. In the case of said groups of mobile homes or apartment developments of more than ten (10) units, one (1) meter may be used for the entire project unless additional meters are requested by the property owner or deemed necessary by the Public Utilities Department, and the following conditions shall be met:

1. All bills will be rendered to the Owner of the property.
2. The bill will be calculated by a minimum charge for the master meter, which shall be based on the number of units served times the minimum charge per standard ¾ inch meter. The remaining bill shall be based on the total consumption passing through the master meter times the unit commodity charge.
3. Should any portion of the development be sold; the owners shall be responsible for paying whatever additional costs would be involved in bringing the divided development into compliance.
4. Cost of service shall be included in the rent/lease of each unit, and no individual meters shall be allowed.
5. In the case of group mobile homes or apartment developments where ten (10) or fewer units are involved, and where ownership is in one party, the owner may elect to have a single meter used for the entire project. Where such election is made the owner shall comply with the conditions set forth as 1, 2, 3, and 4 above.

**G. PROFANE, INDECENT, AND THREATING CALL:**

It is against North Carolina General Statute 14-196 to use “*profane*, indecent or threatening language to any persons over the telephone; annoying or harassing by repeated telephoning or making false statement over the telephone.”

If a call of this nature is received, do the following:

- 1. At the first profane or indecent word, ask the caller to please refrain from that type of language. If the profane or indecent language continues, politely inform the caller that if that type of language does not cease that the call will be terminated.
- 2. Document the occurrence including the caller’s name, address and telephone number, if known. Report incident to your supervisor, including the above information.
- 3. If the calls continue, notify your supervisor.

Adopted and effective this the 21<sup>th</sup> day of August, 2023.

\_\_\_\_\_  
Ricky Bullard, Chairman

\_\_\_\_\_  
Amanda B. Prince, Staff Attorney

**Agenda Item #19: WATER and SEWER DISTRICTS IV, and I – APPROVAL of TRANSFER of SCIF GRANT FUNDS from WATER DISTRICT iv INFRASTRUCTURE CAPITAL PROJECT to WATER DISTRICT I INFRASTRUCTURE CAPITAL PROJECT:**

Public Utilities Director Harold Nobles requested approval to Transfer of SCIF Grant Funds from Water District IV Infrastructure Capital Project to Water District I Infrastructure Capital Project to help cover the cost of the well installation at South Columbus High School. The total transfer of funds will be \$577,277.00.

*\*Commissioner Byrd asked about why funds were being taken from Water District IV.*

*\*Assistant County Manager Gail Edwards explained that when SCIF funds were initially distributed, Water District IV received more than any of the other 4 Water Districts and that recent events with previously failed test wells in the South Columbus area, that this final well is their last chance to get a needed well at South Columbus High School. Therefore, Water District I desperately needed the SCIF Grant Funds.*

**MOTION:**

Commissioner Byrd made a motion to approve, seconded by Vice Chairman Coleman. The motion unanimously passed.

**TRACKING NUMBER: 17-20230807-O19a**

\_\_\_\_\_  
COLUMBUS COUNTY, NORTH CAROLINA  
  
Ordinance making appropriations to the Columbus County Water District IV  
Infrastructure Capital Project Fund  
  
for the Fiscal Year beginning July 1, 2023  
  
\_\_\_\_\_

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

**Section 1:** The following amounts are hereby made to the Columbus County Water District IV Infrastructure Capital Project pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2023.

Source of Revenue

52-3624-498094 TRANSFER FROM SCIF GRANT 20165	\$ -577,277
Total Estimated Revenues – WATER DISTRICT IV INFRASTRUCTURE CAPITAL PROJECT	\$ -577,277
Project Appropriations	
52-7204-558038 WATER INFRASTRUCTURE – DIST IV	\$ -577,277
Total Project Appropriations – WATER DISTRICT IV INFRASTRUCTURE CAPITAL PROJECT	\$ -577,277

**Section 2:** The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget and any changes made during the County Commissioners' budget work sessions.

**Section 3:** The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

**ARTICLE IISECTION 4: THE COUNTY DESIRES TO EXPEND ITS OWN FUNDS FOR THE PURPOSE OF PAYING CERTAIN COSTS OF VARIOUS PROJECTS, FOR WHICH EXPENDITURES THE COUNTY REASONABLY EXPECTS TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT TO BE INCURRED BY THE COUNTY.**

**ARTICLE IV**

**Section 5:** All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

**Section 6:** This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

**Section 7:** The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

**Section 8:** This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County. Copies of the Capital Project Ordinance shall be made available to the Budget Officer, the Project Manager, and the Finance Officer for direction in carrying out this project.

This Capital Project shall become effective on August 7, 2023.

ADOPTED, this 7th day of August, 2023.

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Ricky Bullard, Chairman  
Columbus County Board of Commissioners

\_\_\_\_\_  
Jana Nealey, Clerk to the Board

**TRACKING NUMBER: 18-20230807-O19b**

**COLUMBUS COUNTY, NORTH CAROLINA**  
**Ordinance making appropriations to the Columbus County Water District I**  
**Infrastructure Capital Project Fund**  
**for the Fiscal Year beginning July 1, 2023**

BE IT ORDAINED by the Board of Commissioners of Columbus County, North Carolina as follows:

**Section 1:** The following amounts are hereby made to the Columbus County Water District I Infrastructure Capital Project pursuant to G.S. 159 -13.2 for the fiscal year beginning July 1, 2023.

Source of Revenue

45-3621-498094 TRANSFER FROM SCIF GRANT 20165	\$ <u>577,277</u>
Total Estimated Revenues – WATER DISTRICT I INFRASTRUCTURE CAPITAL PROJECT	\$ <u>577,277</u>
Project Appropriations	
45-7201-558035 WATER INFRASTRUCTURE – DIST I	\$ <u>577,277</u>
Total Project Appropriations – WATER DISTRICT I INFRASTRUCTURE CAPITAL PROJECT	\$ <u>577,277</u>

**Section 2:** The project undertaken pursuant to this ordinance is in accordance with the Recommended Budget and any changes made during the County Commissioners' budget work sessions.

**Section 3:** The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy all applicable regulations. The terms of any financing agreement also shall be met.

**ARTICLE VSECTION 4: THE COUNTY DESIRES TO EXPEND ITS OWN FUNDS FOR THE PURPOSE OF PAYING CERTAIN COSTS OF VARIOUS PROJECTS, FOR WHICH EXPENDITURES THE COUNTY REASONABLY EXPECTS TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT TO BE INCURRED BY THE COUNTY.**

**ARTICLE VI**

**Section 5:** All expenditures relating to obtaining any bond referendum and or installment purchase will be reimbursed from bond proceeds and installment purchase proceeds in accordance with the requirements of the United States Treasury Regulations Section 1.150 -2.

**Section 6:** This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

**Section 7:** The County intends to seek Federal, State, and/or other grant funding to reduce the amount of loan proceeds. The adoption of this ordinance authorizes the County Manager and/or his representative to apply for and accept such funding if awarded.

**Section 8:** This project ordinance shall be entered in the minutes of the Board of Commissioners of Columbus County. Within five days hereof, copies of this ordinance shall be filed with the finance office in Columbus County, and with the Clerk to the Board of Commissioners of Columbus County. Copies of the Capital Project Ordinance shall be made available to the Budget Officer, the Project Manager, and the Finance Officer for direction in carrying out this project.

This Capital Project shall become effective on May 1, 2023.

ADOPTED, this 1st day of May, 2023.

\_\_\_\_\_  
Ricky Bullard, Chairman  
Columbus County Board of Commissioners

\_\_\_\_\_  
Jana Nealey, Clerk to the Board

**ADJOURN COMBINATION MEETING OF Columbus County Water and Sewer Districts I, II, III, IV AND V BOARD MEETING.**

**MOTION:**

Commissioner Floyd made a motion to approve, seconded by Commissioner Featherson. The motion unanimously passed.

**Agenda Item #28:    COMMENTS:**

**A.   Board of Commissioners**

**Commissioner Byrd commented:**

I noticed that all of the Tax Notices went out about the 5<sup>th</sup> or 6<sup>th</sup> day of August, I was wondering, the 2% discount is only for the month of August so, I wanted to know why they went out late. Also, I want to encourage people to do that because the 2% discount can be helpful and we need to get people to pay them as early as we can and maybe the Newspaper can help.

**Vice Chairman Coleman commented:**

We have been getting a lot of complaints about trash on the Road in the east end and the south end, everywhere. I want to ask the citizens to please watch out for those who are throwing stuff out and be vigilant in helping and not doing that. Also, thank all the citizens and county employees for what you do.



**Commissioner Featherson commented:**

I also would like to mention the trash on the road and ask citizens to not do that. I saw 2 sets of mattresses thrown on the side of the road. If someone can do that they can take it to the landfill. School is starting very soon and so be mindful of that. If you missed the supply drive for the school children this year, there will be another one August 12th at Southeastern Community College. I'd like to thank Dr. English for the Truck Driving School at Fair Bluff, thank you for selecting Fair Bluff, and thank you for the Welding School as well. It's very needed in our area to develop a variety of skill sets and get our people working. Welcome to the Todd Clothing Store that is new downtown, they have some nice things there and I encourage citizens to visit. Thank the Sheriff and everyone who visited the Mt. Olive School Fun day, we had a crowd. It was really nice.

**Commissioner Floyd commented:**

I just want to encourage everyone to participate in the Veterans Fundraiser plate sale at the Sheriff's Department August 25<sup>th</sup>, we have some tickets so you can join in!

**Chairman Smith commented:**

I had a complaint about getting a tax notice with no description on it, I opened mine and it did not have a description as well. The tax office said that mine was for a boat and that they were going to get a description on the tax bills next year.

**Chairman Bullard commented:**

I'd like to say that the meeting with the hospital went well today, and we are glad to work with them as they grow and make this community better.

**B. County Manager****County Manager Eddie Madden commented:**

I do have a few things to go over with you at this time, and I do want to say thank you to the Board and Staff for their participation this afternoon coming in early for closed session and then attending the audit presentation in Columbus Regional Hospital. As a reminder, we have a ribbon-cutting coming up on the 24th of this month at 9 AM at Tabor city school. I know everyone's looking forward to that ribbon cutting ceremony and opening the new school there. I had in my notes to remind everybody about tax bills going out, obviously you already know that, you received them and my main reminder was for the collection center Location here on this campus downtown Whiteville building A on Webster Street or Madison depending on which direction you were coming from. We've already started to see some tax bills coming in and payments being made at that location. Things are running smoothly but if you hear complaints, please let us know and we will address those very quickly. At both building A and B you'll notice a change in the décor, staff members Miss Tina Worley from the tax office has been helping with some decorating and staying within the budget and she has been doing a great job and tastefully as well, especially in the lobbies, particularly in this building and across the street in the A Building and it turned out to be very impressive and I think you all will appreciate that when you see it, and please tell Miss Tina Worley How much you appreciate her work and dedication as well. On the 21st of this month we have a significant meeting with you all to talk about the Water System Master Plan, a workshop has been scheduled or will be scheduled for the regular meeting on August 21<sup>st</sup>, to go over it with Green Engineering at 4 o'clock so, go ahead and circle that on your calendars because there's a lot of information to cover and hopefully, we'll be able to recommend the approval later that night. Chadbourn School bid remains open through the 10th just a couple more days from now so far only the original bid has been received and we're encouraging anyone interested in purchasing the property to the place a bit before the end of the day on August 10<sup>th</sup>, 2023. DSS directors position remains open until the 18th of this month so if you know of someone who would make a qualified candidate for the position please encourage them to do that. I certainly would like to have multiple applications to be able to select from a well-qualified pool. It's our understanding the elevator renovations are complete now although it is not in service tonight, we are awaiting approval from the department of labor and possibly a couple of punchlist items that remain to be fixed, but hopefully by the time we meet next time, this elevator will be in service and you will not have to take the stairs. Also, we appreciate our Representative Jones, I called him last week to see if he could possibly help expedite that inspection and he's offered to do so. He has already spoken with the labor commissioner about it. I do want to congratulate Doctor English and the fire staff and it's community college for the opening of the truck driver training facility in fair bluff, and the welding lab, which has been put in the service and will be circulated amongst the high schools, introducing them to the field of welding and

practical skills that come with that, so very good outcome for the community college, and for the community at large. With schools returning later this month, we want to encourage everyone to be mindful of children crossing at intersections in watching out for both busses, that will be on the road and we will meet again on the 21st and I will remind everyone at that point as well. The A- Building third-floor renovations in the lab or are nearing completion and if the carpet is done by now it will be this week. Everything else is pretty much finished with the renovations and in that building and of course some of Dr. Lanier’s staff already occupy a portion of the space and the collection center is downstairs so, what we’d like to do is invite you all to come when you can and we will give you a tour of the facility because we will likely be opening up to the public in the very near future. If you want an early glance then we would encourage you to come by, let us give you a tour of A building that has been renovated for less than a half million dollars. It was originally budgeted for 4.3 million and has been done with the resources of the counties facility services and our IT department everyone has pitched in to make that project a tremendous success.

**Agenda Item #29:    ADJOURNMENT:**

**MOTION:**

At 7:14 P.M., Commissioner Smith made a motion to adjourn; seconded by Commissioner Floyd The motion unanimously passed.

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JANA NEALEY, Clerk to the Board

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RICKY BULLARD, Chairman