

COLUMBUS COUNTY BOARD OF COMMISSIONERS**Monday, September 18, 2017****6:30 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, for the purpose of conducting two (2) Public Hearings and their regularly scheduled meeting on the third Monday.

COMMISSIONERS PRESENT:

James E. Prevatte, **Chairman**
 Amon E. McKenzie, **Vice Chairman**
 Giles E. Byrd
 P. Edwin Russ
 Trent Burroughs
 Ricky Bullard
 Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, **County Manager**
 Mike Stephens, **County Attorney**
 June B. Hall, **Clerk to Board**
 Bobbie Faircloth, **Finance Officer**

6:30 P.M.**PUBLIC HEARING:**

FY2017 CDBG-Infrastructure Grant for \$1,000,000 for Public Waste Water Collection Service to Old Dock Elementary School: the purpose of this Public Hearing is to give citizens the opportunity to provide oral and written comments on the County's past and proposed use of CDBG funds.

TIME OPENED:

At 6:30 P.M., Chairman James E. Prevatte opened the Public Hearing and stated this Public Hearing is for FY2017 CDBG Infrastructure Grant for \$1,000,000 for Public Waste Water Collection Service to Old Dock Elementary School. The purpose of the Public Hearing is to give citizens the opportunity to provide oral and written comments on the County's past and proposed use of CDBG funds. Chairman Prevatte requested that Michael H. Stephens, County Attorney, orally read the Policy for Comments at Public Hearings. Mr. Stephens orally read the policy in its entirety.

COMMENTS:

Chairman Prevatte opened the floor for comments. The following spoke.

1. **Mike Scott, Green Engineering:** stated the following:

This public hearing on Monday, September 18, 2017, will provide an explanation and description of the 2017 North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I) for Schools program.

We are present to discuss the purpose of the public hearing for the Columbus County CDBG-I School funding application. The purpose of the public hearing is to obtain citizen's views and to allow response from the public to funding proposals and answer any questions posed by citizens. This public hearing will cover Columbus County'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 the North Carolina.

Columbus County proposes to request funding from NCDEQ'S CDBG-I program for Old Dock Elementary School Wastewater project. The purpose of the CDBG-I grant program is:

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 2017 the CDBG-I School funding available is expected to be \$ 4.5 million dollars. The maximum available grant is up to \$1 million. Applications for funding will be received no later than November 1, 2017. It is a one-time funding cycle.

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 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.
- Project 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 extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

Columbus County is seeking an amount in CDBG-I School funds not to exceed \$1,000,000 for the Old Dock Elementary School Wastewater Project. The total project cost estimate is approximately \$1,577, 640. The purpose of the County's request is to provide public wastewater service to the Old Dock Elementary School that will replace a failing on-site wastewater collection system. This project involves extending approximately 32,000 feet of 8-inch sewer force main with the construction of one sewer pump station. This project will provide sanitary wastewater service to the school's students, faculty and staff. Further, this project will eliminate a costly and potentially unhealthy condition posed by the school's existing wastewater system.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in Columbus County has been determined to have a LMI percentage of approximately 60%. This percentage was determined by conducting a survey of the school population, including student's families, faculty and staff as well as the houses along the proposed route of the new sewer force main. The project area begins at an existing 8-inch sewer force main on NC Hwy 905 (Seven Creeks Hwy.) near Nakina School and extends east on Happy Home Road and Ervin T. Richardson Road and north on NC Highway 130, terminating at Old Dock Elementary School. The range of activities covered by the CDBG-I School funds for the Old Dock Elementary School Wastewater Project includes:

- Construction.
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.

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

- American 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

If awarded CDBG grant funding, The State of North Carolina requires that Columbus 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. If no displacement and relocation will occur as a result of the proposed CDBG grant activity, then Columbus County confirms that during this public hearing. This will confirm that the proposed activities in the Columbus County CDBG-I grant project will not result in any displacement or relocation of any homes or businesses.

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

- 2011 NC Catalyst Grant-\$550,000 (includes a \$50,000 county match)-Completed a quarter mile fitness trail, 1 rehab, 2 reconstructs, 4 clearance and 6 emergency repairs.
- 2011 Scattered Site Housing Grant-Completed 3 reconstructions.
- 2009 Infrastructure Hookup Grant-Connected approximately 30 residents to county water systems.
- 2008 Scattered Site Housing Grant-Completed 3 reconstructions.

The County will submit its CDBG-I School program application for the Old Dock School Wastewater Project on or before November 1, 2017. The CDBG-I School program application will be available for review during normal business hours at the Columbus County Manager's office located at 111 Washington Street, Whiteville, NC. Additional information is available from the Gail Edwards, Assistant to the Manager, at (910) 640-6630. Should you have any complaints or grievances regarding the subject public hearing, they should be addressed in writing to the addressee mentioned above within 10 business days or by September 28, 2017. A written response to the written complaints and/or grievances will be sent by the County within 10 business days, where practicable.

We open the floor for comments and questions about the CDBG program, and about the proposed project.

PUBLIC HEARING CLOSED:

At 6:37 P.M., Commissioner Bullard made a motion to close the Public Hearing, seconded by Commissioner Burroughs. The motion unanimously passed.

6:37 P.M.

REGULAR SESSION

Agenda Items #1, #2 and #3: MEETING CALLED to ORDER, INVOCATION and PLEDGE of ALLEGIANCE:

At 6:37 P.M., Chairman James E. Prevatte called the September 18, 2017 Columbus County Board of Commissioners Regular Session Meeting to order. The invocation was delivered by Reverend Chip Hannah. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which as led by Commissioner Charles T. McDowell.

Agenda Item #4: PRESENTATION - PLAQUE to WILLIAM S. CLARK:

The Chairman presented the following plaque to William S. Clark, County Manager, for his nine and one-half years of service to Columbus County.

PRESENTED TO

WILLIAM S. CLARK

IN APPRECIATION

FOR YOUR DEDICATED SERVICES, PROFESSIONALISM AND LEADERSHIP

AS
COLUMBUS COUNTY MANAGER

02-04-2008 - 09-29-2017

* * * * *

COLUMBUS COUNTY BOARD OF COMMISSIONERS

Agenda Item #5: BOARD MINUTES APPROVAL:

Commissioner Bullard made a motion to approve the September 05, 2017 Regular Session Minutes, as recorded, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #6: PUBLIC INPUT:

Chairman Prevatte opened the floor for Public Input. The following spoke.

Chip Hannah, 25 F.M. Watts Road, Whiteville, NC 28472: stated the following:

1. I would like to thank you on behalf of Columbus County for allowing us to place In God We Trust in the schools and on the courthouses;
2. Sixteen - eighteen (16-18) years ago, we placed In God We Trust in the schools;
3. I thank you for your leadership for this to happen; **and**
4. I want to extend a big deep heart-felt thank you.

Agenda Item #7: NC DEPARTMENT OF TRANSPORTATION - RESOLUTION SUPPORTING ADDITION OF HAZELWOOD COURT TO STATE MAINTAINED SECONDARY ROAD SYSTEM:

H.L. "Drew" Cox, PE, District Engineer, NC Department of Transportation, requested Board approval of support with the following Resolution, for the addition of Hazelwood Court to the State maintained Secondary Road System.

**North Carolina Department of Transportation
Division of Highways
Request for Addition to State Maintained Secondary Road System**

North Carolina

County: Columbus

Road Description: Hazelwood Court from SR 1187 to cul-de-sac

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Columbus requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; **and**

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Columbus that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Columbus at a meeting on the 18th day of September, 2017.

WITNESS my hand and official seal this the 19th day of September, 2017.

(Official Seal)

**Clerk, Board of Commissioners
County: Columbus**

Commissioner McDowell made a motion to approve the Request for Addition to State Maintained Secondary Road System for Hazelwood Court from SR 1187 to cul-de-sac, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #8: FIREFIGHTERS RELIEF FUND - APPOINTMENT TO FIREFIGHTERS RELIEF FUND FOR EVERGREEN VOLUNTEER FIRE DEPARTMENT:

Abby Rogers, Chair, and Shane Barnhill, Fire Chief, are recommending the appointment of Danny Price to the Firefighters Relief Fund.

Commissioner Bullard made a motion to appoint Danny Price to the Firefighters Relief Fund for Evergreen Volunteer Fire Department, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #9: AGING - HOME AND COMMUNITY CARE BLOCK GRANT:

Amanda Harrelson, Department of Aging Director, requested Board approval of the Home and Community Care Block Grant (HCCBG) Proposal for FY 17/18 as follows:

| <u>PROGRAM</u> | <u>AMOUNT</u> |
|-------------------------------|-------------------------|
| In-Home Services Level II | \$169,499 |
| In-Home Services Level III | \$115,738 |
| Home Delivered Meals | \$100,095 |
| Congregate Meals | \$126,697 |
| Senior Center Operations | \$ 2,926 |
| Housing/Home Improvements | \$ 1,500 |
| Information/Option Counseling | <u>\$ 28,278</u> |
| TOTAL GRANT: | \$544,733 |
| COUNTY MATCH: | <u>\$ 60,526</u> |
| GRANT TOTAL: | \$605,259 |

Motion recommended by HCCBG Committee:

1. To allow all programs to remain as presently provided;
2. Accept the proposed budget allocations of \$544,733 with a local match of \$60,526;
3. To allow the Columbus County Department of Aging and Adult Services to accept any additional future funds for the 2017/2018 budget year and/or adjust its budget should there be a reduction of funds; **and**
4. Any shortfalls to grant that the County supplements the shortfall.

Commissioner Byrd made a motion as follows:

1. To allow all programs to remain as presently provided;
2. Accept the proposed budget allocations of \$544,733 with a local match of \$60,526;
3. To allow the Columbus County Department of Aging and Adult Services to accept any additional future funds for the 2017/2018 budget year and/or adjust its budget should there be a reduction of funds; **and**
4. Any shortfalls to grant that the County supplements the shortfall.

The motion was seconded by Commissioner Burroughs. The motion unanimously passed.

Agenda Item 310: SOCIAL SERVICES - MONTHLY ADMINISTRATIVE UPDATE:

Algernon McKenzie, Social Services Director, delivered the following Monthly Administrative Update.

On August 2, 2017 we held our monthly agency staff meeting. Staff were given information about a worker from Hope 4NC coming to the agency on Tuesdays and Thursdays to inform the public about services provided for disaster relief. This program is working to help hurricane victims with unmet needs. Also, during the meeting, I shared information and the dates for the Social Services Institute, which will be held October 18 – 20, 2017. There will be workshops and trainings for the various program areas at DSS. Staff was also reminded to be respectful of co-workers while in the hallways talking. All staff were encouraged to use their time wisely and not to hinder others.

On August 10, 2017 I attended the Executive Board Meeting for Directors in Raleigh, North Carolina. During this meeting, we were informed the State is working on a Supervisor's Academy training for Child Welfare Supervisors. They are also planning to have training on adults using

opioids in the coming months; as this is a major issue across the State. There were concerns raised about the high turnover in Child Welfare. The State will be conducting a survey across North Carolina. We were encouraged to continue to work with our community partners as we implement the Plan of Safe Care for Substance Affected Infants.

On August 17 – 18, 2017 I attended the Eastern Central Regional Director’s Meeting at Atlantic Beach, North Carolina. During our sessions, there was much discussion around Child Welfare. There continues to be improvements needed in Child Welfare around the State. DHHS is making some changes to help counties and ensure we are meeting policy requirements. We were told to look at quality assurance in all areas. Updates were given from Adult Services concerning Adult and Family Care Home licensure. These homes must start the process with the local DSS to become licensed. We were informed about House Bill 657; which allows Adult Care Homes to dispute findings when they are cited for certain violations after the adult home specialist monitors their facility. The process is called Informal Dispute Resolution. Also, there will be a new process for reporting information for the Adult Services section at the State. We received some information from the five pilot counties that are testing Child Welfare in NCFAST. The process is going okay, but there are some minor issues that are being addressed by the NCFAST Team. Workers will need to spend some time navigating through the system. Taking the web training sessions are important for Supervisors and Social Workers. They stated, “staff attitude and communication will be key to the success of this new process in Child Welfare”. On our last day, we were informed, the State reviewed all County and State employee applications for Disaster Food & Nutrition from Hurricane Matthew. Counties will receive a list of cases to be reviewed at the County level by our Program Integrity staff. This process should be completed by September 30, 2017. He also stated North Carolina’s overall application timeliness rate was at 99.83%; which is good. At this point, we are above the 95% required by USDA.

On August 24, 2017 I held a Supervisors meeting. During this meeting, Supervisors were informed of the County Manager retiring at the end of September. They were given information about the installation of our new computers. I encouraged them to convert all Works documents to Word; so information will not be lost during installation. They were instructed to contact our agency IT worker for any issues. We also discussed Open Enrollment for our State health insurance plan. Dates for enrollment were given to Supervisors and they were encouraged to complete the process prior to the deadline. I informed Supervisors of some organizational changes at the State level and with NCFAST. Lastly, I reminded Supervisors; sneakers are not to be worn by staff unless they have a doctor’s note.

**August 2017
Economic Services
Food & Nutrition**

| PROGRAM | STATISTICS |
|---|--|
| Food & Nutrition | Applications Taken: 283 Applications Approved: 226 Active Cases: 5,709 Benefits Issued: \$1,344,857 Participants Served: 9,674 |
| Adult Medicaid | Applications Taken: 133 Cases Terminated: 63 Redeterminations: 348 Applications Processed: 155 |
| Family & Children’s Medicaid | Applications Taken: 131 Applications Processed: 138 Redeterminations: 658 Total Medicaid Cases: 10,094 Total Individuals Receiving: 10,325 |
| Child Support | Absent Parents Located: 115 Orders Enforced: 1,076 Active Cases: 4,004 Collections: \$472,048.96 |

**August 2017
Human Services**

| PROGRAM | STATISTICS |
|---|--|
| Adult Services (APS) | APS Reports Accepted: 14 County Wards: 24 Number of Payee Cases: 20 Adults Served APS: 23 Number of Medicaid Transportation Trips: 666 Amount Requested for Reimbursement: \$5,040.00 |
| Children's Protective Services (CPS) | Reports Accepted: 43 Reports Screened Out: 16 Families Receiving In-Home Services: 20 Children Served: 35 Contacts with Families Monthly: 205 Assessments: 33 |
| Foster Care | Foster Children in Foster Homes: 66 Children Placed Outside County: 16 Agency Adoptions: 5 Pending Adoptions: 5 Total Foster Homes Licensed: 7 Total Children in Foster Care: 71 |
| Work First Employment (TANF) | Applications Taken: 30 Applications Approved: 14 Individuals Receiving Benefits: 256 Entered Employment: 2 Number in Non-Paid Work Experience: 1 |
| Program Integrity | Collections for Fraud: \$5,274.80 New Referrals: 18 Cases Established: 3 |
| Day Care | Children Receiving Day Care Assistance: 403 Children on the Waiting List: 513 Amount Spent on Day Care Services: \$177,653.15 |

Economic Services Program Narrative

Child Support/Paralegal and Work First Cash/Medicaid Transportation/Maintenance and Housekeeping
Food and Nutrition and Family and Children's Medicaid
Adult Medicaid//Rest Home and Nursing Home/Community Alternatives Program (CAP)

Submitted by Cyndi Hammonds, Income Maintenance Administrator

Reporting Month: August 2017 **News/Updates/Vacancies**

Work First Cash/Medicaid Transportation/Interpreter/Maintenance and Housekeeping/Deputy:

- We welcome Deputy Fulton Best as our new permanent deputy. He continues to do a great job with our security. The interpreter is gearing up for the overflow of clients needing interpretations during our Energy Programs.
- Medicaid Transportation continues to be a struggle on Columbus County Transportation responsibilities. We have entered our portion of the bill; however they are working "behind" us and if they do not get their part entered by a certain timeframe, we then have to reenter our information in order for them to get paid.
- We continue to have small issues with ants even though pest control comes monthly to spray. Not sure if so much rain has caused this issue.

Food and Nutrition:

We are "purring" smoothly for the month of August in our timeliness efforts. We have staff back to work and most days are able to see our clients on a timely basis. Another worker is temporarily

out on the Review Team but we are dividing her work amongst the other workers and keeping it timely.

Adult Medicaid and Family & Children's Medicaid:

Family and Children's Medicaid continues to keep their work timely. The Adult Medicaid Team continues to struggle with timeliness issues due to staff shortage. Even though we are fully staffed in this area now; training is intense and workers are not able to fully help in the area of processing cases until approximately 4 months. Even at 4 months they are not fully trained and are limited with how much they can perform. We hired an employee that had taken the NCFAST class at SCC. This eliminated a basic step in her training once she was hired. We are just adding the policy and how to apply it the system. We have to complete the navigation training for workers that have not completed this class at SCC which extends their training time.

Child Support and Paralegal:

Child Support continues to collect as much as possible with 3 court days per month. The number of days we go to court are set by the Judge. They prepared 342 cases for court.

The paralegal prepared 376 orders and reviewed 78 orders the attorney prepared.

HUMAN SERVICES BOARD REPORT

Melinda H. Lane, Program Manager
Vacancies/Updates/News for August 2017

Intake/Investigation/Assessment:

The Intake/Investigation/Assessment Unit continues to be fully staffed after several months without a full staff. New staff is now beginning Pre-Service training which is required before a worker in child welfare can become responsible for a caseload. A lot of preparation and training is now beginning for this Unit in order to prepare for NCFAST going live in January, 2018, along with implementing several other new policies and initiatives. This Unit continues to work on activities within the Program Development Plan, but a new monitoring has been scheduled to occur in September, 2017.

In-Home Services:

The In-Home Services Unit continues to be fully staffed after several months without a full staff. The newest Social Worker has begun her Pre-Service training. A lot of preparation and training is now beginning for this Unit in order to prepare for NCFAST going live in January, 2018, along with implementing several new policies and initiatives. This Unit continues to work on activities within the Program Development Plan, but a new monitoring has been scheduled to occur in September 2017.

Foster Care/Adoptions:

The Foster Care/Adoptions Unit is now short-staffed due to the transition to the new Unit. Two available positions are currently open and space is being sought for these staff. This Unit continues to work on activities within the Program Development Plan, but a new monitoring has been scheduled to occur in September 2017.

Transitional Unit:

The new transitional unit is now beginning to take shape. A new Supervisor has been hired – a worker previously working within the foster care unit. The adoptions worker has been transferred from the foster care unit into the transitional unit and will now concentrate on adoptions, which have increased. A new LINKs worker has been hired – a worker previously working within the foster care unit. Workers have been hired for the ICPC and Licensing positions and will begin in September. Space will be an issue.

Adult Services:

The Adult Services Unit recently welcomed a new social worker who will be responsible for the Adult Home Specialist position, working with the rest homes and family care homes within the county. The person will also assist with the caseload of other positions. Caseloads have multiplied over the past few months, particularly guardianship cases.

Work First Employment:

The Work First Employment Unit continues to transition to the NCFAST system. This Unit continues to assist with 200% and with CPS Intake coverage when needed. It has now added Emergency Assistance inquiries and applications as a part of its responsibilities.

Child Day Care:

The Child Day Care Unit continues to be fully staffed. This Unit continues to work within the NCFAST system dealing with daily issues.

Program Integrity:

Program Integrity continues to work hard to get caught up with program integrity duties and cases. One temporary worker is now assisting with the energy programs on a part-time basis.

RECESS REGULAR SESSION and enter into PUBLIC HEARING NUMBER 2:

At 6:58 P.M., Commissioner Byrd made a motion to recess Regular Session and enter into Public Hearing Number 2, seconded by Commissioner Burroughs. The motion unanimously passed.

7:00 P.M.

PUBLIC HEARING: **Replacing Existing Code of Ordinances and Adoption of New Code of Ordinances:** the purpose of this Public Hearing is to receive oral and written comments from the public regarding replacing the existing Code of Ordinances and adopting a new Code of Ordinances.

CALLED to ORDER:

At 7:00 P.M., Chairman Prevatte called the Public Hearing to order and stated the Public Hearing is for replacing the existing Code of Ordinances and the adoption of the **new** Code of Ordinances. The purpose of the Public Hearing is to receive oral and written comments from the public regarding replacing the existing Code of Ordinances and adopting a new Code of Ordinances. Chairman Prevatte requested that Michael H. Stephens, County Attorney, orally read the Policy for Comments at Public Hearings. Mr. Stephens orally read the policy in its entirety.

COMMENTS:

Chairman Prevatte opened the floor for comments. The following spoke.

1. **Michael H. Stephens, County Attorney:** stated the following:
 - This is just putting it in easier format;
 - Some of the statutory language was outdated, and we needed to go and update the statutory language;
 - Instead of having 83 chapters, we now have 13 chapters;
 - This information will be put online; **and**
 - This is recoding and putting in easier language to understand.

2. **Robert Adams, 233 Mt. Calvary Road, Clarkton, NC 28433:** stated the following:
 - You have basically answered my questions; **and**
 - Being on the website will help the citizens.

3. **Alan Turner:** stated the following:
 - I am glad to hear that this will be on the website; **and**
 - For future reference, if there is an hearing scheduled of this type, it would be good for the information to be on the website for the public to review.

PUBLIC HEARING CLOSED:

At 7:06 P.M., Commissioner McDowell made a motion to close the Public Hearing, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #11: PUBLIC UTILITIES - DEPARTMENTAL UPDATE:

Harold Nobles, Interim Public Utilities Director, delivered the following Departmental Update.

| INFOR | WD-I | WD-II | WD-III | WD-IV | WD-V | TOTALS |
|-------------------------------|-----------|-----------|-----------|-----------|-----------|-------------|
| New Customers Added: | 3 | 71 | 14 | 22 | 32 | 143 |
| Total Number of Customers | 1,219 | 1,787 | 1,091 | 882 | 552 | 5,531 |
| Total Gallons Pumped (MG) | 78.0 | 82.2 | 69.4 | 68.3 | 128.4 | 426 |
| Total Gallons Sold (MG) | 70.0 | 76.3 | 63.4 | 64.1 | 119.0 | 393 |
| Total Revenue for Fiscal Year | \$545,679 | \$741,516 | \$473,938 | \$411,403 | \$572,065 | \$2,744,601 |
| Total Number of Penalties | 3,739 | 4,880 | 2,570 | 2,293 | 1,320 | 14,802 |
| Total Number of Cut Offs | 1,194 | 1,519 | 796 | 841 | 535 | 4,885 |

Total Revenues Received for Penalty and Cut-Off Fees Charges in all Water Districts: \$194,043

| | | | | | | |
|----------------------------|----|----|----|----|----|-----|
| Total Meter Tampering Fees | 20 | 26 | 6 | 8 | 4 | 64 |
| Total Customer Leaks | 22 | 44 | 28 | 10 | 17 | 121 |

Total Processed Work Orders: Average of 307 per month 3,682

Total Utility Locate Requests: Requests for NCDOT, Electrical/Telephone Cable Companies: 2,661

Chlorine Residuals: Sampled at Each Well and Distribution System Daily

Gallons Pumped: Logged at Each Well Daily

Water Quality: Distribution Systems are Flushed Daily to Maintain Water Quality

Estimated Revenue for Fiscal Year 2016/2017: \$2,777,383

All figures are based on a 10 month period

REDUCED RATE for WATER HOOK-UP:

After discussion was conducted relative to a reduced rate being established for water hookup, the following motion was made.

MOTION:

Commissioner McDowell made a motion to provide the reduced rate for water hookup to be three hundred seventy and 00/100 (\$370.00) dollars for the months of October, November and December, 2017, for all water districts, which will require a fifty and 00/100 (\$50.00) dollars security deposit for homeowners, and a one hundred and 00/100 (\$100.00) dollars security deposit for renters, seconded by Commissioner Bullard. The motion unanimously passed.

PETITION for OTTO NANCE ROAD:

Commissioner Bullard stated he had a petition with twenty-two (22) names listed for water to be on Otto Nance Road, and requested he wanted this to be looked at.

Agenda Item #12: ADMINISTRATION - CDBG DISASTER RECOVERY APPLICATION:

William S. Clark, County Manager, requested the establishment of Monday, October 02, 2017, at 6:30 P.M., and Monday, October 16, 2017, at 6:30 P.M., as the dates and times for the two (2) required public hearings for the CDBG Disaster Recovery Application.

Commissioner McDowell made a motion to establish Monday, October 02, 2017, at 6:30 P.M., and Monday, October 16, 2017, at 6:30 P.M., as the dates and times for the two (2) required

public hearings for the CDBG Disaster Recovery Application, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #13: APPOINTMENT - COLUMBUS COUNTY PLANNING BOARD:

June B. Hall, Clerk to the Board, requested an appointment to the Columbus County Planning Board.

D-VI **-Vacancy-** 04-17-2020
(Dale Ward Resigned)

Commissioner Bullard appointed Allen Turner, 50 Irvin Enzor Road South, Fair Bluff, North Carolina 28439, Telephone: (910) 640-7477, to fill the vacancy of Dale Ward, with expiration date of 04-17-2020.

Agenda Item #14: LEGAL - CODE OF ORDINANCES:

Michael H. Stephens, County Attorney, requested Board approval to rescind the Ordinance entitled “An Ordinance Adopting and Enacting a New Code for Columbus County, North Carolina; Providing for the Repeal of Certain Ordinances Not Included Therein; Providing a Penalty for the Violation Thereof; Providing for the Manner of Amending Such Code; and Providing When Such Code and This Ordinance Shall Become Effective”, and Board approval and adoption of the new Code of Ordinances. **(The required Public Hearing was conducted on this date at 7:00 P.M.)**

Commissioner Burroughs made a motion to rescind the Ordinance entitled “An Ordinance Adopting and Enacting a New Code for Columbus County, North Carolina; Providing for the Repeal of Certain Ordinances Not Included Therein; Providing a Penalty for the Violation Thereof; Providing for the Manner of Amending Such Code; and Providing When Such Code and This Ordinance Shall Become Effective”, and to approve and adopt the new Code of Ordinances, seconded by Commissioner Bullard. The motion unanimously passed. A copy of this Code of Ordinances will be kept on file in the County Attorney’s Office, the Clerk to the Board’s Office and on the County Website, for review.

RECESS REGULAR SESSION and enter into COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V BOARD MEETING:

At 7:17 P.M., Vice Chairman McKenzie made a motion to recess Regular Session and enter into a **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

September 05, 2017 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

This information will be recorded in Minute Book Number 2 for each Water District, respectively.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of MONTHLY BILLING ADJUSTMENTS:

Harold Nobles, Interim Public Utilities Director, requested Board approval of the Monthly Billing Adjustments.

This information will be recorded in Minute Book Number 2 for each Water District, respectively.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CAPITAL IMPROVEMENT PLAN:

Harold Nobles, Interim Public Utilities Director, requested Board Approval of the Capital Improvement Plan.

This information will be recorded in Minute Book Number 2 for each Water District,

respectively.

Agenda Item #18: COLUMBUS COUNTY WATER AND SEWER DISTRICT I - RESOLUTION BY GOVERNING BODY OF APPLICANT:

Harold Nobles, Interim Public Utilities Director, requested Board approval of Resolution to apply for grant funds for the Asset Inventory and Assessment Plan.

This information will be recorded in Minute Book Number 2 for Columbus County Water and Sewer District I.

Agenda Item #19: COLUMBUS COUNTY WATER and SEWER DISTRICT II - CDBG APPLICATION DOCUMENTS for OLD DOCK ELEMENTARY SCHOOL WATER and SEWER PROJECT:

William S. Clark, County Manager, requested Board approval for submission of the following documents for \$1 million CDBG application for sewer funds for Old Dock Elementary School Water and Sewer Project, **and** approval for the Chairman to sign any other application documents needed:

1. Resolution by Governing Body of Applicant;
2. Local Government Certification of Understanding of the Roles and Responsibilities Under the HUD State Community Development Block Grant (CDBG) Regulations;
3. Certifications Regarding Debarment, Suspension, and Other Responsibility Matters;
4. Commitment of Other Funds Form;
5. Conflict of Interest Disclosure;
6. Federal Performance and Procurement Requirements Certification; **and**
7. Disclosure Report.

(The required Public Hearing was held on this date at 6:30 P.M. before the meeting.)

This information will be recorded in Minute Book Number 2 for Columbus County Water and Sewer District II.

ADJOURN COMBINATION MEETING of COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V BOARD MEETING:

At 7:20 P.M., Commissioner Burroughs made a motion to adjourn the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V, and resume Regular Session, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #20: CONSENT AGENDA ITEM:

Commissioner Byrd made a motion to approve the following Tax Refunds and Releases, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Tax Refunds and Releases:

| | | | |
|--|------------------------|-------------------|--------------|
| Proeprty Value | | Amount: | \$293.83 |
| Zamora, Gilberto Antonio | PROPERTY: 97402 | Total: | \$337.63 |
| Value: \$36,500.00 | Year: 2017 | Account: 16-03016 | Bill#: 97876 |
| Release portion of taxes. Clerical error. Release Cole Service(36.50) release Columbus Rescue(7.30) | | | |
| <i>Property Value</i> | | Amount: | \$160.20 |
| Bullard, Michael Dale | PROPERTY: 21952 | Total: | \$180.10 |
| Value: \$52,400.00 | Year: 2017 | Account: 12-03232 | Bill#: 53120 |
| Release portion of value. Home torn down 2015. Release North Whiteville(15.92) release Columbus Rescue(3.98) | | | |
| <i>Property Value</i> | | Amount: | \$14.33 |
| Fowler, Billy Wayne | PROPERTY: 00000 | Total: | \$16.47 |
| Value: \$1,780.00 | Year: 2017 | Account: 06-05376 | Bill#: 61719 |
| Release value of boat. Listed in SC. Release Yam City(1.78) release Columbus Rescue(.36) | | | |
| <i>Property Value</i> | | Amount: | \$80.50 |

| | | | |
|--|------------------------|---------|------------|
| Long, Charles Parsley & Vendall | PROPERTY: 19581 | Total: | \$88.50 |
| Value: \$10,000.00 Year: 2017 | Account: 11-15740 | Bill#: | 74086 |
| Release portion of value. 1914 Bldg has no value. Release Hallsboro Fire(6.00) release Columbus Rescue(2.00) | | | |
| <i>Property Value</i> | | Amount: | \$208.50 |
| Odham. L R (Jr) & Anna Yates | PROPERTY: 18081 | Total: | \$213.68 |
| Value: \$0.00 Year: 2017 | Account: 10-13180 | Bill#: | 80335 |
| Release overbilled value. Hurricane damage. Release Columbus Rescue(5.18) | | | |
| <i>Property Value</i> | | Amount: | \$11.27 |
| Ward, Steven Anthony | PROPERTY: 00000 | Total: | \$12.53 |
| Value: \$8,200.00 Year: 2017 | Account: 01-07607 | Bill#: | 94440 |
| Release value of jet ski. Sold. Release Brunswick Fire(.98) release Columbus Rescue(.28) | | | |
| <i>Property Value</i> | | Amount: | \$6.44 |
| Watts, Ted(Dec) | PROPERTY: 12432 | Total: | \$6.60 |
| Value: \$16,000.00 Year: 2017 | Account: 06-42740 | Bill#: | 94972 |
| Release portion of value for storage that was repoed. Release Columbus Rescue(.16) | | | |
| <i>Property Value</i> | | Amount: | \$9.66 |
| Watts, Ted(Dec) | PROPERTY: 63154 | Total: | \$9.90 |
| Value: \$4,300.00 Year: 2017 | Account: 06-42740 | Bill#: | 94974 |
| Release value. Incorrect value because of unit price. Release Columbus Rescue(.24) | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Allred,Carolym | PROPERTY: 12847 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 07-03702 | Bill#: | 47887 |
| Release user fee/ Has commercial hauler. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Benton, Bernard | PROPERTY: 00000 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 11-02601 | Bill#: | 50191 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Benton, Bernard | PROPERTY: 00000 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 11-00252 | Bill#: | 50190 |
| Release user fees. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Benton, Bernard L. | PROPERTY: 64582 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 11-00531 | Bill#: | 50193 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Blackman, Thurman S. | PROPERTY: 6450 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 03-01480 | Bill#: | 50698 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Brown, Fearil G. (Heirs) | PROPERTY: 26295 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 14-02460 | Bill#: | 52254 |
| Release user fee. Can picked up 2005 | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Brown, Sidney M | PROPERTY: 88375 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 05-01020 | Bill#: | 52566 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Bullard, Michael Dale | PROPERTY: 20817 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 12-04541 | Bill#: | 53121 |
| Release user fee. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Bullard, Michael Dale & Willema Jane | PROPERTY: 21952 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 12-03232 | Bill#: | 53120 |
| Release user fee. Demolished 2015 | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Byrd Family LLC of Lake Waccamaw | PROPERTY: 00000 | Total: | \$1,015.00 |
| Value: \$0.00 Year: 2017 | Account: 11-03828 | Bill#: | 99999 |
| Release user fee. Vacant. Property#18761,18760 | | | |

| | | | |
|---|------------------------|---------|----------|
| <i>User Fee</i> | | Amount: | \$0.00 |
| Byrd, Giles & Son Inc. | PROPERTY: 19800 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 11-04796 | Bill#: | 53760 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Cam-Brent, Inc. | PROPERTY: 19867 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 11-02131 | Bill#: | 54049 |
| Release user fee. Commercial Hauler. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Clarida J C (Heirs) & Allene | PROPERTY: 12782 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 07-01940 | Bill#: | 55480 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Cribb, Bobby K. & Betty Jo | PROPERTY: 15605 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 09-05670 | Bill#: | 57065 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Davis, James | PROPERTY: 00000 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 15-11681 | Bill#: | 57813 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Ellis, Bobby R(Sr) | PROPERTY: 91611 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 15-02712 | Bill#: | 59812 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Formyduval, Mary Jeanette W | PROPERTY: 6882 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 03-07680 | Bill#: | 61648 |
| Release user fee. Pre Paid for Can | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Fowler, William Ray | PROPERTY: 17666 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 10-03551 | Bill#: | 62035 |
| Release user fee. Has commercial hauler | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Frink, David Chester dba Frinks Garage | PROPERTY: 24237 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 13-13980 | Bill#: | 62468 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Frink, Ronny Carroll & Melissa Anne | PROPERTY: 85543 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 04-04745 | Bill#: | 62519 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Godwin, Danny & Sonja Louise Tyson | PROPERTY: 95229 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 09-02204 | Bill#: | 63568 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Godwin, Minnie Elease | PROPERTY: 30132 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 16-03853 | Bill#: | 63707 |
| Release user fee. Vacant. | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Gore, Daniel J. & Janice | PROPERTY: 7073 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 03-08800 | Bill#: | 64537 |
| Release user fee. Has commercial hauler | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Gore, Daniel J. & Janice | PROPERTY: 96573 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 03-00862 | Bill#: | 96573 |
| Release user fee. Has commercial hauler | | | |
| <i>User Fee</i> | | Amount: | \$0.00 |
| Gore, Daniel J. & Janice W | PROPERTY: 7071 | Total: | \$203.00 |
| Value: \$0.00 Year: 2017 | Account: 03-08760 | Bill#: | 64001 |

Release user fee. Has commercial hauler

User Fee

Gore, Jimmy Brooks & Marlyn

Value: \$0.00 Year: 2017

Release user fee. Can picked up 11/9/10

PROPERTY: 13741
Account: 07-06460

Amount: \$0.00
Total: \$203.00
Bill#: 64216

User Fee

Griffin, Wilson (Heirs)

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 21209
Account: 12-10460

Amount: \$0.00
Total: \$203.00
Bill#: 65687

User Fee

Hayes, Wesley

Value: \$0.00 Year: 2017

Release user fee. Vacant Can picked up 1/27/11

PROPERTY: 21247
Account: 12-11260

Amount: \$0.00
Total: \$203.00
Bill#: 67208

User Fee

Herring, Larry Gene

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 30300
Account: 16-08160

Amount: \$0.00
Total: \$203.00
Bill#: 67676

User Fee

Inman, Gene A. & Frances B

Value: \$0.00 Year: 2017

Release user fee. Has commercial hauler

PROPERTY: 1008
Account: 01-04045

Amount: \$0.00
Total: \$406.00
Bill#: 69665

User Fee

Jordan, Jack

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 17313
Account: 09-16029

Amount: \$0.00
Total: \$203.00
Bill#: 71646

User Fee

Kinser, Lakitta M.

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 79436
Account: 13-01721

Amount: \$0.00
Total: \$203.00
Bill#: 72351

User Fee

Marvin, Carrie M.

Value: \$0.00 Year: 2017

Release user fee. Can picked up 2010

PROPERTY: 9165
Account: 04-11255

Amount: \$0.00
Total: \$203.00
Bill#: 75459

User Fee

Melvin, Audrey Lynn

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 9167
Account: 04-00222

Amount: \$0.00
Total: \$203.00
Bill#: 77449

User Fee

Memory, Robert Thurston

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 00000
Account: 01-61200

Amount: \$0.00
Total: \$232.00
Bill#: 99999

User Fee

Memory, Robert Thurston

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 3554
Account: 01-61180

Amount: \$0.00
Total: \$116.00
Bill#: 77493

User Fee

Memory, Robert Thurston

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 444
Account: 01-60985

Amount: \$0.00
Total: \$203.00
Bill#: 77491

User Fee

Memory, Robert Thurston

Value: \$0.00 Year: 2017

Release user fee. Vacant.

PROPERTY: 00000
Account: 02-60985

Amount: \$0.00
Total: \$348.00
Bill#: 99999

User Fee

Mitchell, Marion elizabeth ETAL

Value: \$0.00 Year: 2017

Release user fee. Vacant. Can picked up 1/19/11

PROPERTY: 18710
Account: 11-17637

Amount: \$0.00
Total: \$203.00
Bill#: 78125

User Fee

Mongiello, Joan

PROPERTY: 17577

Amount: \$0.00
Total: \$116.00

269

| | | | |
|---|------------|------------------------|-----------------|
| Value: \$0.00 | Year: 2017 | Account: 10-04422 | Bill#: 78256 |
| Release user fee. Vacant. | | | Amount: \$0.00 |
| <i>User Fee</i> | | | Total: \$203.00 |
| Nobles, David G. | | PROPERTY: 25204 | Bill#: 79669 |
| Value: \$0.00 | Year: 2017 | Account: 13-29620 | Amount: \$0.00 |
| Release user fees. | | | Total: \$406.00 |
| <i>User Fee</i> | | | Bill#: 80250 |
| Nunez, Eleazar & Amada | | PROPERTY: 13176 | Amount: \$0.00 |
| Value: \$0.00 | Year: 2017 | Account: 07-05707 | Total: \$53.95 |
| Release user fees. Prop#13176 | | | Bill#: 19840 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Reaves, Joe Brown Jr & Angelia | | PROPERTY: 4307 | Total: \$53.95 |
| Value: \$0.00 | Year: 2016 | Account: 01-75280 | Bill#: 19840 |
| Release portion of user fee. Postmark error per postal service. | | | Amount: \$0.00 |
| <i>User Fee</i> | | | Total: \$203.00 |
| River Six LLC | | PROPERTY: 28571 | Bill#: 84194 |
| Value: \$0.00 | Year: 2017 | Account: 15-03609 | Amount: \$0.00 |
| Release user fee. Vacant. | | | Total: \$203.00 |
| <i>User Fee</i> | | | Bill#: 85831 |
| Sellers, Norman | | PROPERTY: 85337 | Amount: \$0.00 |
| Value: \$0.00 | Year: 2017 | Account: 01-05664 | Total: \$203.00 |
| Release user fee. No can at shop. | | | Bill#: 85831 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Simmons, K M (Jr) | | PROPERTY: 7809 | Total: \$203.00 |
| Value: \$0.00 | Year: 2017 | Account: 03-04412 | Bill#: 86718 |
| Release user fee. Vacant. | | | Amount: \$0.00 |
| <i>User Fee</i> | | | Total: \$203.00 |
| Skipper, Douglas & Betty Williams | | PROPERTY: 91877 | Bill#: 87059 |
| Value: \$0.00 | Year: 2017 | Account: 03-03601 | Amount: \$0.00 |
| Release user fee. Vacant. | | | Total: \$116.00 |
| <i>User Fee</i> | | | Bill#: 87344 |
| Smith, Charles B & Barbara | | PROPERTY: 9097 | Amount: \$0.00 |
| Value: \$0.00 | Year: 2017 | Account: 04-00651 | Total: \$116.00 |
| Release user fee. Vacant. | | | Bill#: 87348 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Smith, Charles Bryant | | PROPERTY: 9382 | Total: \$116.00 |
| Value: \$0.00 | Year: 2017 | Account: 04-02902 | Bill#: 87348 |
| Release user fee. | | | Amount: \$0.00 |
| <i>User Fee</i> | | | Total: \$116.00 |
| Smith, Charles Bryant & Barbara | | PROPERTY: 8658 | Bill#: 87349 |
| Value: \$0.00 | Year: 2017 | Account: 04-14540 | Amount: \$0.00 |
| Release user fee. Vacant. | | | Total: \$116.00 |
| <i>User Fee</i> | | | Bill#: 87345 |
| Smith, Charles R & Barbara S | | PROPERTY: 8717 | Amount: \$0.00 |
| Value: \$0.00 | Year: 2017 | Account: 04-04634 | Total: \$116.00 |
| Release user fee. Vacant. | | | Bill#: 87345 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Soles, Sallie Mae (MRs) | | PROPERTY: 25571 | Total: \$203.00 |
| Value: \$0.00 | Year: 2017 | Account: 13-37460 | Bill#: 88385 |
| Release user fee. Can picked up 1/12/17 | | | Amount: \$0.00 |
| <i>User Fee</i> | | | Total: \$203.00 |
| Thompson, Julian A | | PROPERTY: 9555 | Bill#: 91694 |
| Value: \$0.00 | Year: 2017 | Account: 04-15580 | Amount: \$0.00 |
| Release user fee. Vacant. | | | Total: \$203.00 |
| <i>User Fee</i> | | | Bill#: 91839 |
| Thompson, Thetus S | | PROPERTY: 00000 | Amount: \$0.00 |
| Value: \$0.00 | Year: 2017 | Account: 05-07100 | Total: \$203.00 |
| Release user fee. Vacant. | | | Bill#: 91839 |
| <i>User Fee</i> | | | Amount: \$0.00 |

| | | | |
|---|------------|---|---------------------------------|
| Vause, Willema Value: \$0.00 Release user fee. | Year: 2017 | PROPERTY: 76450 Account: 13-04906 | Total: \$203.00 Bill#: 92952 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Walker, Phyllis Miles Value: \$0.00 Release user fee. Vacant. | Year: 2017 | PROPERTY: 89002 Account: 13-01749 | Total: \$203.00 Bill#: 93422 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Ward, Faye Housand Value: \$0.00 Release user fee. Can picked up 8/8/09 | Year: 2017 | PROPERTY: 92506 Account: 07-02561 | Total: \$203.00 Bill#: 93954 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Whitehead, Johnny Lee(ETALS) Value: \$0.00 Release user fee. Vacant. | Year: 2017 | PROPERTY: 30772 Account: 16-04121 | Total: \$203.00 Bill#: 95593 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Williams, Wade Lenwood Value: \$0.00 Release user fee. Vacant. | Year: 2017 | PROPERTY: 17222 Account: 09-33713 | Total: \$203.00 Bill#: 96289 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Williamson, Grady Morgan Value: \$0.00 Release user fee. Vacant to be burned. | Year: 2017 | PROPERTY: 23301 Account: 12-30623 | Total: \$203.00 Bill#: 96468 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Williamson, Hank Value: \$0.00 Release user fee. Demo no can. | Year: 2017 | PROPERTY: 23294 Account: 12-30645 | Total: \$203.00 Bill#: 96481 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Worrell, Johnny Ray & Crystal Value: \$0.00 Release user fee Vacant. | Year: 2017 | PROPERTY: 26241 Account: 14-01502 | Total: \$203.00 Bill#: 97344 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Worrell, Linda Value: \$0.00 Release user fees. 2 Mobile home vacant. | Year: 2017 | PROPERTY: 00000 Account: 14-02909 | Total: \$406.00 Bill#: 97355 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Worrell, Linda P Value: \$0.00 Release user fees. | Year: 2017 | PROPERTY: 20499 Account: 11-30680 | Total: \$203.00 Bill#: 20499 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Worrell, Linda P. Value: \$0.00 Release user fees. Prop#82359,26778 Vacant. | Year: 2017 | PROPERTY: 00000 Account: 4-02051 | Total: \$609.00 Bill#: 99999 |
| <i>User Fee</i> | | | Amount: \$0.00 |
| Worrell, Linda P. Value: \$0.00 Release user fee. Vacant. | Year: 2017 | PROPERTY: 3084 Account: 01-06798 | Total: \$116.00 Bill#: 97357 |

Agenda Item #21: COMMENTS:

Chairman Prevatte opened the floor for comments. The following spoke.

A. Department Managers:

1. **Larry Hayes, Maintenance Director:** stated the following:
 - I would like to give you an update on the Board of Elections Building;
 - I am waiting on an additional bid from Fairfax Heat and Air to seal off the duct work;
 - I did get the industrial hygienist out and he did the HUD part of the building;**and**

-I contacted Surpro and they said it would be at least two (2) weeks before they got here.

2. **Algernon McKenzie, Social Services Director:** stated I thank Mr. Clark for his leadership and for all the things he has done for the County.
3. **Sheriff Lewis L. Hatcher:** even though the Sheriff's Department is not under Mr. Clark, I would like to thank him, it was a pleasure working with you, and I wish you well on your retirement.

B. Board of Commissioners:

1. **Vice Chairman McKenzie:** I wish you well Mr. Clark.
2. **Commissioner Burroughs:** Let's not forget about the Historic Courthouse.

HISTORIC COURTHOUSE WORKSHOP:

After discussion, it was the general consensus of the Board to establish Thursday, September 21, 2017, at 6:00 P.M., as the date and time for the Historic Courthouse Workshop.

3. **Commissioner Byrd:** stated the following:
 - Mr. Clark, I wish you the best;
 - You have done an excellent job here, and it has been a pleasure to work with you; **and**
 - Thank you for your leadership.
4. **Chairman Prevatte:** stated I can't express what you mean to me, but thank you.

C. County Manager (William S. Clark): stated the following:

1. The City of Whiteville sent us a letter about the city schools and they have decided to take the 75% option;
2. We are showing the GP site tomorrow;
3. Please remember Gary Lanier on his surgery; **and**
4. Thanks for the opportunity to serve and it has been an honor and privilege to do this job.

D. County Attorney (Michael H. Stephens): stated the following:

1. I would like to thank Mr. Clark for his friendship and leadership; **and**
2. We have exchanged a lot of legal information, and I appreciate that.

RECESS REGULAR SESSION and enter into CLOSED SESSION in ACCORDANCE with N.C.G.S. § 143-318.11(a) (6) PERSONNEL:

At 7:22 P.M., Commissioner Burroughs made a motion to recess Regular Session and enter into Closed Session in Accordance with N.C.G.S. § 143-318.11(a) (6) Personnel, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #22: CLOSED SESSION in ACCORDANCE with N.C.G.S. § 143-318.11(a) (6) PERSONNEL:

No official action was taken.

ADJOURN CLOSED SESSION and resume REGULAR SESSION:

At 8:13 P.M., Commissioner McDowell made a motion to adjourn Closed Session and resume Regular Session, seconded by Commissioner Russ. The motion unanimously passed.

READING and APPROVAL of CLOSED SESSION GENERAL ACCOUNT:

Chairman Prevatte requested that Michael H. Stephens, Columbus County Attorney, orally read the Closed Session General Account. Mr. Stephens orally read the following, *"The*

County Manager discussed with the Board of Commissioners personnel issues. No official action was taken”.

Commissioner Byrd made a motion to approve the Closed Session General Account, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #23: ADJOURNMENT:

At 8:14 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Burroughs. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

JAMES E. PREVATTE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, September 18, 2017
7:17 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District I Board.

COMMISSIONERS PRESENT:

James E. Prevatte, Chairman
Amon E. McKenzie, Vice-Chairman
Giles E. Byrd
Edwin Russ
Trent Burroughs
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, County Manager
Mike Stephens, County Attorney
June Hall, Clerk to the Board
Bobbie Faircloth, Finance Officer

MEETING CALLED TO ORDER:

At 7:17 P.M., Chairman James E. Prevatte called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

September 05, 2017 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Byrd made a motion to approve the September 05, 2017 Columbus County Water and Sewer District I Board Meeting Minutes, as recorded, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of MONTHLY BILLING ADJUSTMENTS:

Harold Nobles, Interim Public Utilities Director, requested Board approval of the following Monthly Billing Adjustments for April, May and June, 2017, for Columbus County Water and Sewer District I.

DISTRICT I ADJUSTMENTS FOR APRIL, MAY, & JUNE 2017

| DATE | ACCOUNT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-------------|------------------|------------------|----------------|------------------------------|
| 4/18/2017 | 101200.00 98 | BILLY TOMPKINS | (\$197.04) | LEAK ADJUSTMENT |
| 4/18/2017 | 102480.00 98 | SUE CARTRETTE | (\$54.52) | LEAK ADJUSTMENT |
| 4/18/2017 | 207440.00 98 | MAE GORE | (\$56.53) | LEAK ADJUSTMENT |

| DATE | ACCOUNT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-------------|------------------|-------------------|----------------|-----------------------------------|
| 4/18/2017 | 301945.00 98 | STEPHANIE GRIFFIN | (\$764.25) | LEAK ADJUSTMENT |
| 4/18/2017 | 203901.00 95 | JOSEPH SARVIS | \$25.00 | SERVICE CALL FEE |
| 4/28/2017 | 600342.00 90 | FENISHA HILL | \$50.00 | METER TAMPERING FEE |
| 5/2/2017 | 101625.00 93 | TONIE SCOTT | \$25.00 | RETURNED CHECK FEE |
| 5/2/2017 | 101625.00 93 | TONIE SCOTT | \$69.07 | RETURNED CHECK |
| 5/2/2017 | 101756.00 98 | MIRAND THOMPkins | \$25.00 | RETURNED CHECK FEE |
| 5/2/2017 | 101756.00 98 | MIRAND THOMPkins | \$110.58 | RETURNED CHECK |
| 5/18/2017 | 203350.00 96 | CLARA HOUSAND | (\$26.52) | POSTING ERROR |
| 5/18/2017 | 203360.00 98 | JUANICE HOUSAND | \$26.52 | POSTING ERROR |
| 5/18/2017 | 301945.00 98 | STEPHANIE GRIFFIN | (\$415.67) | LEAK ADJUSTMENT |
| 5/18/2017 | 302175.00 96 | ERIN CARTRETTE | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 303016.00 94 | WILLIAM COX | \$100.00 | METER TAMPERING FEE - 2ND OFFENSE |
| 5/18/2017 | 101140.00 88 | JUSTON BENTON | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 200960.00 97 | NEIL JOHNSON | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 203140.00 97 | CHRISTINA CRIBBS | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 302173.00 95 | CRAIG PORTER | \$50.00 | METER TAMPERING FEE |
| 5/31/2017 | 100147.00 98 | JACELYN BARNHILL | \$33.49 | RETURNED CHECK |
| 5/31/2017 | 100147.00 98 | JACELYN BARNHILL | \$25.00 | RETURNED CHECK FEE |
| 5/31/2017 | 101756.00 98 | MIRAND THOMPkins | \$41.98 | RETURNED CHECK |
| 5/31/2017 | 101756.00 98 | MIRAND THOMPkins | \$25.00 | RETURNED CHECK FEE |
| 6/9/2017 | 405200.00 97 | CHRISTY GRAINGER | \$(33.46) | BILLING ERROR |
| 6/9/2017 | 603170.00 97 | MIRANDA PUGH | \$67.42 | POSTING ERROR |
| 6/9/2017 | 603280.00 97 | MIRANDA PUGH | \$(67.42) | POSTING ERROR |
| 6/9/2017 | 203159.00 98 | KATHRYN CRIBS | \$50.00 | METER TAMPERING FEE - 1ST OFFENSE |

Commissioner Russ made a motion to approve the monthly billing adjustments for April, May and June, 2017 for Columbus County Water and Sewer District I, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CAPITAL IMPROVEMENT PLAN:

Harold Nobles, Interim Public Utilities Director, requested Board Approval of the following Capital Improvement Plan.

**Capital Improvement Plan
For Columbus County Public Utilities
Fiscal Year 2017/2018**

EXECUTIVE SUMMARY

The Capital Improvement Plan attached herewith is a working tool developed by the Public Utilities Department staff to give guidance toward the Columbus County water and sewer infrastructure development and capital needs program. It consists of an assessment of the current water and wastewater systems and projects these capital needs over a ten year period. This plan is offered to the Columbus County Board of Commissioners to seek their guidance and input as they look toward Columbus County's future. This plan should be a helpful fiscal planning tool that will allow the County to forecast capital demands on revenues and borrowing power to help avoid overextending itself financially during the next ten years and beyond. Columbus County Public Utilities recommends that the review and approval of this Capital Improvement Plan be accomplished annually as part of the budget process. General approval of this document by resolution does not commit the Columbus County Board of Commissioners to specific approval of any one project or expenditure, nor does it appropriate money for any project. This would still be accomplished through separate capital project ordinances. The approval by resolution from the Columbus County Board of Commissioners simply approves the Capital Improvement Plan as a plan for the forecast period.

DESCRIPTION OF COUNTY

Demographics

Columbus County, established in 1808, is a rural county located in the southeastern portion of North Carolina. It is bordered by Robeson County to the northwest, Brunswick County to the southeast, Bladen and Pender Counties to the north, and Horry County, South Carolina to the south. Columbus County, the namesake of Christopher Columbus, is the third largest county in land area in North Carolina. The total land area is 954 square miles, with an estimated population of 58,078 residents. Columbus County at the northern boundary joins Bladen County and its southern boundary joins the northern boundary of Brunswick County. The most eastern edge of Columbus County joins the Cape Fear River which is the boundary between Pender County and Brunswick County. Robeson County joins the northwest corner of Columbus County. The western boundary of Columbus County is the state line of North and South Carolina bound by Horry County. Columbus County has ten incorporated towns: Boardman, Bolton, Brunswick, Cerro Gordo, Chadbourn, Fair Bluff, Tabor City, Lake Waccamaw, Sandyfield, and Whiteville. In addition, there are nine townships: Bogue, Bug Hill, Lees, Ransom, South Williams, Tatum, Welches Creek, Western Prong and Williams. The City of Whiteville is the county seat.

Land Area Configurations

Columbus County is located in the southeastern portion of North Carolina and lies in the Coastal Plain Region. This region experiences an average of forty four inches of rainfall per year. Topography is very flat with elevation range of a low of two feet above sea level to sixty feet above sea level.

Description of Existing Facilities

The Columbus County Public Utilities Department provides water services to approximately 16,167 Columbus County residents. The Columbus County Public Water Supply System supplies water to its rural citizens and has emergency interconnections with five of the nine towns within the County and one sanitary district. It supplies water to the Tabor City Correctional Facilities, Acme Delco Elementary School, Acme Delco Middle School and the Columbus Charter School. The Columbus County Public Utilities Department also has a water purchase contract with the Town of Tabor City. The Columbus County Public Water Supply System utilizes the Black Creek, Pee Dee, and Upper Cape Fear Aquifers as the source for the system's drinking water and currently has pumping capacity of two million gallons a day. The Columbus County Public Water Supply System is made up of five County water and sewer districts. Each of these districts exists as a separate legal entity pursuant to Chapter 162A of the North Carolina General Statutes. The County maintains and operates the districts for a fee equal to the districts' debt service amount. This amount is paid from general revenues received from water and/or wastewater sales from the various districts. The County established a "Columbus County Public Utilities Fund" in Fiscal Year 2014/2015 that consolidated accounting for the operation of these districts. This allowed the department to budget revenues and expenditures in a consolidated manner rather than five individual district budgets. The Columbus County Public Utilities Department was established in 1989. We have grown in the last twenty-four years to approximately 5,389 water accounts, 39 sewer accounts, and 13 employees. The Columbus County Public Water Supply System consists of approximately 668 miles of water mains, 15 miles of sewer collection mains, 7 elevated water storage tanks, 1 booster pump station, and totals over 31.8 million dollars in assets. Approximately 70% of the County residents now have access to public water. As is apparent from the above history, this department has experienced tremendous growth and accomplishment through the efforts and foresight of past and present Columbus County Commissioners and staff. Their dedication to a countywide water and strategically located sanitary sewer system is the reason for this department's success.

WATER SYSTEM**Water Supply Facilities**

It is believed that based upon the North Carolina Division of Water Resources database information that the ground water supply for Columbus County should be reliable through 2050. This is based upon the current levels of water in the three primary aquifers that are presently serving the County and municipal use, which are the Upper Cape Fear (western two-thirds of the County), Black Creek (almost the entire County), and the Pee Dee (entire County). Because the quality of water in the Black Creek is of high quality, there is little to no treatment required to meet public health drinking water standards other than disinfection. Currently there are no disinfection by-product issues with the Upper Cape Fear, so there is a heavier demand for these strata of water. The State continues to monitor the ground water levels in Columbus County and there are presently eight monitoring wells maintained ranging from 330 feet below the earth's surface to 1,028 feet. These test wells interface with five different aquifers with constant monitoring for developing a robust database.

Columbus County's well supply provides a safe yield of 2.097 MGD (million gallons per day). The production facility is comprised of eight wells throughout the five water districts. The ground water quality is superior for the region and requires no treatment other than disinfection. The distribution system is comprised of 668 miles of pipe ranging from 3/4 inch to 16 inch transmission comprised primarily of PVC and Ductile Iron. There is approximately 2,000,000 gallons of overhead storage for emergency reserves providing adequate pressure for service.

Water Supply Plan

The State of North Carolina requires that all water systems submit an approved Local Water Supply Plan annually. This plan is updated by the Columbus County Public Utilities Department staff and must be submitted to the state by April 1st of each year. The purpose of this plan is to provide evidence to the State that the water system is providing adequate planning for the supply of water through a designated planning period.

Water Conservation Measures

Columbus County is planning to adopt a Water Shortage & Conservation Ordinance in the fall of 2017. The ordinance is in response to the drought conditions in our area over the last several years. The ordinance will more clearly define the stages of water conservation and what triggers their enactment. It will also help establish a normal irrigation schedule and increase the department's enforcement authority during emergencies. Our water supply is a critical resource that must be protected at all costs. This ordinance is also critical to infrastructure funding with federal and state agencies.

Water Distribution System

Currently five water districts are in operation and provide water service to the general public. However, several communities still do not have access to this service. The Columbus County Public Utilities Department is in the process of developing an infrastructure master plan to address un-served areas of the County and to develop policy and plans to connect the eastern part of the system to the western part that supports the majority of the industrial expansion.

Regional Interconnects

The Columbus County Public Utilities Department recognizes the importance of interconnects on both a local and regional basis and its role to serve other systems during mutual aid needs. These interconnections are also part of the department's risk management goals. The Columbus County Public Water Supply System is currently connected to the Town of Tabor City, the City of Northwest, the City of Whiteville, the Town of Boardman, and the Town of Chadbourn.

These connections are of a vital importance in the event of emergency water shortage conditions. The ability to provide and receive additional water from these various sources reduces risk and provides for sound regional planning. As the Columbus County Public Water Supply System continues to grow, there will be additional interconnections with the County's various neighbors.

WASTEWATER SYSTEM**Wastewater Treatment**

Columbus County currently owns a 125,000 GPD (gallon per day) facility on Livingston Creek in the Riegelwood Community that serves Hexion Specialty Chemicals, Incorporated. Discharge from this plant is permitted to the Cape Fear River Basin.

Columbus County has entered into a contract with Grand Strand Water and Sewer Authority for wastewater services in parts of Water and Sewer District V. The County contracts for treatment and Operation & Maintenance service for this collection system. Columbus County's ownership will be transferred to the Grand Strand Water and Sewer Authority in accordance with the current contract as a pre-agreed arrangement. This stipulation was part of the agreement to influence Grand Strand Water and Sewer Authority's interest to provide wastewater services inside Columbus County Water and Sewer District V.

FINANCIAL PLANNING

Revenue Projections

Revenue projections for the next ten years are difficult, if not impossible, to correctly predict. Revenues are tied to a myriad of factors including residential and commercial growth in Columbus County, local and regional economic conditions, and the ability of the Columbus County Public Utilities Department to meet all future water and sewer needs throughout the County and region. Before future revenues can be predicted, current revenue trends need to be reviewed for the last ten fiscal years.

CCPUD Operating Revenues

| Financial Period | Operating Revenues |
|-------------------------|---------------------------|
| Fiscal Year 2007 - 2008 | \$2,189,787 |
| Fiscal Year 2008 - 2009 | \$2,298,531 |
| Fiscal Year 2009 - 2010 | \$2,842,049 |
| Fiscal Year 2010 - 2011 | \$3,049,987 |
| Fiscal Year 2011 - 2012 | \$3,034,465 |
| Fiscal Year 2012 - 2013 | \$3,009,438 |
| Fiscal Year 2013 - 2014 | \$3,307,998 |
| Fiscal Year 2014 - 2015 | \$3,347,553 |
| Fiscal Year 2015 - 2016 | \$2,835,722 |
| Fiscal Year 2016 - 2017 | \$2,770,758 |

The Operating Revenue Table illustrates the revenue generated for the last ten years. You can see from these figures that revenues increased by over \$500,000. This represents a 28% increase in operating revenues during that time span. The majority of this increase is due to annual inflationary based increases in water and sewer rates and the growth of water and wastewater infrastructure throughout the County. The lone exception was FY 09-10 when rates were not adjusted due to the severe national economic condition. The overall financial strategy of the Public Utilities Department is to continue to maximize revenues consistent with an even pace of residential and commercial growth within the County. Expenditures will be kept in line while adequately maintaining treatment for the distribution systems and emphasizing regulatory compliance in all areas. The Columbus County Public Utilities Department is at a historical crossroads in the sense that 70% of all County residents have access to water. Additional access to water has been the primary source of a growing revenue base in the past. However, there are still areas within the county that require water. Because the population density in these areas is less than the current county average customers per mile, their financing options will be much more challenging. A Long Range Financial Plan has been developed, as part of the Consolidated Business Plan, to assist Columbus County with future financing options. Future revenue growth will be directly correlated to the department’s ever increasingly important role as a regional water provider to surrounding municipalities.

RIVERBASIN STEWARDSHIP

Columbus County is a member of the Cape Fear River Assembly. This Assembly was organized

to protect water quality and monitor the activity within the Basin, which could have a negative impact on our current and future drinking water supply. The Basin has now been organized into three sections, the Lower, the Middle, and the Upper Basin. Columbus County belongs to the Lower Basin. The Cape Fear River Assembly is taking a proactive approach to the long-range interest of the basin through the establishment of a comprehensive monitoring program. The Assembly just received a major grant from the State of North Carolina to study the entire basin. In addition to this, each of the three subsections is now forming monitoring coalitions. Each water system will be asked to participate financially in this program as well as to contract out specific monitoring tests that will provide each system, the Cape Fear River Assembly, and the State with vital data for activity impact and assessment. This information will play an important role in our ability to withdraw and discharge into the basin. Columbus County does not take any water from the river basin for its residential service; however, private industrial use is currently being served. Columbus County's Publicly Owned Treatment Works Facility discharges its treated effluent to the basin.

Environmental Education

In July of each year all Columbus County Public Utilities Department customers are provided with the annual Consumer Confidence Report (CCR) that outlines the water quality delivered to its customers. This educational document was posted on the Columbus County web page for the first time in Fiscal Year 2013-2014. Consumer Confidence Reports are required by the 1996 Safe Drinking Water Act (SDWA).

These reports give customers information about their water quality. This report must be delivered to all Columbus County Public Water Supply customers by July 1st of each year. Most customers want to be better informed about the quality and safety of their tap water. By providing them with this information, we have an important opportunity to increase public confidence in the quality and safety of their drinking water.

Capital Project Budget Summary

This Capital Project Budget Summary combines all the proposed capital projects discussed earlier in this report. It provides a snapshot of anticipated capital needs over the next ten years. The expenditures section shows each projects total budget. The revenue section shows the expected funding sources for each year.

Capital Improvement Plan Budget

These two (2) pages will be marked as Exhibit "H" and will be filed in Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

Duly adopted this the 18th day of September 2017, upon motion made by Commissioner Ricky Bullard, seconded by Commissioner Giles E. Byrd, and adopted by the following vote:

Ayes: 7 Noes: -0- Absent: -0-

(SEAL)

Board of Commissioners of the County of Columbus
By: /s/ James Prevatte, Chairman of the Board
Governing Body of Columbus County
Water and Sewer Districts

ATTEST:

/s/ June Hall, Clerk to the Board

Commissioner Bullard made a motion to rescind the existing Capital Improvement Plan, and approve the new Capital Improvement Plan, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #18: COLUMBUS COUNTY WATER AND SEWER DISTRICT I - RESOLUTION BY GOVERNING BODY OF APPLICANT:

Harold Nobles, Interim Public Utilities Director, requested Board approval of Resolution to apply for grant funds for the Asset Inventory and Assessment Plan.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, The Federal Safe Drinking Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of (state whether a wastewater treatment works, wastewater collection system, stream restoration, stormwater treatment, drinking water treatment works, and/or drinking water distribution system or other “green” project); **and**

WHEREAS, The Columbus County Water District I has need for and intends to prepare an Asset Inventory and Assessment of the water system currently under the District’s operations and control; **and**

WHEREAS, The Columbus County Water District I intends to request state (loan or grant) assistance for the project.

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

That Columbus County Water District I, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State (loan or grant) award.

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

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

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

That William S. Clark, County Manager, 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 loan or 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 pertaining thereto.

ADOPTED this the 18th day of September, 2017 at Whiteville, North Carolina.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **JAMES E. PREVATTE, Chairman**

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk of the Columbus County Board of Commissioners 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 Columbus County Board of Commissioners duly held on the 18th day of September, 2017; and, further, that such Resolution has been fully recorded in the journal of proceeding and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this 19th day of September, 2017.

/s/ **JUNE B. HALL, Clerk**

Commissioner Byrd made a motion to approve the Resolution by Governing Body of Applicant, seconded by Vice Chairman McKenzie. The motion unanimously passed.

FOR THE RECORD:

Chairman Prevatte stated this was approved for Water District II on September 05, 2017, but it needs to be switched to Water District I due to the numbers involved.

ADJOURNMENT:

At 7:20 P.M., Commissioner Burroughs made a motion to adjourn, seconded by Vice Chairman McKenzie. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

JAMES E. PREVATTE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, September 18, 2017
7:17 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District II Board.

COMMISSIONERS PRESENT:

James E. Prevatte, Chairman
Amon E. McKenzie, Vice-Chairman
Giles E. Byrd
Edwin Russ
Trent Burroughs
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, County Manager
Mike Stephens, County Attorney
June Hall, Clerk to the Board
Bobbie Faircloth, Finance Officer

MEETING CALLED TO ORDER:

At 7:17 P.M., Chairman James E. Prevatte called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

September 05, 2017 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Byrd made a motion to approve the September 05, 2017 Columbus County Water and Sewer District II Board Meeting Minutes, as recorded, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of MONTHLY BILLING ADJUSTMENTS:

Harold Nobles, Interim Public Utilities Director, requested Board approval of the following Monthly Billing Adjustments for April, May and June, 2017, for Columbus County Water and Sewer District II.

DISTRICT II ADJUSTMENTS FOR APRIL, MAY, & JUNE 2017

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-------------|---------------|------------------|----------------|------------------------------|
| 4/5/2017 | 131937.00 97 | STEPHANIE ODEN | \$25.00 | SERVICE CALL FEE |

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-----------|--------------|--------------------------|--------------|-----------------------|
| 4/18/2017 | 121755.00 98 | ALICE MEARES | (\$94.33) | LEAK ADJUSTMENT |
| 4/18/2017 | 143735.00 96 | KENNETH MELTON JR | (\$100.00) | BILLING ERROR |
| 4/18/2017 | 111283.00 96 | AGNES WILLIAMS | \$50.00 | METER TAMPERING FEE |
| 4/28/2017 | 131166.00 96 | JOHNNY ISAAC | \$50.00 | METER TAMPERING FEE |
| 4/28/2017 | 144446.00 98 | CHARIDY BATTEN | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 141712.00 98 | QUANNA SMITH | (\$110.20) | LEAK ADJUSTMENT |
| 5/18/2017 | 132765.00 98 | WAYLAND WILLIAMSON SR | (\$88.95) | LEAK ADJUSTMENT |
| 5/18/2017 | 141370.00 93 | HELP N U HOME | (\$220.53) | LEAK ADJUSTMENT |
| 5/18/2017 | 111696.00 98 | DAVID HOOKS | (\$1,388.17) | CUSTOMER DECEASED |
| 5/18/2017 | 111000.00 97 | YVETTE RAWLS | (\$25.94) | BILLING ERROR |
| 5/31/2017 | 143520.00 92 | JOHN NANCE | \$31.35 | RETURNED CHECK |
| 5/31/2017 | 143520.00 92 | JOHN NANCE | \$25.00 | RETURNED CHECK FEE |
| 5/31/2017 | 142590.00 98 | CAROLYN SHOCKLEY | \$34.35 | RETURNED CHECK |
| 5/31/2017 | 142590.00 98 | CAROLYN SHOCKLEY | \$25.00 | RETURNED CHECK FEE |
| 6/9/2017 | 150120.00 98 | KIMBERY WILLIAMS | \$(242.05) | LEAK ADJUSTMENT |

Commissioner Russ made a motion to approve the monthly billing adjustments for April, May and June, 2017 for Columbus County Water and Sewer District II, seconded by Vice Chairman McKenzie. The motion unanimously passed.

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County to forecast capital demands on revenues and borrowing power to help avoid overextending itself financially during the next ten years and beyond. Columbus County Public Utilities recommends that the review and approval of this Capital Improvement Plan be accomplished annually as part of the budget process. General approval of this document by resolution does not commit the Columbus County Board of Commissioners to specific approval of any one project or expenditure, nor does it appropriate money for any project. This would still be accomplished through separate capital project ordinances. The approval by resolution from the Columbus County Board of Commissioners simply approves the Capital Improvement Plan as a plan for the forecast period.

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County Public Utilities Department was established in 1989. We have grown in the last twenty-four years to approximately 5,389 water accounts, 39 sewer accounts, and 13 employees. The Columbus County Public Water Supply System consists of approximately 668 miles of water mains, 15 miles of sewer collection mains, 7 elevated water storage tanks, 1 booster pump station, and totals over 31.8 million dollars in assets. Approximately 70% of the County residents now have access to public water. As is apparent from the above history, this department has experienced tremendous growth and accomplishment through the efforts and foresight of past and present Columbus County Commissioners and staff. Their dedication to a countywide water and strategically located sanitary sewer system is the reason for this department's success.

WATER SYSTEM

Water Supply Facilities

It is believed that based upon the North Carolina Division of Water Resources database information that the ground water supply for Columbus County should be reliable through 2050. This is based upon the current levels of water in the three primary aquifers that are presently serving the County and municipal use, which are the Upper Cape Fear (western two-thirds of the County), Black Creek (almost the entire County), and the Pee Dee (entire County). Because the quality of water in the Black Creek is of high quality, there is little to no treatment required to meet public health drinking water standards other than disinfection. Currently there are no disinfection by-product issues with the Upper Cape Fear, so there is a heavier demand for these strata of water. The State continues to monitor the ground water levels in Columbus County and there are presently eight monitoring wells maintained ranging from 330 feet below the earth's surface to 1,028 feet. These test wells interface with five different aquifers with constant monitoring for developing a robust database.

Columbus County's well supply provides a safe yield of 2.097 MGD (million gallons per day). The production facility is comprised of eight wells throughout the five water districts. The ground water quality is superior for the region and requires no treatment other than disinfection. The distribution system is comprised of 668 miles of pipe ranging from 3/4 inch to 16 inch transmission comprised primarily of PVC and Ductile Iron. There is approximately 2,000,000 gallons of overhead storage for emergency reserves providing adequate pressure for service.

Water Supply Plan

The State of North Carolina requires that all water systems submit an approved Local Water Supply Plan annually. This plan is updated by the Columbus County Public Utilities Department staff and must be submitted to the state by April 1st of each year. The purpose of this plan is to provide evidence to the State that the water system is providing adequate planning for the supply of water through a designated planning period.

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However, several communities still do not have access to this service. The Columbus County Public Utilities Department is in the process of developing an infrastructure master plan to address un-served areas of the County and to develop policy and plans to connect the eastern part of the system to the western part that supports the majority of the industrial expansion.

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The Columbus County Public Utilities Department recognizes the importance of interconnects on both a local and regional basis and its role to serve other systems during mutual aid needs. These interconnections are also part of the department's risk management goals. The Columbus County Public Water Supply System is currently connected to the Town of Tabor City, the City of Northwest, the City of Whiteville, the Town of Boardman, and the Town of Chadbourn.

These connections are of a vital importance in the event of emergency water shortage conditions. The ability to provide and receive additional water from these various sources reduces risk and provides for sound regional planning. As the Columbus County Public Water Supply System continues to grow, there will be additional interconnections with the County's various neighbors.

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Wastewater Treatment

Columbus County currently owns a 125,000 GPD (gallon per day) facility on Livingston Creek in the Riegelwood Community that serves Hexion Specialty Chemicals, Incorporated. Discharge from this plant is permitted to the Cape Fear River Basin.

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FINANCIAL PLANNING

Revenue Projections

Revenue projections for the next ten years are difficult, if not impossible, to correctly predict. Revenues are tied to a myriad of factors including residential and commercial growth in Columbus County, local and regional economic conditions, and the ability of the Columbus County Public Utilities Department to meet all future water and sewer needs throughout the County and region. Before future revenues can be predicted, current revenue trends need to be reviewed for the last ten fiscal years.

CCPUD Operating Revenues

| Financial Period | Operating Revenues |
|-------------------------|---------------------------|
| Fiscal Year 2007 - 2008 | \$2,189,787 |
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|-------------------------|---------------------------|
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| Fiscal Year 2012 - 2013 | \$3,009,438 |
| Fiscal Year 2013 - 2014 | \$3,307,998 |
| Fiscal Year 2014 - 2015 | \$3,347,553 |
| Fiscal Year 2015 - 2016 | \$2,835,722 |
| Fiscal Year 2016 - 2017 | \$2,770,758 |

The Operating Revenue Table illustrates the revenue generated for the last ten years. You can see from these figures that revenues increased by over \$500,000. This represents a 28% increase in operating revenues during that time span. The majority of this increase is due to annual inflationary based increases in water and sewer rates and the growth of water and wastewater infrastructure throughout the County. The lone exception was FY 09-10 when rates were not adjusted due to the severe national economic condition. The overall financial strategy of the Public Utilities Department is to continue to maximize revenues consistent with an even pace of residential and commercial growth within the County. Expenditures will be kept in line while adequately maintaining treatment for the distribution systems and emphasizing regulatory compliance in all areas. The Columbus County Public Utilities Department is at a historical crossroads in the sense that 70% of all County residents have access to water. Additional access to water has been the primary source of a growing revenue base in the past. However, there are still areas within the county that require water. Because the population density in these areas is less than the current county average customers per mile, their financing options will be much more challenging. A Long Range Financial Plan has been developed, as part of the Consolidated Business Plan, to assist Columbus County with future financing options. Future revenue growth will be directly correlated to the department's ever increasingly important role as a regional water provider to surrounding municipalities.

RIVERBASIN STEWARDSHIP

Columbus County is a member of the Cape Fear River Assembly. This Assembly was organized to protect water quality and monitor the activity within the Basin, which could have a negative impact on our current and future drinking water supply. The Basin has now been organized into three sections, the Lower, the Middle, and the Upper Basin. Columbus County belongs to the Lower Basin. The Cape Fear River Assembly is taking a proactive approach to the long-range interest of the basin through the establishment of a comprehensive monitoring program. The Assembly just received a major grant from the State of North Carolina to study the entire basin. In addition to this, each of the three subsections is now forming monitoring coalitions. Each water system will be asked to participate financially in this program as well as to contract out specific monitoring tests that will provide each system, the Cape Fear River Assembly, and the State with vital data for activity impact and assessment. This information will play an important role in our ability to withdraw and discharge into the basin. Columbus County does not take any water from the river basin for its residential service; however, private industrial use is currently being served. Columbus County's Publicly Owned Treatment Works Facility discharges its treated effluent to the basin.

Environmental Education

In July of each year all Columbus County Public Utilities Department customers are provided with the annual Consumer Confidence Report (CCR) that outlines the water quality delivered to its customers. This educational document was posted on the Columbus County web page for the first time in Fiscal Year 2013-2014. Consumer Confidence Reports are required by the 1996 Safe Drinking Water Act (SDWA).

These reports give customers information about their water quality. This report must be delivered to all Columbus County Public Water Supply customers by July 1st of each year. Most customers want to be better informed about the quality and safety of their tap water. By providing them with this information, we have an important opportunity to increase public confidence in the quality and safety of their drinking water.

Capital Project Budget Summary

This Capital Project Budget Summary combines all the proposed capital projects discussed earlier in this report. It provides a snapshot of anticipated capital needs over the next ten years. The expenditures section shows each projects total budget. The revenue section shows the expected funding sources for each year.

Capital Improvement Plan Budget

These two (2) pages will be marked as Exhibit “H” and will be filed in Minute Book Attachments, Book Number 5, in the Clerk to the Board’s Office, for review.

Duly adopted this the 18th day of September 2017, upon motion made by Commissioner Ricky Bullard, seconded by Commissioner Giles E. Byrd, and adopted by the following vote:

Ayes: 7 Noes: -0- Absent: -0-

Board of Commissioners of the County of Columbus
By: /s/ James Prevatte, Chairman of the Board
Governing Body of Columbus County
Water and Sewer Districts

(SEAL)

ATTEST:

/s/ June Hall, Clerk to the Board

Commissioner Bullard made a motion to rescind the existing Capital Improvement Plan, and approve the new Capital Improvement Plan, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #19: COLUMBUS COUNTY WATER and SEWER DISTRICT II - CDBG APPLICATION DOCUMENTS for OLD DOCK ELEMENTARY SCHOOL WATER and SEWER PROJECT:

William S. Clark, County Manager, requested Board approval for submission of the following documents for \$1 million CDBG application for sewer funds for Old Dock Elementary School Water and Sewer Project, **and** approval for the Chairman to sign any other application

documents needed:

1. Resolution by Governing Body of Applicant;
2. Local Government Certification of Understanding of the Roles and Responsibilities Under the HUD State Community Development Block Grant (CDBG) Regulations;
3. Certifications Regarding Debarment, Suspension, and Other Responsibility Matters;
4. Commitment of Other Funds Form;
5. Conflict of Interest Disclosure;
6. Federal Performance and Procurement Requirements Certification; **and**
7. Disclosure Report.

(The required Public Hearing was held on this date at 6:30 P.M. before the meeting.)

Commissioner McDowell made a motion to approve the above listed seven (7) items for the CDBG Application Documents for Old Dock Elementary School Water and Sewer Project, seconded by Commissioner Bullard. The motion unanimously passed.

ADJOURNMENT:

At 7:20 P.M., Commissioner Burroughs made a motion to adjourn, seconded by Vice Chairman McKenzie. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

JAMES E. PREVATTE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, September 18, 2017
7:17 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District III Board.

COMMISSIONERS PRESENT:

James E. Prevatte, Chairman
Amon E. McKenzie, Vice-Chairman
Giles E. Byrd
Edwin Russ
Trent Burroughs
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, County Manager
Mike Stephens, County Attorney
June Hall, Clerk to the Board
Bobbie Faircloth, Finance Officer

MEETING CALLED TO ORDER:

At 7:17 P.M., Chairman James E. Prevatte called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

September 05, 2017 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Byrd made a motion to approve the September 05, 2017 Columbus County Water and Sewer District III Board Meeting Minutes, as recorded, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of MONTHLY BILLING ADJUSTMENTS:

Harold Nobles, Interim Public Utilities Director, requested Board approval of the following Monthly Billing Adjustments for April, May and June, 2017, for Columbus County Water and Sewer District III.

DISTRICT III ADJUSTMENTS FOR APRIL, MAY, & JUNE 2017

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-------------|---------------|------------------|----------------|------------------------------|
| 4/18/2017 | 380900.00 96 | EVA BELL | \$28.14 | RETURNED CHECK |
| 4/18/2017 | 380900.00 96 | EVA BELL | \$25.00 | RETURNED CHECK FEE |

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-----------|--------------|-------------------|------------|-----------------------|
| 4/28/2017 | 370415.00 97 | WILLIAM LING III | \$50.00 | METER TAMPERING FEE |
| 5/2/2017 | 380800.00 97 | JOY MCDONALD | \$37.21 | RETURNED CHECK |
| 5/2/2017 | 380800.00 97 | JOY MCDONALD | \$25.00 | RETURNED CHECK FEE |
| 5/10/2017 | 331680.00 98 | CHARLES HORNE | \$(717.51) | LEAK ADJUSTMENT |
| 5/18/2017 | 371170.00 97 | WILLIAM COUNCIL | \$(18.02) | BILLING ERROR |
| 5/18/2017 | 380150.00 95 | ERNEST GASKINS JR | \$(30.69) | POSTING ERROR |
| 5/31/2017 | 370575.00 98 | SHANNON HARRELSON | \$(18.24) | BILLING ERROR |
| 5/31/2017 | 350974.00 92 | PRESTON PAGE | \$25.00 | SERVICE CALL FEE |
| 6/9/2017 | 381035.00 96 | ELIZABETH HEWETT | \$50.00 | METER TAMPERING FEE |
| 6/9/2017 | 331680.00 98 | CHARLES HORNE | \$(897.04) | LEAK ADJUSTMENT |

Commissioner Russ made a motion to approve the monthly billing adjustments for April, May and June, 2017 for Columbus County Water and Sewer District III, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CAPITAL IMPROVEMENT PLAN:

Harold Nobles, Interim Public Utilities Director, requested Board Approval of the following Capital Improvement Plan.

**Capital Improvement Plan
For Columbus County Public Utilities
Fiscal Year 2017/2018**

EXECUTIVE SUMMARY

The Capital Improvement Plan attached herewith is a working tool developed by the Public Utilities Department staff to give guidance toward the Columbus County water and sewer infrastructure development and capital needs program. It consists of an assessment of the current water and wastewater systems and projects these capital needs over a ten year period. This plan is offered to the Columbus County Board of Commissioners to seek their guidance and input as they look toward Columbus County's future. This plan should be a helpful fiscal planning tool that will allow the County to forecast capital demands on revenues and borrowing power to help avoid overextending itself financially during the next ten years and beyond. Columbus County Public Utilities recommends that the review and approval of this Capital Improvement Plan be accomplished annually as part of the budget process. General approval of this document by resolution does not commit the Columbus County Board of Commissioners to specific approval of any one project or expenditure, nor does it appropriate money for any project. This would still be accomplished through separate capital project ordinances. The approval by resolution from the Columbus County Board of Commissioners simply approves the Capital Improvement Plan as a plan for the forecast period.

DESCRIPTION OF COUNTY

Demographics

Columbus County, established in 1808, is a rural county located in the southeastern portion of North Carolina. It is bordered by Robeson County to the northwest, Brunswick County to the southeast, Bladen and Pender Counties to the north, and Horry County, South Carolina to the south. Columbus County, the namesake of Christopher Columbus, is the third largest county in land area in North Carolina. The total land area is 954 square miles, with an estimated population of 58,078 residents. Columbus County at the northern boundary joins Bladen County and its southern boundary joins the northern boundary of Brunswick County. The most eastern edge of Columbus County joins the Cape Fear River which is the boundary between Pender County and Brunswick County. Robeson County joins the northwest corner of Columbus County. The western boundary of Columbus County is the state line of North and South Carolina bound by Horry County. Columbus County has ten incorporated towns: Boardman, Bolton, Brunswick, Cerro Gordo, Chadbourn, Fair Bluff, Tabor City, Lake Waccamaw, Sandyfield, and Whiteville. In addition, there are nine townships: Bogue, Bug Hill, Lees, Ransom, South Williams, Tatum, Welches Creek, Western Prong and Williams. The City of Whiteville is the county seat.

Land Area Configurations

Columbus County is located in the southeastern portion of North Carolina and lies in the Coastal Plain Region. This region experiences an average of forty four inches of rainfall per year. Topography is very flat with elevation range of a low of two feet above sea level to sixty feet above sea level.

Description of Existing Facilities

The Columbus County Public Utilities Department provides water services to approximately 16,167 Columbus County residents. The Columbus County Public Water Supply System supplies water to its rural citizens and has emergency interconnections with five of the nine towns within the County and one sanitary district. It supplies water to the Tabor City Correctional Facilities, Acme Delco Elementary School, Acme Delco Middle School and the Columbus Charter School. The Columbus County Public Utilities Department also has a water purchase contract with the Town of Tabor City. The Columbus County Public Water Supply System utilizes the Black Creek, Pee Dee, and Upper Cape Fear Aquifers as the source for the system's drinking water and currently has pumping capacity of two million gallons a day. The Columbus County Public Water Supply System is made up of five County water and sewer districts. Each of these districts exists as a separate legal entity pursuant to Chapter 162A of the North Carolina General Statutes. The County maintains and operates the districts for a fee equal to the districts' debt service amount. This amount is paid from general revenues received from water and/or wastewater sales from the various districts. The County established a "Columbus County Public Utilities Fund" in Fiscal Year 2014/2015 that consolidated accounting for the operation of these districts. This allowed the department to budget revenues and expenditures in a consolidated manner rather than five individual district budgets. The Columbus County Public Utilities Department was established in 1989. We have grown in the last twenty-four years to approximately 5,389 water accounts, 39 sewer accounts, and 13 employees. The Columbus County Public Water Supply System consists of approximately 668 miles of water mains, 15 miles of sewer collection mains, 7 elevated water storage tanks, 1 booster pump station, and totals over 31.8 million dollars in assets. Approximately 70% of the County residents now have access to public water. As is apparent from the above history, this department has experienced tremendous growth and accomplishment through the efforts and foresight of past and present Columbus County Commissioners and staff. Their dedication to a countywide water and strategically located sanitary sewer system is the reason for this department's success.

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Capital Improvement Plan Budget

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Duly adopted this the 18th day of September 2017, upon motion made by Commissioner Ricky Bullard, seconded by Commissioner Giles E. Byrd, and adopted by the following vote:

Ayes: 7 Noes: -0- Absent: -0-

Board of Commissioners of the County of Columbus
By: /s/ James Prevatte, Chairman of the Board
Governing Body of Columbus County
Water and Sewer Districts

(SEAL)

ATTEST:

/s/ June Hall, Clerk to the Board

Commissioner Bullard made a motion to rescind the existing Capital Improvement Plan, and approve the new Capital Improvement Plan, seconded by Commissioner Byrd. The motion unanimously passed.

ADJOURNMENT:

At 7:20 P.M., Commissioner Burroughs made a motion to adjourn, seconded by Vice Chairman McKenzie. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

JAMES E. PREVATTE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, September 18, 2017
7:17 P.M.**

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District IV Board.

COMMISSIONERS PRESENT:

James E. Prevatte, Chairman
Amon E. McKenzie, Vice-Chairman
Giles E. Byrd
Edwin Russ
Trent Burroughs
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, County Manager
Mike Stephens, County Attorney
June Hall, Clerk to the Board
Bobbie Faircloth, Finance Officer

MEETING CALLED TO ORDER:

At 7:17 P.M., Chairman James E. Prevatte called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

September 05, 2017 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Byrd made a motion to approve the September 05, 2017 Columbus County Water and Sewer District IV Board Meeting Minutes, as recorded, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of MONTHLY BILLING ADJUSTMENTS:

Harold Nobles, Interim Public Utilities Director, requested Board approval of the following Monthly Billing Adjustments for April, May and June, 2017, for Columbus County Water and Sewer District IV.

DISTRICT IV ADJUSTMENTS FOR APRIL, MAY, & JUNE 2017

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-------------|---------------|------------------|----------------|------------------------------|
| 4/6/2017 | 430161.00 96 | LAQUANDA GRAHAM | \$25.00 | SERVICE CALL FEE |

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-----------|--------------|---------------------|-----------|-------------------------------|
| 4/28/2017 | 430049.00 98 | LENARD GRESHAM | \$75.00 | METER TAMPERING FEE/METER BOX |
| 5/18/2017 | 430492.00 97 | RADNEY THAYER | (\$27.59) | CUSTOMER DECEASED |
| 5/18/2017 | 430570.00 98 | MICHEAL MOORE | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 430454.00 96 | LONI RODRIGUEZ | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 43049300 98 | HAZEL BIGFORD | \$50.00 | METER TAMPERING FEE |
| 5/18/2017 | 430628.00 97 | JASON YOUNG | \$50.00 | METER TAMPERING FEE |
| 5/31/2017 | 430064.00 95 | BRITTANY RICHARDSON | \$57.69 | RETURNED BANK DRAFT |
| 5/31/2017 | 430064.00 95 | BRITTANY RICHARDSON | \$25.00 | RETURNED BANK DRAFT FEE |
| 6/9/2017 | 430171.00 98 | PORTIA SUGGS | \$(55.96) | LEAK ADJUSTMENT |

Commissioner Russ made a motion to approve the monthly billing adjustments for April, May and June, 2017 for Columbus County Water and Sewer District IV, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CAPITAL IMPROVEMENT PLAN:

Harold Nobles, Interim Public Utilities Director, requested Board Approval of the following Capital Improvement Plan.

**Capital Improvement Plan
For Columbus County Public Utilities
Fiscal Year 2017/2018**

EXECUTIVE SUMMARY

The Capital Improvement Plan attached herewith is a working tool developed by the Public Utilities Department staff to give guidance toward the Columbus County water and sewer infrastructure development and capital needs program. It consists of an assessment of the current water and wastewater systems and projects these capital needs over a ten year period. This plan is offered to the Columbus County Board of Commissioners to seek their guidance and input as they look toward Columbus County's future. This plan should be a helpful fiscal planning tool that will allow the County to forecast capital demands on revenues and borrowing power to help avoid overextending itself financially during the next ten years and beyond. Columbus County Public Utilities recommends that the review and approval of this Capital Improvement Plan be accomplished annually as part of the budget process. General approval of this document by resolution does not commit the Columbus County Board of Commissioners to specific approval of any one project or expenditure, nor does it appropriate money for any project. This would still be accomplished through separate capital project ordinances. The approval by resolution from the Columbus County Board of Commissioners simply approves the Capital Improvement Plan as a plan for the forecast period.

DESCRIPTION OF COUNTY

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Land Area Configurations

Columbus County is located in the southeastern portion of North Carolina and lies in the Coastal Plain Region. This region experiences an average of forty four inches of rainfall per year. Topography is very flat with elevation range of a low of two feet above sea level to sixty feet above sea level.

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WATER SYSTEM

Water Supply Facilities

It is believed that based upon the North Carolina Division of Water Resources database information that

the ground water supply for Columbus County should be reliable through 2050. This is based upon the current levels of water in the three primary aquifers that are presently serving the County and municipal use, which are the Upper Cape Fear (western two-thirds of the County), Black Creek (almost the entire County), and the Pee Dee (entire County). Because the quality of water in the Black Creek is of high quality, there is little to no treatment required to meet public health drinking water standards other than disinfection. Currently there are no disinfection by-product issues with the Upper Cape Fear, so there is a heavier demand for these strata of water. The State continues to monitor the ground water levels in Columbus County and there are presently eight monitoring wells maintained ranging from 330 feet below the earth's surface to 1,028 feet. These test wells interface with five different aquifers with constant monitoring for developing a robust database.

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The State of North Carolina requires that all water systems submit an approved Local Water Supply Plan annually. This plan is updated by the Columbus County Public Utilities Department staff and must be submitted to the state by April 1st of each year. The purpose of this plan is to provide evidence to the State that the water system is providing adequate planning for the supply of water through a designated planning period.

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Columbus County is planning to adopt a Water Shortage & Conservation Ordinance in the fall of 2017. The ordinance is in response to the drought conditions in our area over the last several years. The ordinance will more clearly define the stages of water conservation and what triggers their enactment. It will also help establish a normal irrigation schedule and increase the department's enforcement authority during emergencies. Our water supply is a critical resource that must be protected at all costs. This ordinance is also critical to infrastructure funding with federal and state agencies.

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Currently five water districts are in operation and provide water service to the general public. However, several communities still do not have access to this service. The Columbus County Public Utilities Department is in the process of developing an infrastructure master plan to address un-served areas of the County and to develop policy and plans to connect the eastern part of the system to the western part that supports the majority of the industrial expansion.

Regional Interconnects

The Columbus County Public Utilities Department recognizes the importance of interconnects on both a local and regional basis and its role to serve other systems during mutual aid needs. These interconnections are also part of the department's risk management goals. The Columbus County Public Water Supply System is currently connected to the Town of Tabor City, the City of Northwest, the City of Whiteville, the Town of Boardman, and the Town of Chadbourn.

These connections are of a vital importance in the event of emergency water shortage conditions. The ability to provide and receive additional water from these various sources reduces risk and provides for sound

regional planning. As the Columbus County Public Water Supply System continues to grow, there will be additional interconnections with the County's various neighbors.

WASTEWATER SYSTEM

Wastewater Treatment

Columbus County currently owns a 125,000 GPD (gallon per day) facility on Livingston Creek in the Riegelwood Community that serves Hexion Specialty Chemicals, Incorporated. Discharge from this plant is permitted to the Cape Fear River Basin.

Columbus County has entered into a contract with Grand Strand Water and Sewer Authority for wastewater services in parts of Water and Sewer District V. The County contracts for treatment and Operation & Maintenance service for this collection system. Columbus County's ownership will be transferred to the Grand Strand Water and Sewer Authority in accordance with the current contract as a pre-agreed arrangement. This stipulation was part of the agreement to influence Grand Strand Water and Sewer Authority's interest to provide wastewater services inside Columbus County Water and Sewer District V.

FINANCIAL PLANNING

Revenue Projections

Revenue projections for the next ten years are difficult, if not impossible, to correctly predict. Revenues are tied to a myriad of factors including residential and commercial growth in Columbus County, local and regional economic conditions, and the ability of the Columbus County Public Utilities Department to meet all future water and sewer needs throughout the County and region. Before future revenues can be predicted, current revenue trends need to be reviewed for the last ten fiscal years.

CCPUD Operating Revenues

| Financial Period | Operating Revenues |
|-------------------------|---------------------------|
| Fiscal Year 2007 - 2008 | \$2,189,787 |
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| Fiscal Year 2014 - 2015 | \$3,347,553 |
| Fiscal Year 2015 - 2016 | \$2,835,722 |
| Fiscal Year 2016 - 2017 | \$2,770,758 |

The Operating Revenue Table illustrates the revenue generated for the last ten years. You can see from these figures that revenues increased by over \$500,000. This represents a 28% increase in operating revenues during that time span. The majority of this increase is due to annual inflationary based increases in water and sewer rates and the growth of water and wastewater infrastructure throughout the County. The

lone exception was FY 09-10 when rates were not adjusted due to the severe national economic condition. The overall financial strategy of the Public Utilities Department is to continue to maximize revenues consistent with an even pace of residential and commercial growth within the County. Expenditures will be kept in line while adequately maintaining treatment for the distribution systems and emphasizing regulatory compliance in all areas. The Columbus County Public Utilities Department is at a historical crossroads in the sense that 70% of all County residents have access to water. Additional access to water has been the primary source of a growing revenue base in the past. However, there are still areas within the county that require water. Because the population density in these areas is less than the current county average customers per mile, their financing options will be much more challenging. A Long Range Financial Plan has been developed, as part of the Consolidated Business Plan, to assist Columbus County with future financing options. Future revenue growth will be directly correlated to the department's ever increasingly important role as a regional water provider to surrounding municipalities.

RIVERBASIN STEWARDSHIP

Columbus County is a member of the Cape Fear River Assembly. This Assembly was organized to protect water quality and monitor the activity within the Basin, which could have a negative impact on our current and future drinking water supply. The Basin has now been organized into three sections, the Lower, the Middle, and the Upper Basin. Columbus County belongs to the Lower Basin. The Cape Fear River Assembly is taking a proactive approach to the long-range interest of the basin through the establishment of a comprehensive monitoring program. The Assembly just received a major grant from the State of North Carolina to study the entire basin. In addition to this, each of the three subsections is now forming monitoring coalitions. Each water system will be asked to participate financially in this program as well as to contract out specific monitoring tests that will provide each system, the Cape Fear River Assembly, and the State with vital data for activity impact and assessment. This information will play an important role in our ability to withdraw and discharge into the basin. Columbus County does not take any water from the river basin for its residential service; however, private industrial use is currently being served. Columbus County's Publicly Owned Treatment Works Facility discharges its treated effluent to the basin.

Environmental Education

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These reports give customers information about their water quality. This report must be delivered to all Columbus County Public Water Supply customers by July 1st of each year. Most customers want to be better informed about the quality and safety of their tap water. By providing them with this information, we have an important opportunity to increase public confidence in the quality and safety of their drinking water.

Capital Project Budget Summary

This Capital Project Budget Summary combines all the proposed capital projects discussed earlier in this report. It provides a snapshot of anticipated capital needs over the next ten years. The expenditures section shows each projects total budget. The revenue section shows the expected funding sources for each year.

Capital Improvement Plan Budget

These two (2) pages will be marked as Exhibit "H" and will be filed in Minute Book Attachments, Book Number 5, in the Clerk to the Board's Office, for review.

Duly adopted this the 18th day of September 2017, upon motion made by Commissioner Ricky Bullard, seconded by Commissioner Giles E. Byrd, and adopted by the following vote:

Ayes: 7 Noes: -0- Absent: -0-

Board of Commissioners of the County of Columbus
By: /s/ James Prevatte, Chairman of the Board
Governing Body of Columbus County
Water and Sewer Districts

(SEAL)

ATTEST:

/s/ June Hall, Clerk to the Board

Commissioner Bullard made a motion to rescind the existing Capital Improvement Plan, and approve the new Capital Improvement Plan, seconded by Commissioner Byrd. The motion unanimously passed.

ADJOURNMENT:

At 7:20 P.M., Commissioner Burroughs made a motion to adjourn, seconded by Vice Chairman McKenzie. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

JAMES E. PREVATTE, Chairman

COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, September 18, 2017
7:17 P.M.

The Honorable Columbus County Commissioners met on the above stated date and at the above stated time in the Dempsey B. Herring Courthouse Annex Building, located at 112 West Smith Street, Whiteville, North Carolina, to act as the Columbus County Water and Sewer District V Board.

COMMISSIONERS PRESENT:

James E. Prevatte, Chairman
Amon E. McKenzie, Vice-Chairman
Giles E. Byrd
Edwin Russ
Trent Burroughs
Ricky Bullard
Charles T. McDowell

APPOINTEES PRESENT:

William S. Clark, County Manager
Mike Stephens, County Attorney
June Hall, Clerk to the Board
Bobbie Faircloth, Finance Officer

MEETING CALLED TO ORDER:

At 7:17 P.M., Chairman James E. Prevatte called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

September 05, 2017 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Byrd made a motion to approve the September 05, 2017 Columbus County Water and Sewer District V Board Meeting Minutes, as recorded, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #16: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of MONTHLY BILLING ADJUSTMENTS:

Harold Nobles, Interim Public Utilities Director, requested Board approval of the following Monthly Billing Adjustments for April, May and June, 2017, for Columbus County Water and Sewer District V.

DISTRICT V ADJUSTMENTS FOR APRIL, MAY, & JUNE 2017

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-------------|---------------|----------------------|----------------|------------------------------|
| 4/5/2017 | 709801.00 98 | DERRICK FARMER | \$(30.00) | BILLING ERROR |
| 4/18/2017 | 709870.00 98 | NEW LIGHT AME CHURCH | \$(541.51) | LEAK ADJUSTMENT |

| DATE | ACCT # | ACCT NAME | ADJ AMT | REASON FOR ADJUSTMENT |
|-----------|--------------|----------------|------------|---|
| 4/18/2017 | 800542.00 98 | JOHN HAMMOND | \$(100.00) | BILLING ERROR |
| 5/18/2017 | 700060.00 98 | DANNY BUCK | \$(134.89) | LEAK ADJUSTMENT |
| 5/18/2017 | 800564.00 98 | KEVIN MCCALL | \$(83.15) | LEAK ADJUSTMENT |
| 6/9/2017 | 709921.00 98 | RONALD KIP RAY | \$310.00 | METER TAMPERING FEE - 3RD OFFENSE/LOCK |
| 6/19/2017 | 700999.00 98 | JODY BRUTON | \$(390.51) | LEAK ADJUSTMENT |

Commissioner Russ made a motion to approve the monthly billing adjustments for April, May and June, 2017 for Columbus County Water and Sewer District V, seconded by Vice Chairman McKenzie. The motion unanimously passed.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of CAPITAL IMPROVEMENT PLAN:

Harold Nobles, Interim Public Utilities Director, requested Board Approval of the following Capital Improvement Plan.

**Capital Improvement Plan
For Columbus County Public Utilities
Fiscal Year 2017/2018**

EXECUTIVE SUMMARY

The Capital Improvement Plan attached herewith is a working tool developed by the Public Utilities Department staff to give guidance toward the Columbus County water and sewer infrastructure development and capital needs program. It consists of an assessment of the current water and wastewater systems and projects these capital needs over a ten year period. This plan is offered to the Columbus County Board of Commissioners to seek their guidance and input as they look toward Columbus County's future. This plan should be a helpful fiscal planning tool that will allow the County to forecast capital demands on revenues and borrowing power to help avoid overextending itself financially during the next ten years and beyond. Columbus County Public Utilities recommends that the review and approval of this Capital Improvement Plan be accomplished annually as part of the budget process. General approval of this document by resolution does not commit the Columbus County Board of Commissioners to specific approval of any one project or expenditure, nor does it appropriate money for any project. This would still be accomplished through separate capital project ordinances. The approval by resolution from the Columbus County Board of Commissioners simply approves the Capital Improvement Plan as a plan for the forecast period.

DESCRIPTION OF COUNTY

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Ayes: 7 Noes: -0- Absent: -0-

Board of Commissioners of the County of Columbus
By: /s/ James Prevatte, Chairman of the Board
Governing Body of Columbus County
Water and Sewer Districts

(SEAL)

ATTEST:

/s/ June Hall, Clerk to the Board

Commissioner Bullard made a motion to rescind the existing Capital Improvement Plan, and approve the new Capital Improvement Plan, seconded by Commissioner Byrd. The motion unanimously passed.

ADJOURNMENT:

At 7:20 P.M., Commissioner Burroughs made a motion to adjourn, seconded by Vice Chairman McKenzie. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

JAMES E. PREVATTE, Chairman