

COLUMBUS COUNTY BOARD OF COMMISSIONERS**Monday, May 07, 2018****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 their regularly scheduled meeting, it being the first Monday.

COMMISSIONERS PRESENT:

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

APPOINTEES PRESENT:

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

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

At 6:30 P.M., Chairman Amon E. McKenzie called the May 07, 2018 Columbus County Board of Commissioners Regular Session Meeting to order. The invocation was delivered by Commissioner James E. Prevatte. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which was led by Commissioner P. Edwin Russ..

Agenda Item #4: BOARD MINUTES APPROVAL:

Commissioner Russ made a motion to approve the April 16, 2018 Regular Session Board Meeting Minutes, as recorded, and the April 25, 2018 Board Retreat Minutes, as recorded, seconded by Commissioner Bullard. The motion unanimously passed.

Agenda Item #5: PUBLIC INPUT:

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

1. **Jack Lavern Coleman, 87 Carrie Lane, Bolton, NC:** stated the following:
 - I live in the eastern part of the County;
 - They have a chemical log producing plant that is just going up that nobody seems to know nothing about;
 - They intend to start releasing 140 tons of chemicals in our atmosphere every year;
 - No one seems to know one cock-eyed thing about it, and they are in full operation right now;
 - I want to know why this has gone this far, and why wasn't it stopped before they even started this operation;
 - We bombed Syria for poisoning their citizens, but you will be allowing this company to poison our children and our citizens in that end of the County;
 - Why have you sit around and let it get this far, and I had to come up here, we are fighting right now, we had a meeting the other day, and we are going to have another meeting on the 15th at Acme Delco Middle School;
 - Why -and- what have you got against the eastern end of the County?;
 - Do you want it not to grow, and you want to run the people slam out of the area?;
 - Who would want to live in an area with chemicals, the same chemical that you poison tobacco beds with?;
 - This company will export our logs to another country to make furniture out of;
 - I am asking that, and I would like for someone to give me an answer and I don't care how, in The News Reporter or however;
 - That is my school, I have fought hard for that school for years now;
 - You are sitting back, the Committee of 100, and allowing a company to start an operation like that, and that is wrong;
 - There is no way that any of you can justify that;
 - The County seems to end at Highway 211; **and**

-Why was this not located at the old Georgia-Pacific plant?

Chairman Amon E. McKenzie: we will look into this.

Commissioner James E. Prevatte: I did not know anything about this until this morning. They did not need our permission to start. Gary, did you know about this?

Gary Lanier: Yes sir. They applied for a special-use permit before the end of 2017. The surrounding landowners were sent letters to invite them to the public hearing. The public hearing was advertised in The News Reporter. The meetings were held here. The Planning Board listened to their presentations, listened to their experts on the safety mechanisms they had in place for the public health and safety. The Planning Board recommended to move forward to the next level which is the Board of Adjustments. The Board of Adjustments held their hearing, and issued their special-use permit. What we do not have is any jurisdiction over, however, is the air quality permitting process. That is the responsibility of the State of North Carolina and that is what is going on right now.

Jack Lavern Coleman: The logs are being cut and stuck in the containers right now.

Gary Lanier: They have not done any fumigation yet.

Jack Lavern Coleman: So they say. They got no air monitors down there. You need to look up the poison they are using to fumigate these logs. It will kill insects, grass, birds and that place is just getting back green from the previous chemical plant that left. If you sit back and allow this to happen, you are no better than the guy in Syria.

Chairman McKenzie - We will look into this.

2. **Tally Bowen:** stated the following:

-I was at the Planning Board Meeting about the asphalt plant re-zoning and I need some clarification;

-I was told even if they voted no it would come before you by Mr. Lanier;

-If that is the case, what is the purpose of the Planning Board or any of it?; **and**

-The Planning Board is trying to re-zone the land, so they can build a new plant, and the citizens do not want this to happen.

Gary Lanier, Economic Development/Planning Director: stated the following:

-The process for a map amendment is the Planning Board has to look at the proposed map change or amendment and issue a letter to the Board of Commissioners as to whether it is in keeping with the Columbus County Land Use Plan, and to make any recommendations as to their thoughts as to their applicability;

-The land is currently zoned light industrial;

-The plant that operated at that site for a number of years was operating illegally;

-The owner sent us a letter asking that the land be amended and changed the classification from light industrial to heavy industrial;

-A map change, however, requires the next step, in this case, the Board of Adjustments is not involved; **and**

-A map change comes with a public hearing before the County Commissioners and following that public hearing, a vote by the Board of Commissioners whether or not that map is changed.

James Prevatte: stated due to the close proximity of this location to dwelling houses and a church, I will not support a map amendment to heavy industrial.

Agenda Item #6: PROCLAMATION - LOYALTY DAY PROCLAMATION:

Angela Norris, President of Ladies Auxiliary, VFW Post, requested Board approval and adoption of the following Loyalty Day Proclamation.

**LOYALTY DAY PROCLAMATION
MAY 01, 2018**

WHEREAS, Loyalty Day was first observed in 1921 as “Americanization Day”: to counterbalance Labor Day on May Day (May1), celebrated in other parts of the world; **and**

WHEREAS, on May 01, 1930, about 120,000 Veterans of Foreign War members staged a rally at New York’s Union Square to promote patriotism; **and**

WHEREAS, through a resolution adopted in 1949, May 01 evolved into Loyalty Day; **and**

WHEREAS, observances began on April 28, 1950, and climaxed on May 01 when more than five million people across the nation held rallies; **and**

WHEREAS, on July 18, 1958, the Congress designated May 01 of each year as Loyalty Day (Public Law 85-529) to foster loyalty and love of the country; **and**

WHEREAS, Loyalty Day is a special day for the reaffirmation of loyalty to the United States and for the recognition of the heritage of American Freedom; **and**

- WHEREAS**, the President is requested to issue a proclamation -
- (1) calling on United States Government officials to display the flag of the United States on all Government buildings on Loyalty Day; **and**
 - (2) inviting the people of the United States to observe Loyalty day with appropriate ceremonies in schools and other suitable places.

NOW, THEREFORE, BE IT PROCLAIMED that we, the Columbus County Board of Commissioners, proclaim May 01 as Loyalty Day in Columbus County for 2018 and in all pursuing years.

APPROVED and **ADOPTED** this the 7th day of May, 2018.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ AMON E. McKENZIE, Chairman

/s/ JAMES E. PREVATTE

/s/ P. EDWIN RUSS

/s/ CHARLES T. McDOWELL

/s/ MICHAEL H. STEPHENS, County Manager/Attorney

/s/ TRENT BURROUGHS, Vice Chairman

/s/ GILES E. BYRD

/s/ RICKY BULLARD

ATTESTED BY:

/s/ JUNE B. HALL, Clerk to the Board

Commissioner Bullard made a motion to approve and adopt the Loyalty Day Proclamation, seconded by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #7: PROCLAMATION - MOTORCYCLE SAFETY AWARENESS MONTH PROCLAMATION:

Will McCulloch, President of the Concerned Bikers Association, requested Board approval and adoption of the following Motorcycle Safety Awareness Month Proclamation.

MOTORCYCLE SAFETY AWARENESS MONTH PROCLAMATION MAY 2018

WHEREAS, motorcycle riding is a popular form of recreation and transportation for thousands of citizens across North Carolina and the United States; **and**

WHEREAS, North Carolina has over one hundred forty-two thousand (196,000) registered motorcycles and over two hundred sixty thousand (260,000) licensed drivers who have either a motorcycle endorsement or a motorcycle learner's permit; **and**

WHEREAS, it is important that the citizens of North Carolina be aware of motorcycles on our roadways and recognize the importance of motorcycle safety and of sharing the roadways; **and**

WHEREAS, the safe operation of a motorcycle is enhanced through a combination of rider training and experience, good judgment, and a knowledge of traffic laws and licensing requirements; **and**

WHEREAS, several organizations, such as the **Columbus County Concerned Bikers Association (CBA)**, along with the North Carolina Motorcycle Safety Education Program, other state and local motorcycle clubs and riding/social clubs, are committed to increasing the safe operation of motorcycles by promoting rider-safety education programs, and their goal is to alert the motorists of Columbus County to

LOOK TWICE, SAVE A LIFE ; and

WHEREAS, MOTORCYCLE AWARENESS MONTH is designed to increase public awareness about motorcycles and to encourage their safe and proper use among motorcycle riders.

NOW, THEREFORE, we, the Columbus County Board of Commissioners, do hereby proclaim the month of May, 2018 as “**MOTORCYCLE SAFETY AWARENESS MONTH**” in Columbus County, and urge all citizens to commend its observance.

ADOPTED this the 7th day of May, 2018.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ AMON E. McKENZIE, Chairman

/s/ JAMES E. PREVATTE

/s/ P. EDWIN RUSS

/s/ CHARLES T. McDOWELL

/s/ MICHAEL H. STEPHENS, County Manager/Attorney

/s/ TRENT BURROUGHS, Vice Chairman

/s/ GILES E. BYRD

/s/ RICKY BULLARD

ATTESTED BY:

/s/ JUNE B. HALL, Clerk to the Board

Commissioner Russ made a motion to approve and adopt the Motorcycle Safety Awareness Month Proclamation, seconded by Commissioner McDowell. The motion unanimously passed.

Agenda Item #8: PROCLAMATION - ELDER ABUSE PREVENTION AWARENESS:

Amanda Harrelson, Director of Aging, requested Board approval and adoption of the following Elder abuse Prevention Awareness Proclamation.

**ELDER ABUSE PREVENTION AWARENESS
PROCLAMATION**

WHEREAS, elder abuse is the broad term used to identify mistreatment of elderly and disabled adults; **and**

WHEREAS, abuse and neglect of elderly and disabled adults is one of the most under recognized and under reported social problems in this country; **and**

WHEREAS, the magnitude of the problem is likely to increase for several reasons, especially with the increasing rise in the number of elderly population; **and**

WHEREAS, mistreatment can take many forms: physical abuse, emotional abuse, sexual abuse, neglect by a caregiver, self neglect, exploitation, and financial exploitation; **and**

WHEREAS, it is estimated that approximately five million (5,000,000) people age sixty plus (60+) suffer elder abuse every year; **and**

WHEREAS, it is estimated that approximately one (1) out of every twenty-four (24) cases of elder abuse is reported; **and**

WHEREAS, abuse of the elderly and disabled is preventable.

NOW, THEREFORE, BE IT PROCLAIMED, by the Columbus County Board of Commissioners that May 13, 2018 through June 17, 2018, be recognized as “**ELDER ABUSE PREVENTION AWARENESS** ” in Columbus County, and that all residents and other jurisdictions are encouraged to become more aware of this problem and join in the prevention of elder abuse.

APPROVED and ADOPTED this the 7th day of May, 2018.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ AMON E. McKENZIE, Chairman

/s/ JAMES E. PREVATTE

/s/ P. EDWIN RUSS

/s/ CHARLES T. McDOWELL

/s/ MICHAEL H. STEPHENS, County Manager/Attorney

/s/ TRENT BURROUGHS, Vice Chairman

/s/ GILES E. BYRD

/s/ RICKY BULLARD

ATTESTED BY:

/s/ JUNE B. HALL, Clerk to the Board

Commissioner Burroughs made a motion to approve and adopt the Elder Abuse Prevention Awareness Proclamation, seconded by Commissioner Byrd. The motion unanimously passed.

Amanda Harrelson, Director of Aging, delivered the following update on the Aging Department:

1. This year, in lieu of the senior walks, we will have a Plant-A-Tree Ceremony on Thursday, May 31, 2018, at 10:00 A.M., at the Whiteville Senior Center;
2. The location of the tree planting is yet to be decided;
3. We will plant one (1) tree each consecutive year for all of the seven (7) senior centers;
4. We have a tree that has been donated by Hughes and Hughes in Ash, North Carolina;
5. Beside each tree that is planted, we will have a plaque; **and**
6. We all need to be observant and responsive to any elder abuse you see or are aware of.

Agenda Item #9: ADMINISTRATION - AGREEMENT for NC EMERGENCY MANAGEMENT DISASTER RECOVERY ASSISTANCE PROGRAM (NCEM-DRA 17):

Mike Stephens, County Manager/Attorney, requested Board approval of the Agreement between Columbus County and The Adams Company for Administration and Technical Housing Services for the NCEM-DRA 17 Grant Program.

Vice Chairman Burroughs made a motion to approve the Agreement for DRA-17 Administrative and Technical Housing Services Between County of Columbus and The Adams Company, Incorporated for one hundred eighty and 00/100 (\$180,000.00) dollars seconded by Commissioner Byrd. The motion unanimously passed. A copy of this agreement will be marked as Exhibit "A", and kept on file in the Minute Book Attachments, Book Number 6, in the Clerk to the Board's Office, for review.

Agenda Item #10: HEALTH - FEE INCREASE:

Kimberly L. Smith, Health Director, requested Board approval of the increase of the Lab Collection Fee from seven and 00/100 (\$7.00) dollars to ten and 00/100 (\$10.00) dollars.

Commissioner Bullard made a motion to approve the increase of the Lab Collection Fee from seven and 00/100 (\$7.00) dollars to ten and 00/100 (\$10.00) dollars, seconded by Commissioner McDowell. The motion unanimously passed.

Agenda Item #11: HEALTH - PROPOSED ENVIRONMENTAL HEALTH FEE:

Kimberly Smith, Health Director, requested Board approval of the following proposed Environmental Health Fee for sixty-four and 50/100 (\$64.50) dollars.

Commissioner McDowell made a motion to approve the proposed Environmental Health Fee for sixty-four and 50/100 (\$64.50) dollars, seconded by Commissioner Russ. The motion unanimously passed.

Agenda Item #12: ECONOMIC DEVELOPMENT - PROJECT CHES:

Gary Lanier, Economic Development/Planning Director, requested Board approval of the following Resolution of Support, and grant application documents for Project Chess.

**RESOLUTION FOR THE COUNTY OF COLUMBUS
APPLICATION FOR BUILDING REUSE & RESTORATION GRANT FUNDING FOR
PROJECT CHES**

WHEREAS, the Columbus County Board of Commissioners has previously indicated its desire to assist in economic development efforts within the County; and,

WHEREAS, the Columbus County Economic Development Commission Board has indicated their support for a Building Reuse and Restoration Grant in support of Project Chess (Southern Belle Organics) to the Columbus County Board of Commissioners; and,

WHEREAS, the Columbus County Board of Commissioners wishes the Columbus County

Economic Development Commission office to pursue a formal application for a Building Reuse & Restoration Grant with the Rural Division of the North Carolina Department of Commerce to benefit Project Chess; and will invest monies in the amount of \$23,000 in local matching funds into the project as committed to in the application; and,

WHEREAS, the Columbus County Board of Commissioners certifies that Columbus County will meet all regulatory and statutory requirements of the North Carolina Department of Commerce’s Building Reuse and Restoration Grant program,

NOW, THEREFORE BE IT RESOLVED, by the Columbus County Board of Commissioners that the Columbus County Economic Development Commission is authorized to submit a formal application to the North Carolina Department of Commerce for approval of a Building Reuse & Restoration Grant to benefit Project Chess (Southern Belle Organics).

ADOPTED this the 7th day of May, 2018 in Whiteville, North Carolina.

COLUMBUS COUNTY BOARD OF COMMISSIONERS
/s/ **AMON E. MCKENZIE, Chairman**

ATTESTED BY:
/s/ **JUNE B. HALL, Clerk to the Board**

Commissioner Bullard made a motion to approve the Resolution for the County of Columbus Application for Building Reuse and Restoration Grant Funding for Project Chess, and the other grant application documents on behalf of the Columbus County EDC grant application to be submitted to the NC Department of Commerce, seconded by Commissioner McDowell The motion unanimously passed. A copy of this document will be marked as Exhibit “B”, and kept on file in the Minute Book Attachments, Book Number 6, in the Clerk to the Board’s Office, for review.

Agenda Item #13: APPOINTMENT/RE-APPOINTMENT OR REPLACEMENT TO COUNCIL:

June B. Hall, Clerk to the Board, requested the following appointment/re-appointment or replacement to council.

COMMITTEE	DISTRICT /EB	EXPIR DATE	NAME	BOARD ACTION
Animal Control Advisory Council	V	01-06-2018	Phillip Cox	HOLD

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

At 7:11 P.M., Commissioner Byrd 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 McDowell. The motion unanimously passed.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

April 16, 2018 **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 #15: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of RESCINDING the EXISTING and REPLACING the WATER SHORTAGE RESPONSE PLAN:

Harold Nobles, Public Utilities Director, requested Board approval to rescind the existing Water Shortage Response Plan and replacing with the following Water Shortage Response Plan.

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

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

At 713 P.M., Commissioner Russ made a motion to adjourn the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting, seconded by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #16: CONSENT AGENDA ITEMS:

Commissioner McDowell made a motion to approve the following Consent Agenda Items, seconded by Commissioner Byrd. The motion unanimously passed.

A. Budget Amendment:

TYPE	ACCOUNT	DETAILS	AMOUNT
Expenditures	10-4310-535300	M&R Vehicles-2014 Charger	4,994
Revenues	10-3431-489000	Miscellaneous Revenue	4,994

B. Tax Refunds and Releases:

<i>Property Value</i>		Amount:	\$260.84
Baldwin, Alexander & Ada	PROPERTY: 84365	Total:	\$293.24
Value: \$28,900.00	Year: 14-17	Account: 14-00316	Bill#: 99999
Release portion. Overbilled due to clerical error. Release Welches Creek(25.92) release Whiteville Rescue(6.48)			
<i>Property Value</i>		Amount:	\$255.95
Bellamy, Anthony Tyrone	PROPERTY: 77764	Total:	\$296.83
Value: \$21,100.00	Year: 12-14	Account: 01-04323	Bill#: 99999
Release property value. Sold at tax sale. Release Brunswick Fire(29.62) release Whiteville Rescue(11.26)			
<i>Property Value</i>		Amount:	\$1,442.56
Bellamy, Anthony Tyrone	PROPERTY: 90835	Total:	\$2,247.84
Value: \$44,800.00	Year: 13-16	Account: 01-04323	Bill#: 99999
Release property value. Sold at tax sale. Release Brunswick Fire(125.44) release Whiteville Rescue(35.84)			
<i>Property Value</i>		Amount:	\$169.19
Bullard, Carlos D	PROPERTY: 27834	Total:	\$212.45
Value: \$30,900.00	Year: 2017	Account: 15-04962	Bill#: 53024
Release value. S/W was billed in error. Release Acme Delco(37.08) release Columbus Rescue(6.18)			
<i>Property Value</i>		Amount:	\$67.00
Colon, Edwin	PROPERTY: 18886	Total:	\$927.51
Value: \$1,000.00	Year: 10-	Account: 11-03041	Bill#: 99999
Release S/W not liveable. Release Hallsboro Fire(8.40) release Columbus Rescue(2.80) release late list(.89)			
<i>Property Value</i>		Amount:	\$727.72
Creech, Terry L.	PROPERTY: 28635	Total:	\$1,701.28
Value: \$22,600.00	Year: 14-17	Account: 15-03833	Bill#: 99999
Release portion of value and user fee. Overbilled 22,600. Vacant for 6 years. Release Acme Delco(108.48) release Columbus Rescue(18.08)			
<i>Property Value</i>		Amount:	\$82.11
Davis, Elizabeth N	PROPERTY: 10448	Total:	\$215.15
Value: \$10,200.00	Year: 2013	Account: 06-07080	Bill#: 17210
Release value. Sold at tax sale. Release Columbus Rescue(2.04)			
<i>Property Value</i>		Amount:	\$17.10
Godwin, Odom	PROPERTY: 00000	Total:	\$19.26
Value: \$264.00	Year: 10-17	Account: 09-10701	Bill#: 99999
Release value. Release Columbus Rescue(.40) release late list(1.76)			

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<i>Property Value</i>		Amount:	\$393.00
Graham, John G. & Mary	PROPERTY: 21181	Total:	\$467.86
Value: \$5,100.00	Year: 08-17	Account: 12-09860	Bill#: 99999
Release value. DBL Prop#21180. Release Evergreen Fire(42.48) release Columbus Rescue(9.70) release Water II(22.68)			
<i>Property Value</i>		Amount:	\$202.55
Gray, Fannie	PROPERTY: 17744	Total:	\$243.93
Value: \$2,500.00	Year: 08-17	Account: 10-07100	Bill#: 99999
Release value. Bldgs torn down. Release Cole Service(25.00) release Columbus Rescue(5.00) release Water II(11.38)			
<i>Property Value</i>		Amount:	\$750.67
Greene, Betty McNeill	PROPERTY: 11031	Total:	\$1,385.56
Value: \$20,200.00	Year: 08-17	Account: 06-17757	Bill#: 99999
Release value sold at tax sale. Release Columbus Rescue(18.44)			
<i>Property Value</i>		Amount:	\$2,014.19
Hemingway, Verna M. (Heirs)	PROPERTY: 84847	Total:	\$3,724.19
Value: \$51,000.00	Year: 08-16	Account: 07-08247	Bill#: 99999
Release sold at tax sale. Release Yam City(365.20) release Columbus Rescue(74.28)			
<i>Property Value</i>		Amount:	\$448.46
Hernandez, Juan Perfecto	PROPERTY: 00000	Total:	\$2,636.46
Value: \$4,170.00	Year: 08-17	Account: 06-18522	Bill#: 99999
Release value. S/W repoed in 2005. Release Columbus Rescue(11.04) release late list(45.96)			
<i>Property Value</i>		Amount:	\$647.22
Jayroe, Bennett W & Belinda P	PROPERTY: 5657	Total:	\$1,130.58
Value: \$80,400.00	Year: 16-17	Account: 01-47241	Bill#: 99999
Release value and user fees. Shop is vacant. Release Brunswick Fire(56.28) release Whiteville Rescue(16.08)			
<i>Property Value</i>		Amount:	\$1,390.11
Mullins, Shawn & Pamela	PROPERTY: 86288	Total:	\$2,215.97
Value: \$73,300.00	Year: 12-14	Account: 14-05839	Bill#: 99999
Release value. D/W burned. Total loss. Release Welches Creek(137.52) release Whiteville Rescue(34.34)			
<i>Property Value</i>		Amount:	\$1,230.41
Quarles, Eugene Jr.	PROPERTY: 00000	Total:	\$6,157.91
Value: \$18,960.00	Year: 11-17	Account: 01-03819	Bill#: 99999
Release value. DBL Act#01-06574 Release North Whiteville(151.14) release Whiteville Rescue(30.44) release Water III(91.73) release late list(136.19)			
<i>Property Value</i>		Amount:	\$961.17
Spaulding, Paul	PROPERTY: 84524	Total:	\$1,467.69
Value: \$69,900.00	Year: 16-17	Account: 11-05532	Bill#: 99999
Release value. House burned Feb 2015. Release Hallsboro Fire(71.64) release Columbus Rescue(23.88)			
<i>Property Value</i>		Amount:	\$48.36
Stanley, Malachi (Sr) & Edna	PROPERTY: 8047	Total:	\$49.86
Value: \$1,507.00	Year: 06-09	Account: 03-22860	Bill#: 99999
Release value billed in error. Release Nakina Fire(1.20) release Columbus Rescue(.30)			
<i>Property Value</i>		Amount:	\$40.55
Webb, Cynthia D	PROPERTY: 64152	Total:	\$47.55
Value: \$500.00	Year: 08-17	Account: 15-37857	Bill#: 99999
Release value. Bldgs torn down. Release Acme Delco(6.00) release Columbus Rescue(1.00)			
<i>Refunds</i>		Amount:	\$0.00
Barron, Sebastian	PROPERTY: 13617	Total:	\$203.00
Value: \$0.00	Year: 2017	Account: 07-03142	Bill#: 49310
Refund 1 user fee. Charged for 2.			
<i>Refunds</i>		Amount:	\$51.92
Batten, Tommie Lee	PROPERTY: 00000	Total:	\$61.97
Value: \$1,000.00	Year: 13-16	Account: 13-01515	Bill#: 99999
Refund yrs 2013-2016 boat was double listed. Refund Cerro Gordo Fire(6.47) refund Columbus Rescue(1.29) refund Water III(2.29)			
<i>Refunds</i>		Amount:	\$0.00

Fowler, David Jeremy	PROPERTY: 77067	Total:	\$862.00
Value: \$0.00 Year: 13-16	Account: 06-10867	Bill#:	99999
Refund 2013-2016 vacant.			
<i>Refunds</i>		Amount:	\$0.00
Watts, Ricky Bank	PROPERTY: 5323	Total:	\$644.00
Value: \$0.00 Year: 14-16	Account: 02-03321	Bill#:	99999
Refund user fees. Vacant.			
<i>Refunds</i>		Amount:	\$0.00
Wilson, Michael Earl & Sebrina	PROPERTY: 98170	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 05-04218	Bill#:	96909
Refund user fee. Billing error.			
<i>User Fee</i>		Amount:	\$0.00
Blackmon, Cheryl Jean	PROPERTY: 86901	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 06-04666	Bill#:	50706
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Britt, Mary Catherine	PROPERTY: 29905	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 16-01505	Bill#:	51929
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Butler, Johnnie	PROPERTY: 18149	Total:	\$116.00
Value: \$0.00 Year: 2017	Account: 10-04231	Bill#:	53578
Release user fee. Flooded in Hurricane Matthew.			
<i>User Fee</i>		Amount:	\$0.00
Davis, Jarry B Sr & Sandy L.	PROPERTY: 77140	Total:	\$116.00
Value: \$0.00 Year: 2017	Account: 10-02229	Bill#:	57833
Release user fee. Damaged home by Hurricane Matthew.			
<i>User Fee</i>		Amount:	\$0.00
Fowler, David Jeremy	PROPERTY: 77067	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 06-10867	Bill#:	77067
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Graham, Cathy	PROPERTY: 61752	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 15-05568	Bill#:	64703
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Griffin, Fannie	PROPERTY: 24405	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 13-16824	Bill#:	65639
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Hampton, Regan Rd	PROPERTY: 95620	Total:	\$116.00
Value: \$0.00 Year: 2017	Account: 04-04114	Bill#:	66280
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Hill, Walter J. (Heirs)	PROPERTY: 5415	Total:	\$116.00
Value: \$0.00 Year: 2017	Account: 01-40597	Bill#:	68233
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Hinson, Joseph Simons & Shandra	PROPERTY: 18412	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 10-08868	Bill#:	68466
Release user fee. Hurrican Matthew damaged.			
<i>User Fee</i>		Amount:	\$0.00
Huggins, Ricky Wayne & Jennifer	PROPERTY: 81783	Total:	\$406.00
Value: \$0.00 Year: 2017	Account: 01-44641	Bill#:	69345
Release user fees. Vacant. Mobile homes			
<i>User Fee</i>		Amount:	\$0.00
Jackson, Ronald D	PROPERTY: 90752	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 03-11803	Bill#:	70088
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00

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Maultsby, Patricia Alene	PROPERTY: 84111	Total:	\$630.00
Value: \$0.00 Year: 13-17	Account: 13-00804	Bill#:	99999
Release user fees. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Parker, Megan Nealey	PROPERTY: 93576	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 06-03234	Bill#:	80825
Release user fee.			
<i>User Fee</i>		Amount:	\$0.00
Pierce, James Edward (Heirs)	PROPERTY: 19830	Total:	\$411.00
Value: \$0.00 Year: 16-17	Account: 11-19860	Bill#:	99999
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Register, Holly Rana	PROPERTY: 92560	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 03-02333	Bill#:	83762
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Robinson, Eddie Eugene	PROPERTY: 76062	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 14-00945	Bill#:	84324
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Smith, Kathleen(Heirs)	PROPERTY: 94552	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 12-04736	Bill#:	87761
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Spaulding, Harry L. (Jr) & Kathy	PROPERTY: 84316	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 08-03056	Bill#:	88695
Release user fee. House being remodeled.			
<i>User Fee</i>		Amount:	\$0.00
Walker, Pansy M	PROPERTY: 25817	Total:	\$116.00
Value: \$0.00 Year: 2017	Account: 13-05703	Bill#:	93418
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Watkins, Linda Kelly	PROPERTY: 88949	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 15-03724	Bill#:	94637
Release user fee. Uses a commercial hauler.			
<i>User Fee</i>		Amount:	\$0.00
Whaley, Christopher	PROPERTY: 00000	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 03-38799	Bill#:	95282
Release user fee. Vacant.			
<i>User Fee</i>		Amount:	\$0.00
Willioughby, Larry G.	PROPERTY: 23316	Total:	\$406.00
Value: \$0.00 Year: 2017	Account: 12-32260	Bill#:	96791
Release 2 user fees. Has commercial hauler.			
<i>User Fee</i>		Amount:	\$0.00
Willoughby, Jerry F. & Jettye	PROPERTY: 63168	Total:	\$203.00
Value: \$0.00 Year: 2017	Account: 12-32255	Bill#:	96787
Release user fee. Has commercial hauler.			

Agenda Item #17: COMMENTS:

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

A. **Department Managers:**

1. **Gary Lanier, Economic Development/Planning Director:** stated the following:
 - I wanted to make the Board aware that last November, 2017, we submitted a grant application to the Environmental Protection Agency for their Brownfields investigation surveying type process;
2. Ninety-nine (99) applications were submitted across the whole southeastern United States and twenty-eight (28) were approved for funding, and Columbus

- County's application for three hundred thousand and 00/100 (\$300,000.00) dollars was one (1) of the twenty-eight (28) that were approved;
3. I think, but am not sure, I will need a Letter of Support from the Board for their acceptance of this grant funding;
 4. What this grant is to be used for is the revitalization of our downtowns, and the two (2) towns we worked most closely with is Whiteville and Chadbourn, and they were very interested in participating;
 5. What would actually be done with this money, we would go into, along with environmental engineering people, surveying downtown buildings and discover any environmental issues that the building may have, which is Step 1;
 6. Step 2: you write a grant to remediate the problem, but then at the end of the process, which is going to take 2-3 years to go through and get the building to the point where you could get a developer a clean bill of health from an environmental standpoint so they could feel good to go in and purchase a building to upfit;
 7. EPA is going in the direction of trying to help solve problems; **and**
 8. I think it will help the County.

Lengthy discussion was conducted relative to the monies being used at cleaning the old jail building and the Historic Columbus County Courthouse. Mr. Lanier stated he would check into this.

2. **Amanda Harrelson, Aging Department Director:** stated the following:
 - A. We are having our Senior Picnic next Tuesday, May 15, 2018, at 9:30 A.M. - 1:30 P.M., at the Fairgrounds; **and**
 - B. On Saturday, May 19, 2018, instead of having a boston butt sale, we will have a Rock-A-Thon, and the Advisory Council members will be rocking in rocking chairs at First Bank, beside McDonald's, and will be there from 8:00 A.M. until 12:00 Noon trying to raise money.

3. **Sheriff Lewis L. Hatcher:** stated the following:
 - A. With the consent of the County Attorney, there has been discussion relative to the trash along our highways, and I had the chance to go the North Carolina Department of Corrections and Division of Prisons;
 - B. I went to Tabor City and talked with the superintendent, and I talked to Mr. Baysden who is with the prison also, and there is about eighty (80) prisoners that leave that prison every day;
 - C. This is something the County can intervene in, and the County may already have a contract, I understand that some of the prisoners are already working at the Dog Pound;
 - D. Their labor is one (\$1.00) dollar per day;
 - E. Mr. Baysden said he would be glad to come and explain the specifics to the Board;
 - F. This will not require a law enforcement officer to supervise the inmates;
 - G. Whoever is in charge supervising them will need to attend an eight (8) hour class provided by the Department of Corrections;
 - H. Mr. Baysden would like to come to the next meeting with this information; **and**
 - I. We are having the Annual Fallen Officers Memorial on May 24, 2018, at 6:00 P.M., at the Sheriff's office.

- B. **Board of Commissioners:**
 1. **Commissioner P. Edwin Russ:** stated the following:
 - On the methyl bromide permitting at Delco, Kimberly Smith, Gary Lanier, Commissioner Byrd and myself went down there;
 - We knew nothing about it, and I went down there to gather information for the Board;
 - They are meeting again on May 15, 2018, at 7:00 P.M. at Delco Middle School in the gymnasium, and I would like for everyone on this Board to go down there and listen to the citizens;
 - Representative Brenden Jones is trying to get the hurricane money that is due to Columbus County, and we need to send a letter to the Governor of North Carolina relative to this matter; **and**

-A letter needs to be sent to the North Carolina Air Quality Division relative to the chemical plant in Delco.

2. **Commissioner Giles E. Byrd:** stated the following:
 - The repeat offenders' bond, in Columbus County, is so cheap; **and**
 - It needs to be reviewed for a sizable increase.
3. **Commissioner Ricky Bullard:** stated the following:
 - At the School Merger Ad Hoc Committee, we asked Mr. Stephens to write a letter to the prospective firms for the study to see who was interested and a cost of doing this study;

MOTION:

Commissioner Bullard made a motion for Michael H. Stephens, County Manager/Attorney, to prepare a letter to be mailed to the suggested firms/consultants for the School Merger Ad Hoc Committee, with a list of requests, seconded by Vice Chairman Burroughs. The motion unanimously passed.

-During the Barbecue Fluff in Fair Bluff, there was a road chase, and I would like to know why the Sheriff's Department was not notified, and possibly could have prevented the chase to go through the Barbecue Bluff.

4. **Commissioner James E. Prevatte:** state the following:
 - Tonight, I have heard of two (2) matters that should not have occurred;
 - We have a communications problem and we have been accused of something that we are not aware of; **and**
 - We need to communicate better and that is from everyone.

Linda Jablonowski, Planning Board member: stated the following:

1. I am a member of the Columbus County Planning Board;
2. The project that is being discussed - when it was presented to us, it was presented to us with all bells and whistles;
3. If they do not follow what they put down on paper, who is the enforcer of this?;
4. As far as the chemicals, it was on paper that the chemical would be in containers, there would be no chemical leakage in the environment;
5. Progress is only good if you are improving yourself;
6. We need to start the process of checking on things and not taking words or talk; **and**
7. I voted on this, and now I feel like we have created a monster.

Gentleman (from audience - did not state name); stated the following:

1. I am from the area, and been there for 62 years;
2. They made the comment the other night, the reason we are putting it here, this is a \$5.00 per hour county;
3. We are worth more that \$5.00 per hour county;
4. They stated if there was a leak in a container, we would put a piece of duct tape over it;
5. They gave us a six (6) mile radius, and my house is less than a half mile;
6. Emergency Management should know about leaks if they do occur; **and**
7. They built on a little girl's grave.

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

At 8:01 P.M., Vice Chairman 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, after a five (5) minute recess, seconded by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #18: CLOSED SESSION in ACCORDANCE with N.C .G.S. § 143-318.11 (a) (6) PERSONNEL:

No action was taken.

ADJOURN CLOSED SESSION and resume REGULAR SESSION:

At 8:39 P.M., Vice Chairman Burroughs made a motion to adjourn Closed Session and resume Regular Session, seconded by Commissioner Bullard. The motion unanimously passed.

READING and APPROVAL of CLOSED SESSION GENERAL ACCOUNT:

Chairman McKenzie requested that Michael H. Stephens, County Manager/Attorney, orally read the Closed Session General Account. Mr. Stephens orally read the following: "The Board of Commissioners discussed personnel evaluations with the following:

1. Columbus County Attorney;
2. Columbus County Manager
3. Columbus County Tax Administrator;
4. Columbus County Social Services Director; **and**
5. Columbus County Clerk to the Board.

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

Agenda Item #19: ADJOURNMENT:

At 8:41 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

AMON E. McKENZIE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, May 07, 2018
7:11 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:

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

APPOINTEES PRESENT:

Mike Stephens, **County Manager**
/ **County Attorney**
June B. Hall, **Clerk to the Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:11 P.M., Chairman Amon E. McKenzie called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

April 16, 2018 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (5 sets)

Commissioner Bullard made a motion to approve the April 16, 2018 Columbus County Water and Sewer District I Board Meeting Minutes, as recorded, 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 RESCINDING the EXISTING and REPLACING the WATER SHORTAGE RESPONSE PLAN:

Harold Nobles, Public Utilities Director, requested Board approval to rescind the existing Water Shortage Response Plan and replacing with the following **revised** Water Shortage Response Plan.

*Water Shortage Response Plan
Columbus County Water and Sewer Districts
I, II, III, IV and V*

1. **Purpose**

The purpose of the Water Shortage Response Plan is to provide guidance to the Public Utilities staff, County Administration, and the customers of the Public Utilities during periods of drought and other events that result in a shortage of potable water. The Water Shortage Response Plan is intended to provide a framework of steps and activities to be implemented as conditions require.

2. Definitions

- A. **“Water Shortage”** - The result of climatic conditions causing drought or the result of a physical breach in the County’s water supply system (i.e. mechanical failure, cut or broken water main, etc.) impeding the flow of potable or raw water supply.
- B. **“Water Production Capacity”** - The maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four period.
- C. **“Stage 1 - Water Conservation Alert”** - An immediate water shortage declared by appropriate state and/or local officials when there are three (3) consecutive days when water causes all wells in each water district to be pumped more than twelve (12) hours per day.
- D. **“Stage 2 - Water Shortage Warning”** - An immediate water shortage declared by appropriate state and/or local officials or when there are two (2) consecutive days when water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day.
- E. **“Stage 3 - Water Shortage Danger”** - An immediate water shortage declared by appropriate state and/or local officials or when there is one (1) day when water demand in each district depletes the tank capacity to less than 50% and the wells are at full production for twenty-four (24) hours.

3. Responsibility for Declaration of a Water Shortage

Under the County’s current Water Emergency Ordinance, the Director or his authorized representative is authorized to declare that a water emergency exists. Depending on the severity of the emergency, voluntary (Stage 1) and mandatory (Stage 2 and Stage 3) staged water use restrictions as described in this ordinance shall be imposed upon all water users. As water shortage conditions become imminent, consultations will be conducted with the Public Utilities office personnel, County Administration, and County wholesale customers; however, this will not delay the initiation of water shortage stages as defined by the triggers.

4. Shortage Response Action Levels

A. *Stage 1 - Water Shortage Emergency*

A Stage 1 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are three (3) consecutive days when water demand causes all

wells in each water district to be pumped more than twelve (12) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment plant process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

B. Stage 2 - Water Shortage Emergency

A Stage 2 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are two (2) consecutive days when water demand causes all wells in each district to be pumped more than sixteen (16) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

C. Stage 3 - Water Shortage Emergency

A Stage 3 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there is one (1) day when water demand in each district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions.

5. Notification Procedures

Upon declaration of each stage of Water Shortage Emergency, the following methods may be used to inform the County personnel, wholesale customers, County retail customers, and Industrial Customers.

A. *Public Notice*

The office personnel of the Public Utilities Department will draft a Public Notice announcing the Water Shortage Stage (Stage 1, Stage 2, or Stage 3) and the actions that water customers must take to comply with the Water Emergency Ordinance. The Public Notice will be provided by the Director, or his authorized representative, to all media outlets that serve Columbus County. The Public Notice will include phone numbers that customers may call with questions. Sample public notices for Stage 1, 2, and 3 are attached hereto and incorporated herein by reference as Exhibits A, B, and C, respectively.

B. *Wholesale Customer Notification*

A copy of the Public Notice will be e-mailed or faxed to the Utilities Director for all of the County's Wholesale Customers. The Public Utilities Director, or his authorized representative, shall call each wholesale customer to confirm the receipt of the Public Notice and to respond to any questions about the notice.

C. *Training County Staff*

A copy of the Public Notice will be provided to the Water Distribution Division and the office personnel of the Columbus County Public Utilities Department, 612 North Madison Street, Whiteville, N.C. 28472. Depending on the stage severity, a list of possible questions with the recommended responses will be provided to the office personnel that are likely to receive calls from the public.

D. *Direct Mailing to Customers*

Depending on the stage severity, the County may elect to send a direct mailing to all County water customers. In the event of an immediate need to reduce water consumption, a notice will be sent to all water customers by reasonable means. An insert to the water bill would be the method of communication.

E. *Newspaper Advertisement*

Depending on the stage severity, the County may elect to purchase space in the local newspapers to inform the public. The advertisement would include the language included in the Public Notice.

6. Stage Conditions

The basis for the determination of a water emergency shall be the County's ability to provide potable water to its customers. For a Stage 1 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each district to be pumped more than twelve (12) hours per day for more than three (3) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 2 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day for more than two (2) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 3 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand in each water district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours for more than a twenty-four (24) hour period. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

The available raw water supply shall be determined by the capacity of the individual wells in each Water District. The flow is measured at each well.

7. Compliance with the Provisions of the Plan

Water plant personnel shall monitor potable water levels pumped into the system at the plant and at the booster pump stations to determine the overall demand. By comparing the flow records prior to issuance of the declaration, personnel can determine the level of compliance in each of the pressure zones associated with the booster pump station. Water distribution personnel will concentrate its efforts in those areas identified by the plants with the highest levels of apparent non-compliance. Distribution personnel will attempt to educate those property owners who are not in compliance with the declaration. After one warning, property owners would be fined for non-compliance.

8. Plan Review and Adoption

The draft Water Shortage Response Plan will be provided to the office personnel of Public Utilities Department for review and comment prior to passage by the Board of County Commissioners. After those comments have been addressed, copies will be provided to the County Manager. A draft copy of the plan will be submitted to North Carolina Department of Environment and Natural Resources (NC DENR) for review and approval. Once all comments have been received and addressed by the Public Utilities Director, County Manager, and NC DENR, a final draft would be sent to the Board of Commissioners for review. The final document would be sent to the Board of Commissioners for approval, which would include an opportunity for public comment. Amendments to the plan would follow the same process with the Board of Commissioners approval required for all amendments. The County will evaluate the need to revise the Water Shortage Response Plan ever five years to do so as needed.

9. Variances

All appeals for a variance must be submitted to the Director of Public Utilities, in writing. The Director of Public Utilities will review the request and the following criteria will be used to determine if a variance can be granted:

- A. Impact on the overall water conservation goals
- B. Potential property damage
- C. Potential alternative sources of water supply
- D. Volume of water to be consumed
- E. Duration of usage
- F. Number of similarly situated property owners

The Director of Public Utilities must provide a written determination on the request for a variance within three (3) working days of the receipt of the variance. If the request for a variance is denied, the property owner has the right to appeal the determination to the Board of Commissioners. The Board of Commissioners would hear the appeal at the next regularly scheduled meeting provided the appeal request is received at least seven (7) days in advance of the next meeting.

10. Evaluation

During the declaration of the Water Shortage Emergency, the office personnel of the Public Utilities Department will monitor the water usage. The pre-declaration usage will be compared to the post-declaration usage to determine an overall percentage reduction in demand. If the desired reduction in demand has not occurred, changes in the plan or enforcement of the plan will be recommended.

After the water shortage event has concluded, a post-event evaluation will be conducted. Changes in the Water Shortage Response plan will be recommended to the Board of Commissioners based upon the problems and issues that were discovered during the event.

11. Effective Date

This Plan shall have an effective date as of the signature of the Chairman of the Columbus County Board of Commissioners.

Columbus County Board of Commissioners
_____, Chairman

Date Signed: _____

Attested By:

June B. Hall, Clerk to the Board

The above Plan was passed by the Columbus County Board of Commissioners on May 07, 2018, on the **first reading**, upon motion by Commissioner Byrd, seconded by Commissioner McDowell and passed unanimously, and recorded in the minutes of said meeting, Book Number 2, Page _____.

Exhibit A
Stage 1 Water Shortage Emergency
Public Notice

Due to the current unprecedented demand for water, Columbus County Public Utilities has declared a Stage 1 Water Shortage Emergency for all Columbus County Public Utilities Customers. Since the Memorial Day holiday weekend, an average of .5 MGD has been consumed by Columbus County’s retail customers, industrial customers, and the customers of municipalities served by the County through wholesale water agreements. The peak usage during this period was .7 MGD.

Most of the increase in water consumption during the recent months is attributable to an increase in demand for irrigation due to the drought conditions being experienced throughout the Southeast. During a Stage 1 Water Shortage Emergency, customers are asked to voluntarily conserve water.

Suggested Conservation Methods Include:

- **Reduce Unnecessary Water Usage:**

Use shower for bathing rather than bathtub and limit shower to no more than five (5) minutes. Do not leave faucets running while shaving, brushing teeth, rinsing or preparing food. Limit hours of water-cooled air conditioners. Do not fill swimming or wading pools. Limit vehicle washing to a minimum.

- **Irrigate During Off Peak Hours:**
Peak demand for water is between 6:00 A.M. to 10:00 A.M. and 4:00 P.M. to 6:00 P.M. If irrigation is necessary for shrubbery or lawns, irrigate during off peak times.
- **Check for Leaks and Repair Leaks Immediately:**
Leaks such as running toilets and dripping faucets should be repaired immediately to reduce water consumption.
- **Do Not Wash Down Outside Areas Such As Driveways, Sidewalks, Patios, Etc.**
- **Use Heavy Water-Using Appliances During Off Peak Hours:**
Appliances such as dishwashers and washing machines should be run during off peak times to reduce peak demand.
- **Install Water conservation Devices:**
Install Water Conservation Devices such as water saving showerheads and early closing flappers for toilets.

If the drought continues, and the demand for water continues to increase, the County may implement additional mandatory water conservation measures. If you have any questions regarding this public notice, please contact the Columbus County Public Utilities Department at (910) 642-2828.

This Stage 1 Water Shortage Emergency does not affect water use restrictions issued by other utilities in Columbus County.

Exhibit B Stage 2 Water Shortage Emergency Public Notice

Due to the continued drought, Columbus County Public Utilities has now declared a Stage 2 Water Shortage Emergency Watch for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 2 Water Shortage Emergency Watch, customers are prohibited from certain water consuming activities. All residents, businesses, and industries are urged to conserve water during this period.

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens.**

Exceptions:

1. Irrigation using handheld hoses, containers, and drip irrigation systems will be allowed.
2. Plant nurseries will be permitted to irrigate their products only.
3. State and County Licensed Landscape Contractors may water newly installed

- landscaping by handheld hoses or drip irrigation systems under a written warranty.
4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks, and similar vehicles if needed to preserve public health or vehicle function.
 - **Using water to wash outside surfaces such as streets, driveways, parking lots, patios, service station aprons, exterior of office buildings, homes, or apartments.**
Exceptions:
 1. Businesses that provide a service of washing the exterior of homes and other buildings.
 - **Using water for any ornamental fountain, pool, pond, etc.**
 - **Serving drinking water in restaurants unless specifically requested by the customer**
 - **Using potable water for dust control**
 - **Filling swimming or wading pools, either newly constructed or previously drained**
Exceptions:
 1. Make up water for pools in operation will be allowed
 - **Using water-cooled air conditioners or other equipment, in which cooling water is not recycled, unless there are health or safety concerns**
 - **Using water from a public or private fire hydrant for any reason other than to suppress a fire or other public emergency, or as authorized by the Director, or his authorized representative**
 - **Intentionally wasting water**
 - **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of twenty percent (20%) shall be the target; however a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Exhibit C
Stage 3 Water Shortage Emergency
Public Notice

Due to an immediate water shortage, Columbus County Public Utilities has now declared a Stage 3 Water Shortage Emergency Warning for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 3 Water Shortage Emergency Warning, the following activities shall be prohibited, in addition to the activities prohibited under the Stage 2 Water Shortage Emergency:

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens**
Exceptions:
 1. Irrigations using handheld hoses, containers, and drip irrigations systems will be allowed.
 2. Plant nurseries will be permitted to irrigate their products only.
 3. State and County Licensed Landscape Contractors may water newly installed landscaping by handheld hoses or drip irrigation systems under a written warranty.
 4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks and similar vehicles if needed to preserve public health or vehicle functions.
- **Watering any vegetable garden except by handheld hoses, containers, or drip irrigations systems.**
- **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of fifty percent (50%) shall be the target; however, a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**
- **In the event that the prohibition of the activities listed above is not sufficient to maintain an adequate supply of water for fire protection, all use of water for purposes other than maintenance of public health and safety shall be prohibited. Residential water use shall be limited to the amount necessary to sustain life through drinking, food preparation, and personal hygiene.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Commissioner Byrd made a motion to approve the **revised** Water Shortage Response Plan, seconded by Commissioner McDowell. The motion unanimously passed.

ADJOURNMENT:

At 7:13 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

AMON E. McKENZIE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, May 07, 2018
7:11 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:

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

APPOINTEES PRESENT:

Mike Stephens, **County Manager**
/ **County Attorney**
June B. Hall, **Clerk to the Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:11 P.M., Chairman Amon E. McKenzie called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

April 16, 2018 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (5 sets)

Commissioner Bullard made a motion to approve the April 16, 2018 Columbus County Water and Sewer District II Board Meeting Minutes, as recorded, 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 RESCINDING the EXISTING and REPLACING the WATER SHORTAGE RESPONSE PLAN:

Harold Nobles, Public Utilities Director, requested Board approval to rescind the existing Water Shortage Response Plan and replacing with the following **revised** Water Shortage Response Plan.

*Water Shortage Response Plan
Columbus County Water and Sewer Districts
I, II, III, IV and V*

1. **Purpose**

The purpose of the Water Shortage Response Plan is to provide guidance to the Public Utilities staff, County Administration, and the customers of the Public Utilities during periods of drought and other events that result in a shortage of potable water. The Water Shortage Response Plan is intended to provide a framework of steps and activities to be implemented as conditions require.

2. Definitions

- A. **“Water Shortage”** - The result of climatic conditions causing drought or the result of a physical breach in the County’s water supply system (i.e. mechanical failure, cut or broken water main, etc.) impeding the flow of potable or raw water supply.
- B. **“Water Production Capacity”** - The maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four period.
- C. **“Stage 1 - Water Conservation Alert”** - An immediate water shortage declared by appropriate state and/or local officials when there are three (3) consecutive days when water causes all wells in each water district to be pumped more than twelve (12) hours per day.
- D. **“Stage 2 - Water Shortage Warning”** - An immediate water shortage declared by appropriate state and/or local officials or when there are two (2) consecutive days when water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day.
- E. **“Stage 3 - Water Shortage Danger”** - An immediate water shortage declared by appropriate state and/or local officials or when there is one (1) day when water demand in each district depletes the tank capacity to less than 50% and the wells are at full production for twenty-four (24) hours.

3. Responsibility for Declaration of a Water Shortage

Under the County’s current Water Emergency Ordinance, the Director or his authorized representative is authorized to declare that a water emergency exists. Depending on the severity of the emergency, voluntary (Stage 1) and mandatory (Stage 2 and Stage 3) staged water use restrictions as described in this ordinance shall be imposed upon all water users. As water shortage conditions become imminent, consultations will be conducted with the Public Utilities office personnel, County Administration, and County wholesale customers; however, this will not delay the initiation of water shortage stages as defined by the triggers.

4. Shortage Response Action Levels

A. *Stage 1 - Water Shortage Emergency*

A Stage 1 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are three (3) consecutive days when water demand causes all

wells in each water district to be pumped more than twelve (12) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment plant process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

B. Stage 2 - Water Shortage Emergency

A Stage 2 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are two (2) consecutive days when water demand causes all wells in each district to be pumped more than sixteen (16) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

C. Stage 3 - Water Shortage Emergency

A Stage 3 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there is one (1) day when water demand in each district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions.

5. Notification Procedures

Upon declaration of each stage of Water Shortage Emergency, the following methods may be used to inform the County personnel, wholesale customers, County retail customers, and Industrial Customers.

A. *Public Notice*

The office personnel of the Public Utilities Department will draft a Public Notice announcing the Water Shortage Stage (Stage 1, Stage 2, or Stage 3) and the actions that water customers must take to comply with the Water Emergency Ordinance. The Public Notice will be provided by the Director, or his authorized representative, to all media outlets that serve Columbus County. The Public Notice will include phone numbers that customers may call with questions. Sample public notices for Stage 1, 2, and 3 are attached hereto and incorporated herein by reference as Exhibits A, B, and C, respectively.

B. *Wholesale Customer Notification*

A copy of the Public Notice will be e-mailed or faxed to the Utilities Director for all of the County's Wholesale Customers. The Public Utilities Director, or his authorized representative, shall call each wholesale customer to confirm the receipt of the Public Notice and to respond to any questions about the notice.

C. *Training County Staff*

A copy of the Public Notice will be provided to the Water Distribution Division and the office personnel of the Columbus County Public Utilities Department, 612 North Madison Street, Whiteville, N.C. 28472. Depending on the stage severity, a list of possible questions with the recommended responses will be provided to the office personnel that are likely to receive calls from the public.

D. *Direct Mailing to Customers*

Depending on the stage severity, the County may elect to send a direct mailing to all County water customers. In the event of an immediate need to reduce water consumption, a notice will be sent to all water customers by reasonable means. An insert to the water bill would be the method of communication.

E. *Newspaper Advertisement*

Depending on the stage severity, the County may elect to purchase space in the local newspapers to inform the public. The advertisement would include the language included in the Public Notice.

6. Stage Conditions

The basis for the determination of a water emergency shall be the County's ability to provide potable water to its customers. For a Stage 1 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each district to be pumped more than twelve (12) hours per day for more than three (3) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 2 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day for more than two (2) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 3 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand in each water district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours for more than a twenty-four (24) hour period. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

The available raw water supply shall be determined by the capacity of the individual wells in each Water District. The flow is measured at each well.

7. Compliance with the Provisions of the Plan

Water plant personnel shall monitor potable water levels pumped into the system at the plant and at the booster pump stations to determine the overall demand. By comparing the flow records prior to issuance of the declaration, personnel can determine the level of compliance in each of the pressure zones associated with the booster pump station. Water distribution personnel will concentrate its efforts in those areas identified by the plants with the highest levels of apparent non-compliance. Distribution personnel will attempt to educate those property owners who are not in compliance with the declaration. After one warning, property owners would be fined for non-compliance.

8. Plan Review and Adoption

The draft Water Shortage Response Plan will be provided to the office personnel of Public Utilities Department for review and comment prior to passage by the Board of County Commissioners. After those comments have been addressed, copies will be provided to the County Manager. A draft copy of the plan will be submitted to North Carolina Department of Environment and Natural Resources (NC DENR) for review and approval. Once all comments have been received and addressed by the Public Utilities Director, County Manager, and NC DENR, a final draft would be sent to the Board of Commissioners for review. The final document would be sent to the Board of Commissioners for approval, which would include an opportunity for public comment. Amendments to the plan would follow the same process with the Board of Commissioners approval required for all amendments. The County will evaluate the need to revise the Water Shortage Response Plan ever five years to do so as needed.

9. Variances

All appeals for a variance must be submitted to the Director of Public Utilities, in writing. The Director of Public Utilities will review the request and the following criteria will be used to determine if a variance can be granted:

- A. Impact on the overall water conservation goals
- B. Potential property damage
- C. Potential alternative sources of water supply
- D. Volume of water to be consumed
- E. Duration of usage
- F. Number of similarly situated property owners

The Director of Public Utilities must provide a written determination on the request for a variance within three (3) working days of the receipt of the variance. If the request for a variance is denied, the property owner has the right to appeal the determination to the Board of Commissioners. The Board of Commissioners would hear the appeal at the next regularly scheduled meeting provided the appeal request is received at least seven (7) days in advance of the next meeting.

10. Evaluation

During the declaration of the Water Shortage Emergency, the office personnel of the Public Utilities Department will monitor the water usage. The pre-declaration usage will be compared to the post-declaration usage to determine an overall percentage reduction in demand. If the desired reduction in demand has not occurred, changes in the plan or enforcement of the plan will be recommended.

After the water shortage event has concluded, a post-event evaluation will be conducted. Changes in the Water Shortage Response plan will be recommended to the Board of Commissioners based upon the problems and issues that were discovered during the event.

11. Effective Date

This Plan shall have an effective date as of the signature of the Chairman of the Columbus County Board of Commissioners.

Columbus County Board of Commissioners
_____, Chairman

Date Signed: _____

Attested By:

June B. Hall, Clerk to the Board

The above Plan was passed by the Columbus County Board of Commissioners on May 07, 2018, on the **first reading**, upon motion by Commissioner Byrd, seconded by Commissioner McDowell and passed unanimously, and recorded in the minutes of said meeting, Book Number 2, Page _____.

Exhibit A
Stage 1 Water Shortage Emergency
Public Notice

Due to the current unprecedented demand for water, Columbus County Public Utilities has declared a Stage 1 Water Shortage Emergency for all Columbus County Public Utilities Customers. Since the Memorial Day holiday weekend, an average of .5 MGD has been consumed by Columbus County’s retail customers, industrial customers, and the customers of municipalities served by the County through wholesale water agreements. The peak usage during this period was .7 MGD.

Most of the increase in water consumption during the recent months is attributable to an increase in demand for irrigation due to the drought conditions being experienced throughout the Southeast. During a Stage 1 Water Shortage Emergency, customers are asked to voluntarily conserve water.

Suggested Conservation Methods Include:

- **Reduce Unnecessary Water Usage:**

Use shower for bathing rather than bathtub and limit shower to no more than five (5) minutes. Do not leave faucets running while shaving, brushing teeth, rinsing or preparing food. Limit hours of water-cooled air conditioners. Do not fill swimming or wading pools. Limit vehicle washing to a minimum.

- **Irrigate During Off Peak Hours:**
Peak demand for water is between 6:00 A.M. to 10:00 A.M. and 4:00 P.M. to 6:00 P.M. If irrigation is necessary for shrubbery or lawns, irrigate during off peak times.
- **Check for Leaks and Repair Leaks Immediately:**
Leaks such as running toilets and dripping faucets should be repaired immediately to reduce water consumption.
- **Do Not Wash Down Outside Areas Such As Driveways, Sidewalks, Patios, Etc.**
- **Use Heavy Water-Using Appliances During Off Peak Hours:**
Appliances such as dishwashers and washing machines should be run during off peak times to reduce peak demand.
- **Install Water conservation Devices:**
Install Water Conservation Devices such as water saving showerheads and early closing flappers for toilets.

If the drought continues, and the demand for water continues to increase, the County may implement additional mandatory water conservation measures. If you have any questions regarding this public notice, please contact the Columbus County Public Utilities Department at (910) 642-2828.

This Stage 1 Water Shortage Emergency does not affect water use restrictions issued by other utilities in Columbus County.

Exhibit B Stage 2 Water Shortage Emergency Public Notice

Due to the continued drought, Columbus County Public Utilities has now declared a Stage 2 Water Shortage Emergency Watch for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 2 Water Shortage Emergency Watch, customers are prohibited from certain water consuming activities. All residents, businesses, and industries are urged to conserve water during this period.

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens.**

Exceptions:

1. Irrigation using handheld hoses, containers, and drip irrigation systems will be allowed.
2. Plant nurseries will be permitted to irrigate their products only.
3. State and County Licensed Landscape Contractors may water newly installed

- landscaping by handheld hoses or drip irrigation systems under a written warranty.
4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks, and similar vehicles if needed to preserve public health or vehicle function.
 - **Using water to wash outside surfaces such as streets, driveways, parking lots, patios, service station aprons, exterior of office buildings, homes, or apartments.**
Exceptions:
 1. Businesses that provide a service of washing the exterior of homes and other buildings.
 - **Using water for any ornamental fountain, pool, pond, etc.**
 - **Serving drinking water in restaurants unless specifically requested by the customer**
 - **Using potable water for dust control**
 - **Filling swimming or wading pools, either newly constructed or previously drained**
Exceptions:
 1. Make up water for pools in operation will be allowed
 - **Using water-cooled air conditioners or other equipment, in which cooling water is not recycled, unless there are health or safety concerns**
 - **Using water from a public or private fire hydrant for any reason other than to suppress a fire or other public emergency, or as authorized by the Director, or his authorized representative**
 - **Intentionally wasting water**
 - **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of twenty percent (20%) shall be the target; however a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Exhibit C
Stage 3 Water Shortage Emergency
Public Notice

Due to an immediate water shortage, Columbus County Public Utilities has now declared a Stage 3 Water Shortage Emergency Warning for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 3 Water Shortage Emergency Warning, the following activities shall be prohibited, in addition to the activities prohibited under the Stage 2 Water Shortage Emergency:

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens**
Exceptions:
 1. Irrigations using handheld hoses, containers, and drip irrigations systems will be allowed.
 2. Plant nurseries will be permitted to irrigate their products only.
 3. State and County Licensed Landscape Contractors may water newly installed landscaping by handheld hoses or drip irrigation systems under a written warranty.
 4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks and similar vehicles if needed to preserve public health or vehicle functions.
- **Watering any vegetable garden except by handheld hoses, containers, or drip irrigations systems.**
- **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of fifty percent (50%) shall be the target; however, a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**
- **In the event that the prohibition of the activities listed above is not sufficient to maintain an adequate supply of water for fire protection, all use of water for purposes other than maintenance of public health and safety shall be prohibited. Residential water use shall be limited to the amount necessary to sustain life through drinking, food preparation, and personal hygiene.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Commissioner Byrd made a motion to approve the **revised** Water Shortage Response Plan, seconded by Commissioner McDowell. The motion unanimously passed.

ADJOURNMENT:

At 7:13 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

AMON E. McKENZIE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, May 07, 2018
7:11 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:

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

APPOINTEES PRESENT:

Mike Stephens, **County Manager**
/ **County Attorney**
June B. Hall, **Clerk to the Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:11 P.M., Chairman Amon E. McKenzie called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

April 16, 2018 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (5 sets)

Commissioner Bullard made a motion to approve the April 16, 2018 Columbus County Water and Sewer District III Board Meeting Minutes, as recorded, 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 RESCINDING the EXISTING and REPLACING the WATER SHORTAGE RESPONSE PLAN:

Harold Nobles, Public Utilities Director, requested Board approval to rescind the existing Water Shortage Response Plan and replacing with the following **revised** Water Shortage Response Plan.

*Water Shortage Response Plan
Columbus County Water and Sewer Districts
I, II, III, IV and V*

1. **Purpose**

The purpose of the Water Shortage Response Plan is to provide guidance to the Public Utilities staff, County Administration, and the customers of the Public Utilities during periods of drought and other events that result in a shortage of potable water. The Water Shortage Response Plan is intended to provide a framework of steps and activities to be implemented as conditions require.

2. Definitions

- A. **“Water Shortage”** - The result of climatic conditions causing drought or the result of a physical breach in the County’s water supply system (i.e. mechanical failure, cut or broken water main, etc.) impeding the flow of potable or raw water supply.
- B. **“Water Production Capacity”** - The maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four period.
- C. **“Stage 1 - Water Conservation Alert”** - An immediate water shortage declared by appropriate state and/or local officials when there are three (3) consecutive days when water causes all wells in each water district to be pumped more than twelve (12) hours per day.
- D. **“Stage 2 - Water Shortage Warning”** - An immediate water shortage declared by appropriate state and/or local officials or when there are two (2) consecutive days when water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day.
- E. **“Stage 3 - Water Shortage Danger”** - An immediate water shortage declared by appropriate state and/or local officials or when there is one (1) day when water demand in each district depletes the tank capacity to less than 50% and the wells are at full production for twenty-four (24) hours.

3. Responsibility for Declaration of a Water Shortage

Under the County’s current Water Emergency Ordinance, the Director or his authorized representative is authorized to declare that a water emergency exists. Depending on the severity of the emergency, voluntary (Stage 1) and mandatory (Stage 2 and Stage 3) staged water use restrictions as described in this ordinance shall be imposed upon all water users. As water shortage conditions become imminent, consultations will be conducted with the Public Utilities office personnel, County Administration, and County wholesale customers; however, this will not delay the initiation of water shortage stages as defined by the triggers.

4. Shortage Response Action Levels

A. *Stage 1 - Water Shortage Emergency*

A Stage 1 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are three (3) consecutive days when water demand causes all

wells in each water district to be pumped more than twelve (12) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment plant process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

B. Stage 2 - Water Shortage Emergency

A Stage 2 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are two (2) consecutive days when water demand causes all wells in each district to be pumped more than sixteen (16) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

C. Stage 3 - Water Shortage Emergency

A Stage 3 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there is one (1) day when water demand in each district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions.

5. Notification Procedures

Upon declaration of each stage of Water Shortage Emergency, the following methods may be used to inform the County personnel, wholesale customers, County retail customers, and Industrial Customers.

A. Public Notice

The office personnel of the Public Utilities Department will draft a Public Notice announcing the Water Shortage Stage (Stage 1, Stage 2, or Stage 3) and the actions that water customers must take to comply with the Water Emergency Ordinance. The Public Notice will be provided by the Director, or his authorized representative, to all media outlets that serve Columbus County. The Public Notice will include phone numbers that customers may call with questions. Sample public notices for Stage 1, 2, and 3 are attached hereto and incorporated herein by reference as Exhibits A, B, and C, respectively.

B. Wholesale Customer Notification

A copy of the Public Notice will be e-mailed or faxed to the Utilities Director for all of the County's Wholesale Customers. The Public Utilities Director, or his authorized representative, shall call each wholesale customer to confirm the receipt of the Public Notice and to respond to any questions about the notice.

C. *Training County Staff*

A copy of the Public Notice will be provided to the Water Distribution Division and the office personnel of the Columbus County Public Utilities Department, 612 North Madison Street, Whiteville, N.C. 28472. Depending on the stage severity, a list of possible questions with the recommended responses will be provided to the office personnel that are likely to receive calls from the public.

D. *Direct Mailing to Customers*

Depending on the stage severity, the County may elect to send a direct mailing to all County water customers. In the event of an immediate need to reduce water consumption, a notice will be sent to all water customers by reasonable means. An insert to the water bill would be the method of communication.

E. *Newspaper Advertisement*

Depending on the stage severity, the County may elect to purchase space in the local newspapers to inform the public. The advertisement would include the language included in the Public Notice.

6. Stage Conditions

The basis for the determination of a water emergency shall be the County's ability to provide potable water to its customers. For a Stage 1 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each district to be pumped more than twelve (12) hours per day for more than three (3) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 2 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day for more than two (2) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 3 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand in each water district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours for more than a twenty-four (24) hour period. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

The available raw water supply shall be determined by the capacity of the individual wells in each Water District. The flow is measured at each well.

7. Compliance with the Provisions of the Plan

Water plant personnel shall monitor potable water levels pumped into the system at the plant and at the booster pump stations to determine the overall demand. By comparing the flow records prior to issuance of the declaration, personnel can determine the level of compliance in each of the pressure zones associated with the booster pump station. Water distribution personnel will concentrate its efforts in those areas identified by the plants with the highest levels of apparent non-compliance. Distribution personnel will attempt to educate those property owners who are not in compliance with the declaration. After one warning, property owners would be fined for non-compliance.

8. Plan Review and Adoption

The draft Water Shortage Response Plan will be provided to the office personnel of Public Utilities Department for review and comment prior to passage by the Board of County Commissioners. After those comments have been addressed, copies will be provided to the County Manager. A draft copy of the plan will be submitted to North Carolina Department of Environment and Natural Resources (NC DENR) for review and approval. Once all comments have been received and addressed by the Public Utilities Director, County Manager, and NC DENR, a final draft would be sent to the Board of Commissioners for review. The final document would be sent to the Board of Commissioners for approval, which would include an opportunity for public comment. Amendments to the plan would follow the same process with the Board of Commissioners approval required for all amendments. The County will evaluate the need to revise the Water Shortage Response Plan ever five years to do so as needed.

9. Variances

All appeals for a variance must be submitted to the Director of Public Utilities, in writing. The Director of Public Utilities will review the request and the following criteria will be used to determine if a variance can be granted:

- A. Impact on the overall water conservation goals
- B. Potential property damage
- C. Potential alternative sources of water supply
- D. Volume of water to be consumed
- E. Duration of usage
- F. Number of similarly situated property owners

The Director of Public Utilities must provide a written determination on the request for a variance within three (3) working days of the receipt of the variance. If the request for a variance is denied, the property owner has the right to appeal the determination to the Board of Commissioners. The Board of Commissioners would hear the appeal at the next regularly scheduled meeting provided the appeal request is received at least seven (7) days in advance of the next meeting.

10. Evaluation

During the declaration of the Water Shortage Emergency, the office personnel of the Public Utilities Department will monitor the water usage. The pre-declaration usage will be compared to the post-declaration usage to determine an overall percentage reduction in demand. If the desired reduction in demand has not occurred, changes in the plan or enforcement of the plan will be recommended.

After the water shortage event has concluded, a post-event evaluation will be conducted. Changes in the Water Shortage Response plan will be recommended to the Board of Commissioners based upon the problems and issues that were discovered during the event.

11. Effective Date

This Plan shall have an effective date as of the signature of the Chairman of the Columbus County Board of Commissioners.

Columbus County Board of Commissioners
_____, Chairman

Date Signed: _____

Attested By:

June B. Hall, Clerk to the Board

The above Plan was passed by the Columbus County Board of Commissioners on May 07, 2018, on the **first reading**, upon motion by Commissioner Byrd, seconded by Commissioner McDowell and passed unanimously, and recorded in the minutes of said meeting, Book Number 2, Page _____.

Exhibit A
Stage 1 Water Shortage Emergency
Public Notice

Due to the current unprecedented demand for water, Columbus County Public Utilities has declared a Stage 1 Water Shortage Emergency for all Columbus County Public Utilities Customers. Since the Memorial Day holiday weekend, an average of .5 MGD has been consumed by Columbus County’s retail customers, industrial customers, and the customers of municipalities served by the County through wholesale water agreements. The peak usage during this period was .7 MGD.

Most of the increase in water consumption during the recent months is attributable to an increase in demand for irrigation due to the drought conditions being experienced throughout the Southeast. During a Stage 1 Water Shortage Emergency, customers are asked to voluntarily conserve water.

Suggested Conservation Methods Include:

- **Reduce Unnecessary Water Usage:**

Use shower for bathing rather than bathtub and limit shower to no more than five (5) minutes. Do not leave faucets running while shaving, brushing teeth, rinsing or preparing food. Limit hours of water-cooled air conditioners. Do not fill swimming or wading pools. Limit vehicle washing to a minimum.

- **Irrigate During Off Peak Hours:**
Peak demand for water is between 6:00 A.M. to 10:00 A.M. and 4:00 P.M. to 6:00 P.M. If irrigation is necessary for shrubbery or lawns, irrigate during off peak times.
- **Check for Leaks and Repair Leaks Immediately:**
Leaks such as running toilets and dripping faucets should be repaired immediately to reduce water consumption.
- **Do Not Wash Down Outside Areas Such As Driveways, Sidewalks, Patios, Etc.**
- **Use Heavy Water-Using Appliances During Off Peak Hours:**
Appliances such as dishwashers and washing machines should be run during off peak times to reduce peak demand.
- **Install Water conservation Devices:**
Install Water Conservation Devices such as water saving showerheads and early closing flappers for toilets.

If the drought continues, and the demand for water continues to increase, the County may implement additional mandatory water conservation measures. If you have any questions regarding this public notice, please contact the Columbus County Public Utilities Department at (910) 642-2828.

This Stage 1 Water Shortage Emergency does not affect water use restrictions issued by other utilities in Columbus County.

Exhibit B Stage 2 Water Shortage Emergency Public Notice

Due to the continued drought, Columbus County Public Utilities has now declared a Stage 2 Water Shortage Emergency Watch for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 2 Water Shortage Emergency Watch, customers are prohibited from certain water consuming activities. All residents, businesses, and industries are urged to conserve water during this period.

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens.**

Exceptions:

1. Irrigation using handheld hoses, containers, and drip irrigation systems will be allowed.
2. Plant nurseries will be permitted to irrigate their products only.
3. State and County Licensed Landscape Contractors may water newly installed

- landscaping by handheld hoses or drip irrigation systems under a written warranty.
4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks, and similar vehicles if needed to preserve public health or vehicle function.
 - **Using water to wash outside surfaces such as streets, driveways, parking lots, patios, service station aprons, exterior of office buildings, homes, or apartments.**
Exceptions:
 1. Businesses that provide a service of washing the exterior of homes and other buildings.
 - **Using water for any ornamental fountain, pool, pond, etc.**
 - **Serving drinking water in restaurants unless specifically requested by the customer**
 - **Using potable water for dust control**
 - **Filling swimming or wading pools, either newly constructed or previously drained**
Exceptions:
 1. Make up water for pools in operation will be allowed
 - **Using water-cooled air conditioners or other equipment, in which cooling water is not recycled, unless there are health or safety concerns**
 - **Using water from a public or private fire hydrant for any reason other than to suppress a fire or other public emergency, or as authorized by the Director, or his authorized representative**
 - **Intentionally wasting water**
 - **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of twenty percent (20%) shall be the target; however a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Exhibit C
Stage 3 Water Shortage Emergency
Public Notice

Due to an immediate water shortage, Columbus County Public Utilities has now declared a Stage 3 Water Shortage Emergency Warning for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 3 Water Shortage Emergency Warning, the following activities shall be prohibited, in addition to the activities prohibited under the Stage 2 Water Shortage Emergency:

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens**
Exceptions:
 1. Irrigations using handheld hoses, containers, and drip irrigations systems will be allowed.
 2. Plant nurseries will be permitted to irrigate their products only.
 3. State and County Licensed Landscape Contractors may water newly installed landscaping by handheld hoses or drip irrigation systems under a written warranty.
 4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks and similar vehicles if needed to preserve public health or vehicle functions.
- **Watering any vegetable garden except by handheld hoses, containers, or drip irrigations systems.**
- **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of fifty percent (50%) shall be the target; however, a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**
- **In the event that the prohibition of the activities listed above is not sufficient to maintain an adequate supply of water for fire protection, all use of water for purposes other than maintenance of public health and safety shall be prohibited. Residential water use shall be limited to the amount necessary to sustain life through drinking, food preparation, and personal hygiene.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Commissioner Byrd made a motion to approve the **revised** Water Shortage Response Plan, seconded by Commissioner McDowell. The motion unanimously passed.

ADJOURNMENT:

At 7:13 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

AMON E. McKENZIE, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, May 07, 2018
7:11 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:

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

APPOINTEES PRESENT:

Mike Stephens, **County Manager**
/ **County Attorney**
June B. Hall, **Clerk to the Board**
Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:11 P.M., Chairman Amon E. McKenzie called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

April 16, 2018 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (**5 sets**)

Commissioner Bullard made a motion to approve the April 16, 2018 Columbus County Water and Sewer District IV Board Meeting Minutes, as recorded, 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 RESCINDING the EXISTING and REPLACING the WATER SHORTAGE RESPONSE PLAN:

Harold Nobles, Public Utilities Director, requested Board approval to rescind the existing Water Shortage Response Plan and replacing with the following **revised** Water Shortage Response Plan.

***Water Shortage Response Plan
Columbus County Water and Sewer Districts
I, II, III, IV and V***

1. **Purpose**

The purpose of the Water Shortage Response Plan is to provide guidance to the Public Utilities staff, County Administration, and the customers of the Public Utilities during periods of drought and other events that result in a shortage of potable water. The Water Shortage Response Plan is intended to provide a framework of steps and activities to be implemented as conditions require.

2. Definitions

- A. **“Water Shortage”** - The result of climatic conditions causing drought or the result of a physical breach in the County’s water supply system (i.e. mechanical failure, cut or broken water main, etc.) impeding the flow of potable or raw water supply.
- B. **“Water Production Capacity”** - The maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four period.
- C. **“Stage 1 - Water Conservation Alert”** - An immediate water shortage declared by appropriate state and/or local officials when there are three (3) consecutive days when water causes all wells in each water district to be pumped more than twelve (12) hours per day.
- D. **“Stage 2 - Water Shortage Warning”** - An immediate water shortage declared by appropriate state and/or local officials or when there are two (2) consecutive days when water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day.
- E. **“Stage 3 - Water Shortage Danger”** - An immediate water shortage declared by appropriate state and/or local officials or when there is one (1) day when water demand in each district depletes the tank capacity to less than 50% and the wells are at full production for twenty-four (24) hours.

3. Responsibility for Declaration of a Water Shortage

Under the County’s current Water Emergency Ordinance, the Director or his authorized representative is authorized to declare that a water emergency exists. Depending on the severity of the emergency, voluntary (Stage 1) and mandatory (Stage 2 and Stage 3) staged water use restrictions as described in this ordinance shall be imposed upon all water users. As water shortage conditions become imminent, consultations will be conducted with the Public Utilities office personnel, County Administration, and County wholesale customers; however, this will not delay the initiation of water shortage stages as defined by the triggers.

4. Shortage Response Action Levels

A. *Stage 1 - Water Shortage Emergency*

A Stage 1 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are three (3) consecutive days when water demand causes all

wells in each water district to be pumped more than twelve (12) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment plant process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

B. Stage 2 - Water Shortage Emergency

A Stage 2 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are two (2) consecutive days when water demand causes all wells in each district to be pumped more than sixteen (16) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

C. Stage 3 - Water Shortage Emergency

A Stage 3 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there is one (1) day when water demand in each district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions.

5. Notification Procedures

Upon declaration of each stage of Water Shortage Emergency, the following methods may be used to inform the County personnel, wholesale customers, County retail customers, and Industrial Customers.

A. *Public Notice*

The office personnel of the Public Utilities Department will draft a Public Notice announcing the Water Shortage Stage (Stage 1, Stage 2, or Stage 3) and the actions that water customers must take to comply with the Water Emergency Ordinance. The Public Notice will be provided by the Director, or his authorized representative, to all media outlets that serve Columbus County. The Public Notice will include phone numbers that customers may call with questions. Sample public notices for Stage 1, 2, and 3 are attached hereto and incorporated herein by reference as Exhibits A, B, and C, respectively.

B. *Wholesale Customer Notification*

A copy of the Public Notice will be e-mailed or faxed to the Utilities Director for all of the County's Wholesale Customers. The Public Utilities Director, or his authorized representative, shall call each wholesale customer to confirm the receipt of the Public Notice and to respond to any questions about the notice.

C. *Training County Staff*

A copy of the Public Notice will be provided to the Water Distribution Division and the office personnel of the Columbus County Public Utilities Department, 612 North Madison Street, Whiteville, N.C. 28472. Depending on the stage severity, a list of possible questions with the recommended responses will be provided to the office personnel that are likely to receive calls from the public.

D. *Direct Mailing to Customers*

Depending on the stage severity, the County may elect to send a direct mailing to all County water customers. In the event of an immediate need to reduce water consumption, a notice will be sent to all water customers by reasonable means. An insert to the water bill would be the method of communication.

E. *Newspaper Advertisement*

Depending on the stage severity, the County may elect to purchase space in the local newspapers to inform the public. The advertisement would include the language included in the Public Notice.

6. Stage Conditions

The basis for the determination of a water emergency shall be the County's ability to provide potable water to its customers. For a Stage 1 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each district to be pumped more than twelve (12) hours per day for more than three (3) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 2 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day for more than two (2) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 3 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand in each water district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours for more than a twenty-four (24) hour period. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

The available raw water supply shall be determined by the capacity of the individual wells in each Water District. The flow is measured at each well.

7. Compliance with the Provisions of the Plan

Water plant personnel shall monitor potable water levels pumped into the system at the plant and at the booster pump stations to determine the overall demand. By comparing the flow records prior to issuance of the declaration, personnel can determine the level of compliance in each of the pressure zones associated with the booster pump station. Water distribution personnel will concentrate its efforts in those areas identified by the plants with the highest levels of apparent non-compliance. Distribution personnel will attempt to educate those property owners who are not in compliance with the declaration. After one warning, property owners would be fined for non-compliance.

8. Plan Review and Adoption

The draft Water Shortage Response Plan will be provided to the office personnel of Public Utilities Department for review and comment prior to passage by the Board of County Commissioners. After those comments have been addressed, copies will be provided to the County Manager. A draft copy of the plan will be submitted to North Carolina Department of Environment and Natural Resources (NC DENR) for review and approval. Once all comments have been received and addressed by the Public Utilities Director, County Manager, and NC DENR, a final draft would be sent to the Board of Commissioners for review. The final document would be sent to the Board of Commissioners for approval, which would include an opportunity for public comment. Amendments to the plan would follow the same process with the Board of Commissioners approval required for all amendments. The County will evaluate the need to revise the Water Shortage Response Plan ever five years to do so as needed.

9. Variances

All appeals for a variance must be submitted to the Director of Public Utilities, in writing. The Director of Public Utilities will review the request and the following criteria will be used to determine if a variance can be granted:

- A. Impact on the overall water conservation goals
- B. Potential property damage
- C. Potential alternative sources of water supply
- D. Volume of water to be consumed
- E. Duration of usage
- F. Number of similarly situated property owners

The Director of Public Utilities must provide a written determination on the request for a variance within three (3) working days of the receipt of the variance. If the request for a variance is denied, the property owner has the right to appeal the determination to the Board of Commissioners. The Board of Commissioners would hear the appeal at the next regularly scheduled meeting provided the appeal request is received at least seven (7) days in advance of the next meeting.

10. Evaluation

During the declaration of the Water Shortage Emergency, the office personnel of the Public Utilities Department will monitor the water usage. The pre-declaration usage will be compared to the post-declaration usage to determine an overall percentage reduction in demand. If the desired reduction in demand has not occurred, changes in the plan or enforcement of the plan will be recommended.

After the water shortage event has concluded, a post-event evaluation will be conducted. Changes in the Water Shortage Response plan will be recommended to the Board of Commissioners based upon the problems and issues that were discovered during the event.

11. Effective Date

This Plan shall have an effective date as of the signature of the Chairman of the Columbus County Board of Commissioners.

Columbus County Board of Commissioners
_____, Chairman

Date Signed: _____

Attested By:

June B. Hall, Clerk to the Board

The above Plan was passed by the Columbus County Board of Commissioners on May 07, 2018, on the **first reading**, upon motion by Commissioner Byrd, seconded by Commissioner McDowell and passed unanimously, and recorded in the minutes of said meeting, Book Number 2, Page _____.

Exhibit A
Stage 1 Water Shortage Emergency
Public Notice

Due to the current unprecedented demand for water, Columbus County Public Utilities has declared a Stage 1 Water Shortage Emergency for all Columbus County Public Utilities Customers. Since the Memorial Day holiday weekend, an average of .5 MGD has been consumed by Columbus County’s retail customers, industrial customers, and the customers of municipalities served by the County through wholesale water agreements. The peak usage during this period was .7 MGD.

Most of the increase in water consumption during the recent months is attributable to an increase in demand for irrigation due to the drought conditions being experienced throughout the Southeast. During a Stage 1 Water Shortage Emergency, customers are asked to voluntarily conserve water.

Suggested Conservation Methods Include:

- **Reduce Unnecessary Water Usage:**

Use shower for bathing rather than bathtub and limit shower to no more than five (5) minutes. Do not leave faucets running while shaving, brushing teeth, rinsing or preparing food. Limit hours of water-cooled air conditioners. Do not fill swimming or wading pools. Limit vehicle washing to a minimum.

- **Irrigate During Off Peak Hours:**
Peak demand for water is between 6:00 A.M. to 10:00 A.M. and 4:00 P.M. to 6:00 P.M. If irrigation is necessary for shrubbery or lawns, irrigate during off peak times.
- **Check for Leaks and Repair Leaks Immediately:**
Leaks such as running toilets and dripping faucets should be repaired immediately to reduce water consumption.
- **Do Not Wash Down Outside Areas Such As Driveways, Sidewalks, Patios, Etc.**
- **Use Heavy Water-Using Appliances During Off Peak Hours:**
Appliances such as dishwashers and washing machines should be run during off peak times to reduce peak demand.
- **Install Water conservation Devices:**
Install Water Conservation Devices such as water saving showerheads and early closing flappers for toilets.

If the drought continues, and the demand for water continues to increase, the County may implement additional mandatory water conservation measures. If you have any questions regarding this public notice, please contact the Columbus County Public Utilities Department at (910) 642-2828.

This Stage 1 Water Shortage Emergency does not affect water use restrictions issued by other utilities in Columbus County.

Exhibit B Stage 2 Water Shortage Emergency Public Notice

Due to the continued drought, Columbus County Public Utilities has now declared a Stage 2 Water Shortage Emergency Watch for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 2 Water Shortage Emergency Watch, customers are prohibited from certain water consuming activities. All residents, businesses, and industries are urged to conserve water during this period.

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens.**

Exceptions:

1. Irrigation using handheld hoses, containers, and drip irrigation systems will be allowed.
2. Plant nurseries will be permitted to irrigate their products only.
3. State and County Licensed Landscape Contractors may water newly installed

- landscaping by handheld hoses or drip irrigation systems under a written warranty.
4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks, and similar vehicles if needed to preserve public health or vehicle function.
 - **Using water to wash outside surfaces such as streets, driveways, parking lots, patios, service station aprons, exterior of office buildings, homes, or apartments.**
Exceptions:
 1. Businesses that provide a service of washing the exterior of homes and other buildings.
 - **Using water for any ornamental fountain, pool, pond, etc.**
 - **Serving drinking water in restaurants unless specifically requested by the customer**
 - **Using potable water for dust control**
 - **Filling swimming or wading pools, either newly constructed or previously drained**
Exceptions:
 1. Make up water for pools in operation will be allowed
 - **Using water-cooled air conditioners or other equipment, in which cooling water is not recycled, unless there are health or safety concerns**
 - **Using water from a public or private fire hydrant for any reason other than to suppress a fire or other public emergency, or as authorized by the Director, or his authorized representative**
 - **Intentionally wasting water**
 - **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of twenty percent (20%) shall be the target; however a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Exhibit C
Stage 3 Water Shortage Emergency
Public Notice

Due to an immediate water shortage, Columbus County Public Utilities has now declared a Stage 3 Water Shortage Emergency Warning for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 3 Water Shortage Emergency Warning, the following activities shall be prohibited, in addition to the activities prohibited under the Stage 2 Water Shortage Emergency:

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens**
Exceptions:
 1. Irrigations using handheld hoses, containers, and drip irrigations systems will be allowed.
 2. Plant nurseries will be permitted to irrigate their products only.
 3. State and County Licensed Landscape Contractors may water newly installed landscaping by handheld hoses or drip irrigation systems under a written warranty.
 4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks and similar vehicles if needed to preserve public health or vehicle functions.
- **Watering any vegetable garden except by handheld hoses, containers, or drip irrigations systems.**
- **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of fifty percent (50%) shall be the target; however, a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**
- **In the event that the prohibition of the activities listed above is not sufficient to maintain an adequate supply of water for fire protection, all use of water for purposes other than maintenance of public health and safety shall be prohibited. Residential water use shall be limited to the amount necessary to sustain life through drinking, food preparation, and personal hygiene.**

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Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Commissioner Byrd made a motion to approve the **revised** Water Shortage Response Plan, seconded by Commissioner McDowell. The motion unanimously passed.

ADJOURNMENT:

At 7:13 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

AMON E. McKENZIE, Chairman

COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV AND V
COMBINATION BOARD MEETING
Monday, May 07, 2018
7:11 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:

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

APPOINTEES PRESENT:

Mike Stephens, **County Manager**
 / **County Attorney**
 June B. Hall, **Clerk to the Board**
 Bobbie Faircloth, **Finance Officer**

MEETING CALLED TO ORDER:

At 7:11 P.M., Chairman Amon E. McKenzie called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #14: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

April 16, 2018 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting (5 sets)

Commissioner Bullard made a motion to approve the April 16, 2018 Columbus County Water and Sewer District V Board Meeting Minutes, as recorded, 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 RESCINDING the EXISTING and REPLACING the WATER SHORTAGE RESPONSE PLAN:

Harold Nobles, Public Utilities Director, requested Board approval to rescind the existing Water Shortage Response Plan and replacing with the following **revised** Water Shortage Response Plan.

Water Shortage Response Plan
Columbus County Water and Sewer Districts
I, II, III, IV and V

1. **Purpose**

The purpose of the Water Shortage Response Plan is to provide guidance to the Public Utilities staff, County Administration, and the customers of the Public Utilities during periods of drought and other events that result in a shortage of potable water. The Water Shortage Response Plan is intended to provide a framework of steps and activities to be implemented as conditions require.

2. Definitions

- A. **“Water Shortage”** - The result of climatic conditions causing drought or the result of a physical breach in the County’s water supply system (i.e. mechanical failure, cut or broken water main, etc.) impeding the flow of potable or raw water supply.
- B. **“Water Production Capacity”** - The maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four period.
- C. **“Stage 1 - Water Conservation Alert”** - An immediate water shortage declared by appropriate state and/or local officials when there are three (3) consecutive days when water causes all wells in each water district to be pumped more than twelve (12) hours per day.
- D. **“Stage 2 - Water Shortage Warning”** - An immediate water shortage declared by appropriate state and/or local officials or when there are two (2) consecutive days when water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day.
- E. **“Stage 3 - Water Shortage Danger”** - An immediate water shortage declared by appropriate state and/or local officials or when there is one (1) day when water demand in each district depletes the tank capacity to less than 50% and the wells are at full production for twenty-four (24) hours.

3. Responsibility for Declaration of a Water Shortage

Under the County’s current Water Emergency Ordinance, the Director or his authorized representative is authorized to declare that a water emergency exists. Depending on the severity of the emergency, voluntary (Stage 1) and mandatory (Stage 2 and Stage 3) staged water use restrictions as described in this ordinance shall be imposed upon all water users. As water shortage conditions become imminent, consultations will be conducted with the Public Utilities office personnel, County Administration, and County wholesale customers; however, this will not delay the initiation of water shortage stages as defined by the triggers.

4. Shortage Response Action Levels

A. *Stage 1 - Water Shortage Emergency*

A Stage 1 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are three (3) consecutive days when water demand causes all

wells in each water district to be pumped more than twelve (12) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment plant process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

B. Stage 2 - Water Shortage Emergency

A Stage 2 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there are two (2) consecutive days when water demand causes all wells in each district to be pumped more than sixteen (16) hours per day. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions or availability.

C. Stage 3 - Water Shortage Emergency

A Stage 3 Water Shortage Emergency may be declared in the event of an immediate water shortage, as so declared by state and/or local officials, or will be declared when there is one (1) day when water demand in each district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours. Water production capacity shall be defined as the maximum volume of water that meets or exceeds state and federal standards that the water treatment process can produce during a twenty-four (24) hour period. Water production capacity can vary depending on system component reliability and/or raw water conditions.

5. Notification Procedures

Upon declaration of each stage of Water Shortage Emergency, the following methods may be used to inform the County personnel, wholesale customers, County retail customers, and Industrial Customers.

A. Public Notice

The office personnel of the Public Utilities Department will draft a Public Notice announcing the Water Shortage Stage (Stage 1, Stage 2, or Stage 3) and the actions that water customers must take to comply with the Water Emergency Ordinance. The Public Notice will be provided by the Director, or his authorized representative, to all media outlets that serve Columbus County. The Public Notice will include phone numbers that customers may call with questions. Sample public notices for Stage 1, 2, and 3 are attached hereto and incorporated herein by reference as Exhibits A, B, and C, respectively.

B. Wholesale Customer Notification

A copy of the Public Notice will be e-mailed or faxed to the Utilities Director for all of the County's Wholesale Customers. The Public Utilities Director, or his authorized representative, shall call each wholesale customer to confirm the receipt of the Public Notice and to respond to any questions about the notice.

C. *Training County Staff*

A copy of the Public Notice will be provided to the Water Distribution Division and the office personnel of the Columbus County Public Utilities Department, 612 North Madison Street, Whiteville, N.C. 28472. Depending on the stage severity, a list of possible questions with the recommended responses will be provided to the office personnel that are likely to receive calls from the public.

D. *Direct Mailing to Customers*

Depending on the stage severity, the County may elect to send a direct mailing to all County water customers. In the event of an immediate need to reduce water consumption, a notice will be sent to all water customers by reasonable means. An insert to the water bill would be the method of communication.

E. *Newspaper Advertisement*

Depending on the stage severity, the County may elect to purchase space in the local newspapers to inform the public. The advertisement would include the language included in the Public Notice.

6. Stage Conditions

The basis for the determination of a water emergency shall be the County's ability to provide potable water to its customers. For a Stage 1 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each district to be pumped more than twelve (12) hours per day for more than three (3) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 2 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand causes all wells in each water district to be pumped more than sixteen (16) hours per day for more than two (2) consecutive days. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

For a Stage 3 Water Shortage Emergency, a declaration will be made when the potable water demand or the anticipated potable water demand in each water district depletes tank capacity to less than 50% and wells are at full production for twenty-four (24) hours for more than a twenty-four (24) hour period. If the available raw water supply or the treatment capacity is diminished, this level will be determined based upon the amount of raw water available or treatment capacity available.

The available raw water supply shall be determined by the capacity of the individual wells in each Water District. The flow is measured at each well.

7. Compliance with the Provisions of the Plan

Water plant personnel shall monitor potable water levels pumped into the system at the plant and at the booster pump stations to determine the overall demand. By comparing the flow records prior to issuance of the declaration, personnel can determine the level of compliance in each of the pressure zones associated with the booster pump station. Water distribution personnel will concentrate its efforts in those areas identified by the plants with the highest levels of apparent non-compliance. Distribution personnel will attempt to educate those property owners who are not in compliance with the declaration. After one warning, property owners would be fined for non-compliance.

8. Plan Review and Adoption

The draft Water Shortage Response Plan will be provided to the office personnel of Public Utilities Department for review and comment prior to passage by the Board of County Commissioners. After those comments have been addressed, copies will be provided to the County Manager. A draft copy of the plan will be submitted to North Carolina Department of Environment and Natural Resources (NC DENR) for review and approval. Once all comments have been received and addressed by the Public Utilities Director, County Manager, and NC DENR, a final draft would be sent to the Board of Commissioners for review. The final document would be sent to the Board of Commissioners for approval, which would include an opportunity for public comment. Amendments to the plan would follow the same process with the Board of Commissioners approval required for all amendments. The County will evaluate the need to revise the Water Shortage Response Plan ever five years to do so as needed.

9. Variances

All appeals for a variance must be submitted to the Director of Public Utilities, in writing. The Director of Public Utilities will review the request and the following criteria will be used to determine if a variance can be granted:

- A. Impact on the overall water conservation goals
- B. Potential property damage
- C. Potential alternative sources of water supply
- D. Volume of water to be consumed
- E. Duration of usage
- F. Number of similarly situated property owners

The Director of Public Utilities must provide a written determination on the request for a variance within three (3) working days of the receipt of the variance. If the request for a variance is denied, the property owner has the right to appeal the determination to the Board of Commissioners. The Board of Commissioners would hear the appeal at the next regularly scheduled meeting provided the appeal request is received at least seven (7) days in advance of the next meeting.

10. Evaluation

During the declaration of the Water Shortage Emergency, the office personnel of the Public Utilities Department will monitor the water usage. The pre-declaration usage will be compared to the post-declaration usage to determine an overall percentage reduction in demand. If the desired reduction in demand has not occurred, changes in the plan or enforcement of the plan will be recommended.

After the water shortage event has concluded, a post-event evaluation will be conducted. Changes in the Water Shortage Response plan will be recommended to the Board of Commissioners based upon the problems and issues that were discovered during the event.

11. Effective Date

This Plan shall have an effective date as of the signature of the Chairman of the Columbus County Board of Commissioners.

Columbus County Board of Commissioners
_____, Chairman

Date Signed: _____

Attested By:

June B. Hall, Clerk to the Board

The above Plan was passed by the Columbus County Board of Commissioners on May 07, 2018, on the **first reading**, upon motion by Commissioner Byrd, seconded by Commissioner McDowell and passed unanimously, and recorded in the minutes of said meeting, Book Number 2, Page _____.

Exhibit A
Stage 1 Water Shortage Emergency
Public Notice

Due to the current unprecedented demand for water, Columbus County Public Utilities has declared a Stage 1 Water Shortage Emergency for all Columbus County Public Utilities Customers. Since the Memorial Day holiday weekend, an average of .5 MGD has been consumed by Columbus County’s retail customers, industrial customers, and the customers of municipalities served by the County through wholesale water agreements. The peak usage during this period was .7 MGD.

Most of the increase in water consumption during the recent months is attributable to an increase in demand for irrigation due to the drought conditions being experienced throughout the Southeast. During a Stage 1 Water Shortage Emergency, customers are asked to voluntarily conserve water.

Suggested Conservation Methods Include:

- **Reduce Unnecessary Water Usage:**

Use shower for bathing rather than bathtub and limit shower to no more than five (5) minutes. Do not leave faucets running while shaving, brushing teeth, rinsing or preparing food. Limit hours of water-cooled air conditioners. Do not fill swimming or wading pools. Limit vehicle washing to a minimum.

- **Irrigate During Off Peak Hours:**
Peak demand for water is between 6:00 A.M. to 10:00 A.M. and 4:00 P.M. to 6:00 P.M. If irrigation is necessary for shrubbery or lawns, irrigate during off peak times.
- **Check for Leaks and Repair Leaks Immediately:**
Leaks such as running toilets and dripping faucets should be repaired immediately to reduce water consumption.
- **Do Not Wash Down Outside Areas Such As Driveways, Sidewalks, Patios, Etc.**
- **Use Heavy Water-Using Appliances During Off Peak Hours:**
Appliances such as dishwashers and washing machines should be run during off peak times to reduce peak demand.
- **Install Water conservation Devices:**
Install Water Conservation Devices such as water saving showerheads and early closing flappers for toilets.

If the drought continues, and the demand for water continues to increase, the County may implement additional mandatory water conservation measures. If you have any questions regarding this public notice, please contact the Columbus County Public Utilities Department at (910) 642-2828.

This Stage 1 Water Shortage Emergency does not affect water use restrictions issued by other utilities in Columbus County.

Exhibit B Stage 2 Water Shortage Emergency Public Notice

Due to the continued drought, Columbus County Public Utilities has now declared a Stage 2 Water Shortage Emergency Watch for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 2 Water Shortage Emergency Watch, customers are prohibited from certain water consuming activities. All residents, businesses, and industries are urged to conserve water during this period.

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens.**

Exceptions:

1. Irrigation using handheld hoses, containers, and drip irrigation systems will be allowed.
2. Plant nurseries will be permitted to irrigate their products only.
3. State and County Licensed Landscape Contractors may water newly installed

- landscaping by handheld hoses or drip irrigation systems under a written warranty.
4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks, and similar vehicles if needed to preserve public health or vehicle function.
 - **Using water to wash outside surfaces such as streets, driveways, parking lots, patios, service station aprons, exterior of office buildings, homes, or apartments.**
Exceptions:
 1. Businesses that provide a service of washing the exterior of homes and other buildings.
 - **Using water for any ornamental fountain, pool, pond, etc.**
 - **Serving drinking water in restaurants unless specifically requested by the customer**
 - **Using potable water for dust control**
 - **Filling swimming or wading pools, either newly constructed or previously drained**
Exceptions:
 1. Make up water for pools in operation will be allowed
 - **Using water-cooled air conditioners or other equipment, in which cooling water is not recycled, unless there are health or safety concerns**
 - **Using water from a public or private fire hydrant for any reason other than to suppress a fire or other public emergency, or as authorized by the Director, or his authorized representative**
 - **Intentionally wasting water**
 - **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of twenty percent (20%) shall be the target; however a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Exhibit C
Stage 3 Water Shortage Emergency
Public Notice

Due to an immediate water shortage, Columbus County Public Utilities has now declared a Stage 3 Water Shortage Emergency Warning for all Columbus County Public Utilities Customers. Water levels in the Lower Cape Fear River have continued to decrease and the long-range forecast indicated less than normal rainfall amounts. The Governor has urged all state citizens to reduce water consumption during this period of extreme drought.

The demand for water continues at higher than normal levels due to an increase in demand for irrigation due to the drought conditions. During a Stage 3 Water Shortage Emergency Warning, the following activities shall be prohibited, in addition to the activities prohibited under the Stage 2 Water Shortage Emergency:

The following activities are prohibited except as where noted:

- **Irrigation of residential and commercial landscaping including lawns, grass, shrubbery, trees, flower and vegetable gardens**
Exceptions:
 1. Irrigations using handheld hoses, containers, and drip irrigations systems will be allowed.
 2. Plant nurseries will be permitted to irrigate their products only.
 3. State and County Licensed Landscape Contractors may water newly installed landscaping by handheld hoses or drip irrigation systems under a written warranty.
 4. Golf Courses are allowed to irrigate using water from storm water ponds, wastewater effluent and irrigation wells only.
- **Washing of any type of mobile equipment including cars, trucks, trailers, boats, airplanes, etc.**
Exceptions:
 1. Businesses that provide car washing or detailing services.
 2. Automobile dealers in preparation of sales or delivery.
 3. Cleaning of emergency vehicles, garbage trucks and similar vehicles if needed to preserve public health or vehicle functions.
- **Watering any vegetable garden except by handheld hoses, containers, or drip irrigations systems.**
- **Commercial and Industrial Water Customers shall achieve mandatory reductions in water usage through whatever means are available. A minimum reduction of fifty percent (50%) shall be the target; however, a greater target reduction percentage may be required depending on the severity of the Water Shortage Emergency. Compliance with the reduction target shall be determined by the Director, or his authorized representative. Variances to the target reduction may be granted by the Director, or his authorized representative, to designated Public Health facilities.**
- **In the event that the prohibition of the activities listed above is not sufficient to maintain an adequate supply of water for fire protection, all use of water for purposes other than maintenance of public health and safety shall be prohibited. Residential water use shall be limited to the amount necessary to sustain life through drinking, food preparation, and personal hygiene.**

Property owners that use wells for potable water and/or irrigation are also urged to conserve water during this period of drought but are not subject to these restrictions.

Violators are subject to a civil citation of \$500.00 per offense per day.

Repeat offenders may have their water service disconnected.

To report violations of this Water Shortage Emergency Watch, please contact the Columbus County Public Utilities Department at (910) 642-2828, or e-mail the County at hnobles@columbusco.org. Please provide the time, date, and violation location.

Commissioner Byrd made a motion to approve the **revised** Water Shortage Response Plan, seconded by Commissioner McDowell. The motion unanimously passed.

ADJOURNMENT:

At 7:13 P.M., Commissioner Russ made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

AMON E. McKENZIE, Chairman