

COLUMBUS COUNTY BOARD OF COMMISSIONERS**Monday, May 19, 2014****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 on the third Monday.

COMMISSIONERS PRESENT:

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

APPOINTEES PRESENT:

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

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

At 6:30 P.M., Chairman P. Edwin Russ called the May 19, 2014 Columbus County Board of Commissioners Regular Session Meeting to order. The invocation was delivered by Commissioner Ricky Bullard. Everyone in attendance stood and pledged Allegiance to the Flag of the United States of America which was led by Commissioner Amon E. McKenzie.

Agenda Item #4: BOARD MINUTES APPROVAL:

Commissioner McKenzie made a motion to approve the May 05, 2014 Regular Session Board Meeting Minutes, with one (1) correction on Page 821, second paragraph, the sentence 'The motion unanimously passed.' needs to be deleted, seconded by Commissioner McDowell. The motion unanimously passed.

Agenda Item #5: PUBLIC INPUT:

Chairman Russ opened the floor for public input. The following spoke.

1. **Jimmy Stanley, Lake Waccamaw, NC:** stated the following:
 - A. I would like to thank the Board for all that you are doing, and we appreciate all that you do;
 - B. For an update on our fire department, the only thing that we lack is the pagers; **and**
 - C. We have forty-two (42) members, and hopefully by the end of the week, we will have everything up to date, and be ready for our inspection.

2. **Deborah A. Pope, Hallsboro, NC:** stated the following:
 - A. It has come to our attention that there has been some information that is misleading;
 - B. On February 14, 2014, Ms. Barbara Dunn and I were working at the Fire Department and Darren Currie and Scott Hyatt asked me if I would speak to him and I told him yes;
 - C. Darren Currie told me that the Town Board had decided that we didn't need to be in the Fire Department and we had to leave and we got out stuff and left;
 - D. We had three (3) members that were forbidden to go on the property; **and**
 - E. In the eleven (11) years that we were there, we passed eleven (11) inspections and we dropped from a 9 insurance rating to a 6 insurance rating, which helped tremendously on the insurance rate.

Agenda Item #6: BUDGET - PRESENTATION of the PROPOSED 2014-2015 COLUMBUS COUNTY OPERATING BUDGET, and REQUEST ESTABLISHMENT of PUBLIC HEARING on JUNE 02, 2014, at 6:00 P.M.:

William S. Clark, County Manager and Budget Officer, presented the budget for the upcoming fiscal year, with the following Budget Message and requested a public hearing to be

established on June 02, 2014, at 6:00 P.M.

BUDGET MESSAGE

TO: Mr. P. Edwin Russ, Chairman
Columbus County Board of Commissioners

FROM: William S. Clark
Columbus County Manager

DATE: May 19, 2014

RE: Columbus County Fiscal Year 2014-2015 Budget Message

Overview

The Proposed Budget for fiscal year 2014-2015 is presented in accordance with the North Carolina Budget and Fiscal Control Act, North Carolina General Statute 153A-82. North Carolina law states that a balanced budget must be publicly presented by June 1 and a balanced budget adopted by June 30. We are pleased to present a balanced budget that is without a property tax increase.

General fund and total budget appropriations are noted below:

<u>2014-2015 General Fund</u>	<u>2013-2014 General Fund</u>	<u>Decreased Dollars</u>	<u>%</u>
\$57,167,237	\$57,213,851	\$(-46,614)	(01%)
<u>2014-2015 Total Budget</u>	<u>2013-2014 Total Budget</u>	<u>Decreased Dollars</u>	<u>%</u>
\$71,519,776	\$73,672,845	\$(2,153,069)	(.03 %)

Employee Salary and Wage Adjustments

There is a 2% proposed salary and wage adjustment for all of our employees with a 1.5% increase in our salary and wage scale to be effective September 21, 2014 at a cost of \$340,437.

Local Governmental Employees Retirement System

The employer contribution to the Local Governmental Employees Retirement System for our Law Enforcement Officers will increase this year from 7.28% to 7.41% for an increase in retirement cost of \$6,420. Local employees' rate remains at 7.07%.

Health Insurance

By switching to United Healthcare, there will be no increase in our employee healthcare premiums. Co-pays and deductibles will remain the same for our employees. There will be a \$30 monthly contribution for our employees which will be waived if our employees participate in our wellness program.

General Insurance

General Liability, Property and Workers Compensation insurance premiums decreased this year a total of \$2,404.

Enterprise Funds

Solid Waste User Fees: No rate change

- A) County Residents \$218.00/year
- B) Municipal Residents \$131.00/year

Columbus County Combined Water Districts' new rate will be a base rate of \$23.00 and \$3.45/1000 gallons from 0 to 4,999; \$3.85/1000 gallons from 5,000 to 21,000; \$5.50/1000 gallons from 21,000 to 51,000; \$6.51/1000 gallons for 51,000 and above.

The Special District tax rates for Water District II will be lowered from .07 cents to .035 cents and Water District III will be lowered from .11 cents to .055 cents.

Revenue Sources

Ad-valorem Property Tax Collections – Tax collections are calculated based on a collection rate of 97%, at the current rate of 80.5 cents per \$100.

Transfers from Other Departments to the General Fund – Total transfers to the General Fund for indirect costs and debt repayment are as follows:

\$ 105,931–CWD’s	Indirect Costs	\$42,829 - Health Department	Indirect Costs
\$ 89,937 - WD II	Debt Repayment	\$11,284 - Transportation	Administrative Costs
\$ 76,230 - WD III	Debt Repayment	\$51,352 - Solid Waste	Indirect Costs

The transferred amount of \$377,563 is the equivalent of approximately .0119 cents in property tax.

Education

Total current expense allocations for city and county school systems, and Southeastern Community College have been increased by 2%. Capital outlay expenditures for city and county schools systems, and Southeastern Community College have increased by 2% for an overall increase of \$178,718.

Capital Outlay

Capital outlay includes eight vehicles plus equipment for the Sheriff’s Office, one vehicle for the central fleet, two vehicles for Environmental Health and one vehicle for Emergency Services. These vehicles will be leased over a three year period. Additional capital outlay items include a new phone system for the Health Department and a storage building, elevated platform and perimeter fencing for Parks and Recreation. The Enterprise fund includes capital outlay for one truck and a boring machine. The Solid Waste budget includes a capital outlay purchase of a commercial mower.

Conclusion

Staff has worked hard to provide you with a balanced budget for fiscal year 2014-2015 without a property tax increase. I would like to thank Finance Director Bobbie Faircloth and our department managers for their efforts in the development of this budget.

Thank you for your consideration of this proposal.

Respectfully submitted,
/s/ William S. Clark
Columbus County Manager

Items included in the budget

1. Maintenance – 1 additional custodial staff member at ½ year salary and benefits – to be hired in January
2. Sheriff’s Department – 3 additional bailiffs at ½ year of salary and benefits- to be hired between December and January
3. Sheriff’s Department 5 additional SRO office approved in Fiscal Year 2013/2014 Current Budget (Grant funded through county schools)
4. Payoff of the Farm Services Building and DSS building loans- \$478,290; with an estimated interest saving of \$46,796.52 over the life of the loan.
5. Fund balance appropriated for debt payment- Courthouse Annex, Jail and School (Williams Township) - \$1,458,989
6. Fund Balance Appropriated - \$1,937,279
7. Capital outlay included in the budget –
 - a. Fleet- vehicle - \$15,701
 - b. Sheriff Department - 8 Vehicles and equipment - \$297,836
 - c. Emergency Services – 1 SUV and equipment- \$42,000
 - d. Health Department – Replacement of phone system - \$65,000
 - e. Environmental Health – 2 Vehicles - \$40,000
 - f. Parks & Recreation – Storage Building, elevated platform, perimeter fencing replacement – \$14,500
 - g. Combined Water Districts – 1 4X4 Truck and Boring Machine \$29,000
 - h. Solid Waste – Commercial Lawn Mower \$7,500
8. Airport – Matches for Aviation Grants - \$85,667
9. Economic Development – Funds for NC Southeast - \$20,000
10. Economic Development –Purchase of land at Industrial Park at an estimated cost of \$156,000, spreading the payments out over five years for annual payments of \$31,200
11. Departments that have been combined
 - a. Water Districts –New Rate – base rate of \$23.00 and \$3.45 per thousand
 - b. Maintenance – combined Judge Chambers and District Court budgets into Court

Facilities

- c. Planning has been combined into Economic Developments budget
- 12. Department of Aging has been moved into the General Fund 10 budget
- 13. Tourism Development Authority is no longer a county department therefore their budget has been removed.
- 14. Fees for the Railroad Attorney of \$30,000 was included
- 15. Special appropriations increased by \$50,000 for Hydrilla eradication, \$25,000 for Veterans Park, \$5,000 for Circles of Hope and \$7,000 for Vineland Depot repairs.

Commissioner McKenzie made a motion to accept the Proposed 2014-2015 Columbus County Operating Budget, seconded by Commissioner Byrd. The motion unanimously passed.

Public Hearing:

Commissioner Bullard made a motion to establish June 02, 2014, at 6:00 P.M., as the date and time to conduct a public hearing on the Proposed 2014-2015 Columbus County Operating Budget, seconded by Commissioner McDowell. The motion unanimously passed.

Workshop:

Commissioner Prevatte made a motion to set a workshop for the Proposed 2014-2015 Columbus County Operating Budget on June 02, 2014, at 4:00 P.M., in the Commissioners Chambers, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #7: EMERGENCY SERVICES - REVISED RESOLUTION and REVISED FIRE INSURANCE MAP:

Kay Worley, Emergency Services Director, requested Board approval of the following Revised Columbus County Board of Commissioners Resolution Approving Insurance District Boundaries for East Columbus 6 Mile Fire District and the Revised East Columbus Fire Insurance District Map.

**REVISED COLUMBUS COUNTY BOARD of COMMISSIONERS
RESOLUTION APPROVING INSURANCE DISTRICT BOUNDARIES for
EAST COLUMBUS 6 MILE FIRE DISTRICT**

WHEREAS, the fire district boundaries for fire departments are established by Boards of County Commissioners pursuant to N.C.G.S. § 153A-233, which districts are also used for insurance grading purposes; **and**

WHEREAS, the fire district boundaries fo Columbus County need to be revised to change the way they have historically been described by a point to point-to-point description to by reference of maps created using the GIS system, and to reflect annexations by municipalities in the County; **and**

WHEREAS, the Columbus County Fire Marshal has caused to be crated a new fire insurance district map using the GIS system for East Columbus Fire District which is incorporated by reference into Exhibit A to this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Columbus County Board of Commissioners approves the boundary lines of the East Columbus Fire District excluded of current or future municipal town limits of Lake Waccamaw and as represented in the GIS produced map certified by the County Fire Marshal referenced in Exhibit A.

APPROVED this 19th day of May, 2014.

**/s/ P. EDWIN RUSS, Chairman
COLUMBUS COUNTY BOARD OF COMMISSIONERS**

**/s/ JUNE B. HALL
CLERK to the BOARD**

Commissioner McKenzie made a motion to approve the Revised Columbus County Board of Commissioners Resolution Approving Insurance District Boundaries for East Columbus 6 Mile Fire District and the Revised East Columbus Fire Insurance District Map, seconded by

Commissioner Prevatte. The motion unanimously passed. A copy of the East Columbus Fire Insurance District map will be marked as Exhibit "A", and kept in the Minute Book Attachments, Book Number 5, in the Office of the Clerk to the Board, for review.

Agenda Item #8: SOCIAL SERVICES - DEPARTMENTAL UPDATE:

Algernon McKenzie, Social Services Director, delivered the following departmental update to the Board.

The Department of Social Services has around 141 employees on a regular basis.

We operate on a budget of around \$12,385,922.01; which may vary from year to year. The majority of these funds are State and Federal Funds, which are used to administer many State mandated programs. These programs and services are available to assist our citizens with various needs.

In the past few months, the agency has added Family and Children's Medicaid into the NCFAST system. There have been an increased number of applications for Food & Nutrition and Medicaid, due to the Affordable Care Act.

We have upgraded our computer software in our file room, which will prevent us from losing valuable information.

We have also started the task of purging records in our file room. This is much needed for space, but will take some time to complete.

The Columbus County Department of Social Services continues to strive to provide the citizens with its best possible service.

We provided the following benefits and services during fiscal year 2013-14:

Economic Services

PROGRAM	STATISTICS
Economic Services	Active Cases: 6,605 – not complete due to NCFAST Benefits Issued: \$9,744,390.00 Participants Served: 13,833
Adult Medicaid	Applications Taken: 1,219 Individuals Receiving: 5,689
Family & Children's Medicaid	Applications: 2,363 – not complete due to NCFAST Individuals Receiving: 10,803
Child Support	Absent Parents Located: 1,232 Orders Enforced: 8,161 Active Cases: 4,560 Collections: \$4,121,304.22

Human Services

PROGRAM	STATISTICS
Adult Services (APS)	APS Reports Accepted: 95 County Wards: 20 Adults Served via Guardianship: 17 Adults Served APS: 37 Number of Medicaid Transportation Trips: 16,766 Monthly Average of 1,863

Children's Protective Services (CPS)	Reports Accepted: 305 Reports Screened out: 109 Families Receiving In-Home Services: 45 Children Served: 101 Contacts with Families Monthly: 1,162 Monthly Average of 129 Assessments: 230
Foster Care	Foster Children in Foster Homes: 72 Children Placed Outside County: 14 Agency Adoptions: 4 Pending Adoptions: 5 Total Foster Homes Licensed: 14
Work First Employment (TANF)	Applications Taken: 371 Applications Approved: 319 Individuals Receiving Benefits: 697 Entered Employment: 25 Number in Non-Paid Work Experience: 8
Program Integrity	Collections for Fraud: \$51,846.22
Day Care	Children Receiving Day Care Assistance: 599 Children on the Waiting List: 292 Amount Spent on Day Care Services: \$1,373,264.60 Total Subsidy Funds Received: \$2,233,803
Energy Programs	CIP – Crisis Intervention Program: \$303,859.87 LIEAP – Low Income Energy Assistance Program: \$437,800.00 Duke Energy Progress Assistance: \$68,909.00 We were able to serve 1,063 applicants with CIP funds and 1,133 with LIEAP funds. All 2,196 applicants were Columbus County citizens.
Other	DSS has issued 314 fishing licenses to recipients of Medicaid, Work First and Food & Nutrition. 101 Citizens were registered at DSS to vote.

Agenda Item #9: SOCIAL SERVICES - MONTHLY ADMINISTRATIVE UPDATE:

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

On April 3, 2014, we had our Medicaid Transportation Review. There were two workers who reviewed thirty records. The Monitors stated the records were well organized, which was helpful. The results will be sent to us at a later date. The Transportation Workers, the Supervisors, Program Administrator and I participated in the monitoring conference.

On April 9, 2014, our agency staff meeting was held. During the meeting, our Qualified Substance Abuse Professional, Fran Svacina, who is housed in our agency on Mondays, gave a presentation on her services. She provides substance abuse screenings for Work First and Food & Nutrition recipients who need those services to meet program requirements.

All staff was reminded they must sign in and out on Scotland Yard. Supervisors have been asked to monitor the units. Workers need to call their Supervisor, another Supervisor, Program Manager or Director if they need to take leave or will be late.

Staff was reminded to respect co-workers and that offensive and disruptive behavior will not be tolerated. If any employee has a problem, they can report it to Supervisors or upper management, without fear of retaliation, which is county policy.

On April 10, 2014, I attended the Executive Board Meeting for Directors. We were given updates on the NCFast System from Angela Taylor, who is the Project Director. They realize it takes more

time to complete applications and re-certifications in the system. It is the same with the new Medicaid process and rules, because of the increased workload from the Federal Market Place. USDA will be visiting counties sometime in April, looking at NCFAST implementation.

During the month of April, there were four conference calls for Directors.

Also, during the month of April, I attended the Department Managers Meeting, the Smart Start Partnership Board Meeting, “The First 2000 Days” Mini Summit; and the Dream Center Fundraiser Luncheon.

Staff participated in Child Abuse Prevention Month by wearing blue ribbons and attending the Memorial Service on the Health Department lawn. Twenty-eight balloons were released in honor of children who have lost their lives at the abusive hands of others.

DSS staff raised and donated \$908.00 for the Relay For Life Event held at Southeastern Community College.

April 2014
Economic Services

PROGRAM	STATISTICS
Food & Nutrition	Applications Taken: 664 Applications Approved: 309 Active Cases: 6,489 Benefits Issued: 1,568,646 Participants Served: 13,515
Adult Medicaid	Applications Taken: 117 – numbers not complete in NCFAST Individuals Receiving: 5,545 Cases Terminated: 64
Family & Children’s Medicaid	Applications Taken: 192 – numbers not complete in NCFAST Individuals Receiving: 7,817 Applications Processed: 855
Child Support	Absent Parents Located: 114 Orders Enforced: 956 Active Cases: 4,305 Collections: \$556,717.69

April 2014
Human Services

PROGRAM	STATISTICS
Adult Services (APS)	APS Reports Accepted: 14 County Wards: 19 Adults Served via Guardianship: 17 Adults Served APS: 32 Number of Medicaid Transportation Trips: 2,062 Amount Requested for Reimbursement: \$33,180.31
Children’s Protective Services (CPS)	Reports Accepted: 46 Reports Screened out: 14 Families Receiving In-Home Services: 42 Children Served: 89 Contacts with Families Monthly: 143 Assessments: 32

Foster Care	Foster Children in Foster Homes: 67 Children Placed Outside County: 13 Agency Adoptions: 0 Pending Adoptions: 1 Total Foster Homes Licensed: 11
Work First Employment (TANF)	Applications Taken: 48 Applications Approved: 33 Individuals Receiving Benefits: 604 Entered Employment: 7 Number in Non-Paid Work Experience: 3
Program Integrity	Collections for Fraud: \$9,353.26 New Referrals: 6 Cases Established: 7
Day Care	Children Receiving Day Care Assistance: 575 Children on the Waiting List: 144 Amount Spent on Day Care Services: \$199,513.70

HUMAN SERVICES BOARD REPORT

Children's Protective Services/Intake/Investigation/Assessment

Children's Protective Services/In-Home Services

Children's Protective Services/Foster Care/Adoptions

Adult Services

Work First Employment

Child Day Care

Program Integrity

Melinda H. Lane, Program Manager

Vacancies/Updates/News for April 2014

Intake/Investigation/Assessment:

The Intake/Investigation/Assessment Unit continues to have a Social Worker on limited duty. This Unit is also currently short-staffed due to the promotion of a Social Worker to a Supervisor's position. Interviews have been conducted and after much discussion a decision was made to re-advertise. Numbers are up; therefore staff is currently experiencing a heavier caseload at this time, especially while being short staffed. The In-Home Services staff is assisting with initiations of new cases.

In-Home Services:

The In-Home Services Unit is now fully staffed. The Supervisor is currently attending Supervisor training which is only offered to Child Welfare Supervisors at this time. This Unit is assisting the Investigations/Assessments Unit with initiations due to being short staffed.

Foster Care/Adoptions:

The Foster Care/Adoptions Unit continues to be one Social Worker short due to the transfer of a Social Worker to another Unit. Interviews have been conducted and a recommendation made. Hoping for a final decision soon.

Adult Services:

The Adult Services Unit is fully staffed again.

Work First Employment:

None.

Child Day Care:

None.

Program Integrity:

Crisis Intervention Program and Energy Neighbor continue to have limited funding and applications are being taken on a case-by-case basis with 18 CIP applications completed during the month of April. Program Integrity collections are now increasing and hopefully will continue to do so since the Energy Assistance Programs have wound down.

Economic Services Program Narrative

Universal Intake, Processing and Triage Unit

Food and Nutrition Program and Adult and Family and Children's Medicaid

Rest Home and Nursing Home/Community Alternatives Program (CAP)

Work First Family Assistance/Cash/Medicaid Transportation & Supportive Services

Child Support & Paralegal

Submitted by Cyndi Hammonds, Income Maintenance Administrator

Reporting Month: **April 2014**

News/Updates/Vacancies

Universal Intake, Triage and Processing

The Universal Intake team remains busy. Currently this unit is fully staffed however they still struggle in trying to keep up with the amount of clients that walk in to apply for services. The Universal Processing Unit continues to receive applications thru NC FAST epass and Affordable Care Act Applications from the Federal Marketplace. Help Desk Tickets and overdue applications with issues are some of the factors that cause workers to feel so frustrated in completing their work. Workers have been given what is called "Virtual Training" to help get answers on issues they have getting their cases to complete the process in NC FAST; however you have to sit and wait for "your turn" or you may lose your place in the line up of questions. Workers are competing with all workers across the state to get their issues resolved thru this chat line. The processing team still has one vacancy; however they have interviewed and have recommended someone for hire. These two units have been talking about merging so all workers will do intake and process instead of having two separate actions on the same case. It is their goal to have more workers available for intake, reduce the number of applications that one worker may have per day with a lesser amount of staff and decrease the wait time for the clients.

The Triage team has seen a steady flow of clients during the month of April and has assisted 664 clients. This unit still has been most successful by seeing walk-in clients which allows workers to have more uninterrupted processing time.

Food and Nutrition/Adult Medicaid/Family and Children's Medicaid

The Food and Nutrition Review team continues to try to get their work out timely however with staff shortage and NC FAST glitches they are still have some cases go beyond their timeframes. They continue to work comp time as they can.

The Family and Children's Medicaid review team continues to work in the old system with reviews until the NC FAST project has completed all screens to allow for redeterminations to be keyed into the NC FAST system.

The Adult Medicaid team continues to work in the old system due to all glitches not worked out for them to use NC FAST for their applications and recertifications.

Both the Family and Children and Adult Medicaid along with Work First were monitored by the State in April and received an outstanding report. The State read 210 cases and we passed our compliance time frames in all categories they reviewed with some minor errors to several cases.

Work First Family Assistance/Cash//Medicaid Transportation & Supportive Services

The Work First/Cash team is now trying to enter in and process as many applications as they can into NC FAST; however they are still encountering problems with glitches and delays. They also continue to put some cases into EIS to prevent too many cases from being overdue. They continue to try to resolve issues on their own with the help of the other teams that are more familiar with the system, the virtual chat line and with our On Site Support.

Medicaid Transportation was monitored by the State in April and scored with an outstanding report also with only a few minor changes needed.

Housekeeping is still short staffed however they continue to maintain the basic cleanliness of the building and grounds.

Child Support

Child Support prepared 322 cases for court and continues to pass all self assessment scores. They have 4 workers in training and continue to go to court 4 times a month.

Paralegal

Our paralegal completed 323 orders and 200 Certificates of Service for Child Support Court. She also reviewed 51 orders and 87 Certificates of Service the attorney completed.

Agenda Item #10: SHERIFF'S DEPARTMENT - DEPARTMENTAL UPDATE:

The Honorable Lewis L. Hatcher, Columbus County Sheriff, delivered the following departmental update to the Board.

(05-20-2013-05-19-2014)

<u>CATEGORY</u>	<u>STATISTICS</u>	
Incidents/Investigations	2,969 Reports	4,286 Offenses
Arrests	1,764	2,979 Charges
Civil Papers	7,020	4,669 Served
Traffic Team Citations	1,665	
DWI Team	500	
Seatbelt Team	485	
Emergency Services Calls	20,832 Responded to	
Concealed Handgun Permits	383 New and 259 Renewal	

Agenda Item #11: FINANCE - APPROVAL OF PURCHASE ORDER:

Bobbie Faircloth, Finance Director, requested Board approval of Purchase Order Number 20150001, in the amount of forty-one thousand, two hundred fifty-seven an 00/100 (\$41,257.00) dollars for the influenza vaccines.

Commissioner McDowell made a motion to approve Purchase Order Number 20150001, in the amount of forty-one thousand, two hundred fifty-seven an 00/100 (\$41,257.00) dollars for the influenza vaccines, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #12: ORDINANCE - SEWER USE ORDINANCE:

Danny Fowler, Public Utilities Director, requested the Board to rescind and replace the Sewer Use Ordinance. **(This will be the first reading.)**

Due to the length of the Sewer Use Ordinance, only the one (1) correction will be listed in these minutes. The contents of the entire Sewer Use Ordinance will be listed in the minutes of the second reading, upon approval.

Page 25: 8.2 Civil Penalties - Verbiage in existing Sewer Use Ordinance-

- (cc) Appeals of civil penalties assessed in accordance with this section shall be as provided in section **4.2(h)**.

Page 25: 8.2 Civil Penalties - Verbiage in new Sewer Use Ordinance-

- (cc) Appeals of civil penalties assessed in accordance with this section shall be as provided in section **10**.

Commissioner Bullard made a motion to rescind and replace the Sewer Use Ordinance, on the first reading, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #13: RESOLUTION - RESOLUTION REQUESTING COLUMBUS COUNTY be INCLUDED in N.C.G.S. § 14-111.3 REGARDING MAKING UNNEEDED AMBULANCE REQUEST:

Representative Ken Waddell asked if Columbus County would like to be added to the

following Resolution Requesting Columbus County be Included in N.C.G.S. 14-111.3 Regarding Making Unneeded Ambulance Request.

**RESOLUTION
REQUESTING COLUMBUS COUNTY BE INCLUDED
IN N.C.G.S. 14-111.3 REGARDING MAKING UNNEEDED AMBULANCE REQUEST**

WHEREAS, N.C.G.S 14-111.3 authorizes the Board of Commissioners of specifically identified counties to adopt a resolution whereby it shall be unlawful for any person or persons to willfully obtain or attempt to obtain ambulance service that is not needed or to make a false request or report that an ambulance is needed. Every person convicted of violating this section shall be guilty of a Class 3 misdemeanor; **and**

WHEREAS, on N.C.G.S 14-111.3 was enacted by the North Carolina General Assembly authorizing specifically identified counties within North Carolina to approve a resolution exercising the powers provided in N.C.G.S 14-111-3; **and**

WHEREAS, it is in the best interest of the citizens of Columbus County that every person convicted of violating this section shall be guilty of a Class 3 misdemeanor.

NOW, THEREFORE, BE IT RESOLVED, that the Columbus County Board of Commissioners is requesting that Columbus County be included in N.C.G.S. 14-111.3 to adopt a resolution whereby it shall be unlawful for any person or persons to willfully obtain or attempt to obtain ambulance service that is not needed or to make a false request or report that an ambulance is needed. Every person convicted of violating this section shall be guilty of a Class 3 misdemeanor; **and**

BE IT FURTHER RESOLVED that a copy of this resolution be mailed to the members of the Columbus County delegation in the North Carolina General Assembly.

APPROVED and ADOPTED this 19th day of May, 2014.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **P. EDWIN RUSS, Chairman**

ATTESTED BY:

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

Commissioner Bullard made a motion to approve and adopt the Resolution Requesting Columbus County be Included in N.C.G.S. 14-111.3 Regarding Making Unneeded Ambulance Request, seconded by Commissioner Byrd. The motion unanimously passed.

Agenda Item #14: **RESOLUTION - RESOLUTION REQUESTING COLUMBUS COUNTY be INCLUDED in N.C.G.S. § 161-31 REGARDING TAX CERTIFICATION:**

Representative Ken Waddell asked if Columbus County would like to be added to the following Resolution Requesting Columbus County be Included in N.C.G.S. 161-31 Regarding Tax Certification.

**RESOLUTION
REQUESTING COLUMBUS COUNTY BE INCLUDED
IN N.C.G.S. 161-31 REGARDING TAX CERTIFICATION**

WHEREAS, N.C.G.S 161-31 authorizes the Board of Commissioners of specifically identified counties to adopt a resolution requiring the Register of Deeds of that county not to accept any deed transferring real property for registration unless (1) the tax collector for that county has certified that no delinquent ad valorem taxes, or other taxes which the collector is charged with collecting, are a lien on the property described in the deed, or (2) the deed contains a statement from a licensed North Carolina Attorney confirming that such delinquent taxes, if any, shall be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds; **and**

WHEREAS, on July 16, 2007, HB 464 was enacted by the North Carolina General Assembly authorizing specifically identified counties within North Carolina approve a resolution exercising the powers provided in N.C.G.S 161-31; **and**

WHEREAS, it is in the best interest of the citizens of Columbus County that delinquent

taxes are collected on real property prior to the transfer of ownership of such real property.

NOW, THEREFORE, BE IT RESOLVED, that the Columbus County Board of Commissioners requests that Columbus County be included in N.C.G.S. 161-31 to require tax certification by the tax collector that no delinquent ad valorem county taxes, ad valorem municipal taxes, or other taxes with which the collector is charged are a lien on the property described in the deed; **and**

BE IT FURTHER RESOLVED that a copy of this resolution be mailed to the members of the Columbus County delegation in the NC General Assembly.

APPROVED and ADOPTED this 19th day of May, 2014.

COLUMBUS COUNTY BOARD OF COMMISSIONERS

/s/ **P. EDWIN RUSS, Chairman**

ATTESTED BY:

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

Commissioner McDowell made a motion to approve and adopt the Resolution Requesting Columbus County be Included in N.C.G.S. 161-31 Regarding Tax Certification, seconded by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #15: VOTING DELEGATE - 2014 NACO ANNUAL CONFERENCE:

William S. Clark, County Manager, requested the Board to appoint a voting delegate for the 2014 NACo Annual Conference to be held in New Orleans, Louisiana.

Commissioner Prevatte made a motion to appoint Chairman P. Edwin Russ as the voting delegate for the 2014 NACo Annual Conference to be held in New Orleans, Louisiana, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #16: APPOINTMENTS / RE-APPOINTMENTS / REPLACEMENTS:

June B. Hall, Clerk to the Board, requested the following replacement be made.

COMMITTEE	DISTRICT/ EB	PERSON(S)	EXPIR DATE	BOARD ACTION
Industrial Facilities Pollution Control Financing Authority	EB	J. Lionel Todd (Resigned)	06-30- 2018	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 7:21 P.M., Commissioner McKenzie made a motion to recess Regular Session and enter into a **combination meeting** of Water and Sewer Districts I, II, III, IV and V Board Meeting, seconded by Commissioner Bullard. The motion unanimously passed.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

May 05, 2014 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting

This information will be recorded in Minute Book Number 1 for each Water District respectively.

Agenda Item #18: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of ADJUSTMENTS to the APRIL, 2014 MONTHLY WATER BILLS:

Danny Fowler, Public Utilities Director, requested Board approval of the adjustments to the

April 2014 monthly water bills.

This information will be recorded in Minute Book Number 1 for each Water District respectively.

Agenda Item #19: WATER and SEWER - BY-LAWS COLUMBUS COUNTY WATER and SEWER ADVISORY COMMISSION:

Danny Fowler, Public Utilities Director, requested Board approval to rescind and replace the By-Laws for the Columbus County Water and Sewer Advisory Commission. **(This will be the first reading.)**

This information will be recorded in Minute Book Number 1 for each Water District respectively.

Agenda Item #20: COLUMBUS COUNTY WATER and SEWER DISTRICT II - INTERCONNECT PROJECT CHANGE ORDER NUMBER 2:

Danny Fowler, Public Utilities Director, requested Board approval of Change Order Number 2 for the Dogwood Estates Waterline Extensions.

This information will be recorded in Minute Book Number 1 for Columbus County Water and Sewer District II.

Agenda Item #21: COLUMBUS COUNTY WATER and SEWER DISTRICT IV - HALLSBORO PROJECT:

Danny Fowler, Public Utilities Director, requested Board approval of the final plans and specs for the Hallsboro Project.

This information will be recorded in Minute Book Number 1 for Columbus County Water and Sewer District IV.

Agenda Item #22: COLUMBUS COUNTY WATER and SEWER DISTRICT V - CHANGE ORDER NUMBER 3 for GORE LAKE ROAD:

Danny Fowler, Public Utilities Director, requested Board approval for William S. Clark, County Manager, to execute Change Order Number 3 for the Gore Lake Road in Columbus County Water and Sewer District III.

This information will be recorded in Minute Book Number 1 for Columbus County Water and Sewer District V.

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

At 7:25 P.M., Commissioner McKenzie 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 Vice Chairman Burroughs. The motion unanimously passed.

Agenda Item #23: CONSENT AGENDA ITEMS:

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

A. Budget Amendments:

TYPE	ACCOUNT	DETAILS	AMOUNT
Expenditures	10-5161-523900	Family Planning Drugs and Medical	2,678
Revenues	10-3510-430031	Family Planning Grant	2,678
Expenditures	10-4950-549909	Special Program Reimbursement	3,100

Revenues	10-3495-489000	Miscellaneous	3,100
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B. Tax Refunds and Releases:

<i>Property Value</i>			Amount:	\$61.95
Floyd, Preston & Patsy	PROPERTY: 17656		Total:	\$690.10
Value: \$6,900.00	Year: 04-09	Account: 10-05600	Bill#:	99999
Release value of lot. Sold at tax sale for less than due. Release Columbus Rescue(3.05) Release late list (3.10)				
<i>Property Value</i>			Amount:	\$27.91
Greene, Mickey Van (Sr) & Audrey	PROPERTY: 00000		Total:	\$31.45
Value: \$1,622.00	Year: 11-12	Account: 06-02110	Bill#:	99999
Release value of boat. Sold for salvage. Release Columbus Rescue(..68) release Late List(2.86)				
<i>Property Value</i>			Amount:	\$670.24
Home Race Food Mart #2	PROPERTY: 00000		Total:	\$755.58
Value: \$103,260.00	Year: 2013	Account: 01-04514	Bill#:	27794
Release value of business equipment. Wrong equipment listed. Release Whiteville Rescue(16.65) release late list(68.69)				
<i>Property Value</i>			Amount:	\$12.51
Hood Holdings, LLC	PROPERTY: 60599		Total:	\$12.51
Value: \$0.00	Year: 2013	Account: 01-05984	Bill#:	99999
Release advertising fee.				
<i>Property Value</i>			Amount:	\$39.77
Patrick, Misty	PROPERTY: 00000		Total:	\$269.36
Value: \$4,940.00	Year: 2013	Account: 15-01567	Bill#:	99999
Release value of mobile home and release user fee. DBL Act#15-00469. Release Acme Delco(5.93) release Columbus Rescue(.99) release late list(4.67)				
<i>Refunds</i>			Amount:	\$0.00
Barnhill, Teddy Leon & Drena W.	PROPERTY: 21055/22580		Total:	\$436.00
Value: \$0.00	Year: 2013	Account: 12-04608	Bill#:	99999
Refund user fees. No cans. Can picked up 1/2013.				
<i>User Fee</i>			Amount:	\$0.00
Best, Lauren E (Rev)	PROPERTY: 388		Total:	\$1,090.00
Value: \$0.00	Year: 2013	Account: 01-05580	Bill#:	10169
Release user fees. 5 M/H Vacant Cans picked up 4/18/11				
<i>User Fee</i>			Amount:	\$0.00
Britt, Mary Catherine	PROPERTY: 29905		Total:	\$436.00
Value: \$0.00	Year: 12-13	Account: 16-01505	Bill#:	99999
Release user fees. Can picked up 1-2012 Dwelling vacant.				
<i>User Fee</i>			Amount:	\$0.00
Ferriola, Michael J.	PROPERTY: 18907		Total:	\$436.00
Value: \$0.00	Year: 12-13	Account: 11-01304	Bill#:	99999
Release user fees. Can picked up.				
<i>User Fee</i>			Amount:	\$0.00
Freeman, Janice	PROPERTY: 00000		Total:	\$127.19
Value: \$0.00	Year: 2013	Account: 01-06983	Bill#:	21489
Release user fee. Can picked up 5/23/13 Vacant.				
<i>User Fee</i>			Amount:	\$0.00
Memory, Robert Thurston	PROPERTY: 3554		Total:	\$131.00
Value: \$0.00	Year: 2013	Account: 01-61180	Bill#:	36027
Release user fee. Dwelling vacant.				
<i>User Fee</i>			Amount:	\$0.00
Murphy, Frederick A.	PROPERTY: 19725		Total:	\$218.00
Value: \$0.00	Year: 2013	Account: 11-01707	Bill#:	37362
Release user fee. Dwelling vacant.				
<i>User Fee</i>			Amount:	\$0.00
Scholl, Michael Gerd (Jr.)	PROPERTY: 82197		Total:	\$218.00
Value: \$0.00	Year: 2013	Account: 13-03251	Bill#:	43711
Release user fee. Vacant.				

<i>User Fee</i>		Amount:	\$0.00
Shelley, C W & Margaret (Heirs)	PROPERTY: 82388	Total:	\$218.00
Value: \$0.00 Year: 2013	Account: 10-15251	Bill#:	44526
Release user fee. Dwelling vacant.			
<i>User Fee</i>		Amount:	\$0.00
Williams, Gregory	PROPERTY: 00000	Total:	\$436.00
Value: \$0.00 Year: 12/13	Account: 12-29188	Bill#:	99999
Release user fee. Used for storage. No can.			

Agenda Item #24: COMMENTS:

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

A. Department Managers:

1. **Gary Lanier, Planning Director:** stated the following:
 - a. The Planning Board approved the draft Columbus County Land Use Regulation Ordinance, Thursday night, May 15, 2015;
 - b. We will be coming to the Board at the next meeting asking for a public hearing to be established; **and**
 - c. I am providing you a copy for your review.
2. **Sheriff Lewis Hatcher:** stated in my departmental update, I forget to include that the Sheriff's Department made 484 transports to mental facilities and back (Winston Salem, Hickory, Goldboro, and South Carolina).

B. Board of Commissioners:

1. **Commissioner McDowell:** stated the following:
 - a. The lottery funds for education is the number one goal on many levels of government;
 - b. I would like to receive attendance rosters from the committees/ boards/ commissions that we make appointments to, so we will be able to know if our appointments are attending the meetings; **and**
 - c. Thank you for the Gore Lake Road Project.
2. **Commissioner Bullard:** Mr. Fowler, did you have the chance to look at Bud Stevens Road?
Danny Fowler replied stating I did, and I think we may be able to pick up five (5) or six (6) houses.
3. **Commissioner McKenzie:** Danny, on the fire hydrant situation, I would like for us to look at that on June 03, 2014, at 8:30 A.M.
4. **Commissioner Prevatte:** Danny, have you had the chance to look at the area on Slippery Log Road we were talking about?
Danny Fowler replied stated I have and I did not find but three (3) houses but I will look at it again.
5. **Commissioner Byrd:** stated the following:
 - a. After sending the letter to the Department of Transportation about the drainage problems on the roadways throughout the County, I met with Drew Cox and spent about a half day with him traveling throughout the eastern end of the County;
 - b. He told me about what the State can do and what they can't do;
 - c. We discussed the intersection in the Farmers Union Area that we have been working on for a long time;
 - d. If any of you have any real problems, I recommend that you contact Drew and go and look at it; **and**
 - e. I urge each one of you to do this.
6. **Chairman Russ:** The Lake Waccamaw Fire Department has come a long way and is looking good.

845

Agenda Item #25: ADJOURNMENT:

At 7:37 P.M., Commissioner Byrd made a motion to adjourn, seconded by Commissioner Prevatte. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

P. EDWIN RUSS, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, May 19, 2014

7:21 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:

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

APPOINTEES PRESENT:

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

MEETING CALLED TO ORDER:

At 7:21 P.M., Chairman P. Edwin Russ called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

May 05, 2014 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting

Commissioner Bullard made a motion to approve the May 05, 2014 Columbus County Water and Sewer District I Board Meeting Minutes, as recorded, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #18: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of ADJUSTMENT to the APRIL, 2014 MONTHLY WATER BILL:

Danny Fowler, Public Utilities Director, requested Board approval of the following adjustment to the April 2014 monthly water bill for Columbus County Water and Sewer District I.

DISTRICT I ADJUSTMENT for the MONTH of APRIL, 2014

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
4/7/2014	120200.00.98	Lilly Flowers	(\$89)	Leak Adjustment

Commissioner Bullard made a motion to approve the adjustment to the April, 2014 monthly water bill for Columbus County Water and Sewer District I, seconded by McDowell. The motion

unanimously passed.

Agenda Item #19: WATER and SEWER - BY-LAWS COLUMBUS COUNTY WATER and SEWER ADVISORY COMMISSION:

Danny Fowler, Public Utilities Director, requested Board approval to rescind and replace the following By-Laws for the Columbus County Water and Sewer Advisory Commission. **(This will be the first reading.)**

**By-Laws
Columbus County Water & Sewer Advisory Commission**

Article I: Name of Organization

The Columbus County Water and Sewer Advisory Commission (hereinafter called WSAC) is hereby organized and all resolutions not consistent with the provisions herein are declared null and void.

Article II: Duties of the WSAC

1. Conduct studies of future water and sewer needs of Columbus County.
2. Make recommendations on the future water and sewer programs of Columbus County.
3. Conduct an annual review of long range planning for water and sewer programs based upon the needs identified.
4. Keep the Columbus County Board of Commissioners informed about water and sewer plans and programs.
5. Through the Board of Commissioners, seek available State and Federal grants to expand or improve Columbus County's water and sewer programs.
6. Work with the Columbus County Planning Board to insure that federal, state, and local environmental and land use standards are obeyed and maintained.
7. Work with the Columbus County Economic Development Commission and other organizations to encourage economic development.
8. Promote public safety and welfare in Columbus County.
9. Promote usage of Columbus County's water and sewer systems.
10. Review and make recommendations on amending the Columbus County Water Ordinance and other regulations governing maintenance, equipment, and operation of Columbus County's water and sewer systems.
11. Review and make determinations on customer appeals and complaints pertaining to water bills and other matters of routine operation of the utility.

Article III: Membership

1. The WSAC shall consist of seven (7) members.
2. The Columbus County Board of Commissioners shall appoint one member from each Commissioner's district to serve on the WSAC. Members shall be permanent residents of Columbus County.
3. The effective date for service on the WSAC shall be March 17, 2014. Terms expire on the two year anniversary of adoption of these By-laws.
4. The term of office for appointments under these By-laws shall be for a two year period.
5. Members may be reappointed to serve full terms, provided that such reappointment will not cause total service to exceed eight (8) consecutive years.
6. A member of the WSAC may be removed for the following reasons:
 - A. Absence for three (3) consecutive meetings.
 - B. Upon receipt, by the Board of Commissioners, of a letter of resignation from the member.

Article IV: Officers and Their Duties

1. The offices of Chairperson and Vice-Chairperson shall be elected for a one (1) year term. This election shall take place during the regular monthly meeting in December of each year.
2. The Chairperson shall preside over all meetings and shall decide all matters of order and procedure subject to these By-laws, unless otherwise directed by a majority of the WSAC present at a meeting. The Chairperson shall appoint all committees and shall be in charge of the Executive Committee.
3. The Vice-Chairperson shall serve as acting Chairperson in the absence of the chairperson and shall have the same powers and duties as the Chairperson when presiding.
4. The WSAC shall appoint the Recording Secretary who may or may not be a WSAC member. The Recording Secretary shall keep the minutes of all WSAC proceedings; keep records of attendance, resolutions and votes; and notify the membership, news media, and the public of the meetings of the WSAC.

Article V: Voting

1. Four (4) members of the WSAC shall constitute a quorum.
2. Official business shall not be conducted unless a quorum is present.
3. A minimum of a simple majority of the quorum voting in the affirmative shall be necessary to pass a motion.

617

4. All WSAC members are voting members.

Article VI: Meetings

1. The WSAC shall hold at least one quarterly meeting at a place and time it designates.
2. The Chairperson, a simple majority of members in a session, the County Manager, or the Board of County Commissioners may call for a special meeting.
3. Notice of all meetings shall be mailed to each WSAC member so that he (she) receives said notice not less than two (2) days before the meeting. Notice of all meetings shall state in brief the purpose thereof. Meetings may be cancelled by like notice.

Article VII: Parliamentary Procedure

Meetings of the Columbus County WSAC shall be conducted according to the latest edition of Roberts' Manual of Parliamentary Rules.

Article VIII: Executive Committee

1. An Executive Committee may be formed consisting of the Chairperson, Vice-Chairperson and one (1) member of the WSAC.
2. Duties of the Executive Committee shall be to perform duties the WSAC may entrust to it. Minutes of the Executive Committee meetings shall be recorded and copies distributed to WSAC members and to the Columbus County Board of Commissioners.

Article IX: Compensation of Members

The members of the WSAC shall serve without compensation unless otherwise provided for by the Board of County Commissioners. However, from time to time, members may be reimbursed for such expenses they may incur in connection with their duties.

Article X: County Staff Support

The Public Utilities Director, unless otherwise determined by the Board of County Commissioners shall serve as staff support to the WSAC. Other assistance may also be needed and shall be appointed by the County Manager or the Board of County Commissioners.

Article XI: Amendments

1. An affirmative vote of four (4) members shall be required before the WSAC can recommend amendments to its By-laws.
2. All proposed amendments shall be brought before the WSAC at least one meeting prior to the meeting in which the vote was taken.
3. All amendments are subject to the approval of the Board of County Commissioners.

Article XII: Effective Date

These By-laws shall become effective on the date of approval, the 12th day of May, 2014.

Columbus County Board of Commissioners

Edwin Russ, Chairman of the Board

Attest:

June B. Hall, Clerk to the Board

Commissioner Byrd made a motion to rescind and replace the By-Laws for the Columbus County Water and Sewer Advisory Commission, on its first reading, seconded by Commissioner Prevatte. The motion unanimously passed.

ADJOURNMENT:

At 7:25 P.M., Commissioner McKenzie made a motion to adjourn, seconded by Vice Chairman Burroughs . The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

P. EDWIN RUSS, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, May 19, 2014

7:21 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:

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

APPOINTEES PRESENT:

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

MEETING CALLED TO ORDER:

At 7:21 P.M., Chairman P. Edwin Russ called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

May 05, 2014 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting

Commissioner Bullard made a motion to approve the May 05, 2014 Columbus County Water and Sewer District II Board Meeting Minutes, as recorded, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #18: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of ADJUSTMENT to the APRIL, 2014 MONTHLY WATER BILL:

Danny Fowler, Public Utilities Director, requested Board approval of the following adjustment to the April 2014 monthly water bill for Columbus County Water and Sewer District II.

DISTRICT II ADJUSTMENT for the MONTH of APRIL, 2014

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
4/7/2014	143280.00.98	Camilla Shaw	(\$60)	Leak Adjustment

Commissioner Bullard made a motion to approve the adjustment to the April, 2014 monthly water bill for Columbus County Water and Sewer District II, seconded by McDowell. The motion

unanimously passed.

Agenda Item #19: WATER and SEWER - BY-LAWS COLUMBUS COUNTY WATER and SEWER ADVISORY COMMISSION:

Danny Fowler, Public Utilities Director, requested Board approval to rescind and replace the following By-Laws for the Columbus County Water and Sewer Advisory Commission. **(This will be the first reading.)**

**By-Laws
Columbus County Water & Sewer Advisory Commission**

Article I: Name of Organization

The Columbus County Water and Sewer Advisory Commission (hereinafter called WSAC) is hereby organized and all resolutions not consistent with the provisions herein are declared null and void.

Article II: Duties of the WSAC

1. Conduct studies of future water and sewer needs of Columbus County.
2. Make recommendations on the future water and sewer programs of Columbus County.
3. Conduct an annual review of long range planning for water and sewer programs based upon the needs identified.
4. Keep the Columbus County Board of Commissioners informed about water and sewer plans and programs.
5. Through the Board of Commissioners, seek available State and Federal grants to expand or improve Columbus County's water and sewer programs.
6. Work with the Columbus County Planning Board to insure that federal, state, and local environmental and land use standards are obeyed and maintained.
7. Work with the Columbus County Economic Development Commission and other organizations to encourage economic development.
8. Promote public safety and welfare in Columbus County.
9. Promote usage of Columbus County's water and sewer systems.
10. Review and make recommendations on amending the Columbus County Water Ordinance and other regulations governing maintenance, equipment, and operation of Columbus County's water and sewer systems.
11. Review and make determinations on customer appeals and complaints pertaining to water bills and other matters of routine operation of the utility.

Article III: Membership

1. The WSAC shall consist of seven (7) members.
2. The Columbus County Board of Commissioners shall appoint one member from each Commissioner's district to serve on the WSAC. Members shall be permanent residents of Columbus County.
3. The effective date for service on the WSAC shall be March 17, 2014. Terms expire on the two year anniversary of adoption of these By-laws.
4. The term of office for appointments under these By-laws shall be for a two year period.
5. Members may be reappointed to serve full terms, provided that such reappointment will not cause total service to exceed eight (8) consecutive years.
6. A member of the WSAC may be removed for the following reasons:
 - A. Absence for three (3) consecutive meetings.
 - B. Upon receipt, by the Board of Commissioners, of a letter of resignation from the member.

Article IV: Officers and Their Duties

1. The offices of Chairperson and Vice-Chairperson shall be elected for a one (1) year term. This election shall take place during the regular monthly meeting in December of each year.
2. The Chairperson shall preside over all meetings and shall decide all matters of order and procedure subject to these By-laws, unless otherwise directed by a majority of the WSAC present at a meeting. The Chairperson shall appoint all committees and shall be in charge of the Executive Committee.
3. The Vice-Chairperson shall serve as acting Chairperson in the absence of the chairperson and shall have the same powers and duties as the Chairperson when presiding.
4. The WSAC shall appoint the Recording Secretary who may or may not be a WSAC member. The Recording Secretary shall keep the minutes of all WSAC proceedings; keep records of attendance, resolutions and votes; and notify the membership, news media, and the public of the meetings of the WSAC.

Article V: Voting

1. Four (4) members of the WSAC shall constitute a quorum.
2. Official business shall not be conducted unless a quorum is present.
3. A minimum of a simple majority of the quorum voting in the affirmative shall be necessary to pass a motion.

620

4. All WSAC members are voting members.

Article VI: Meetings

1. The WSAC shall hold at least one quarterly meeting at a place and time it designates.
2. The Chairperson, a simple majority of members in a session, the County Manager, or the Board of County Commissioners may call for a special meeting.
3. Notice of all meetings shall be mailed to each WSAC member so that he (she) receives said notice not less than two (2) days before the meeting. Notice of all meetings shall state in brief the purpose thereof. Meetings may be cancelled by like notice.

Article VII: Parliamentary Procedure

Meetings of the Columbus County WSAC shall be conducted according to the latest edition of Roberts' Manual of Parliamentary Rules.

Article VIII: Executive Committee

1. An Executive Committee may be formed consisting of the Chairperson, Vice-Chairperson and one (1) member of the WSAC.
2. Duties of the Executive Committee shall be to perform duties the WSAC may entrust to it. Minutes of the Executive Committee meetings shall be recorded and copies distributed to WSAC members and to the Columbus County Board of Commissioners.

Article IX: Compensation of Members

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Article X: County Staff Support

The Public Utilities Director, unless otherwise determined by the Board of County Commissioners shall serve as staff support to the WSAC. Other assistance may also be needed and shall be appointed by the County Manager or the Board of County Commissioners.

Article XI: Amendments

1. An affirmative vote of four (4) members shall be required before the WSAC can recommend amendments to its By-laws.
2. All proposed amendments shall be brought before the WSAC at least one meeting prior to the meeting in which the vote was taken.
3. All amendments are subject to the approval of the Board of County Commissioners.

Article XII: Effective Date

These By-laws shall become effective on the date of approval, the 12th day of May, 2014.

Columbus County Board of Commissioners

Edwin Russ, Chairman of the Board

Attest:

June B. Hall, Clerk to the Board

Commissioner Byrd made a motion to rescind and replace the By-Laws for the Columbus County Water and Sewer Advisory Commission, on its first reading, seconded by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #20: COLUMBUS COUNTY WATER and SEWER DISTRICT II - INTERCONNECT PROJECT CHANGE ORDER NUMBER 2:

Danny Fowler, Public Utilities Director, requested Board approval of Change Order Number 2 for the Interconnect Project, for the Dogwood Estates Waterline Extensions.

Commissioner McKenzie made a motion to approve Change Order Number 2 for the Interconnect Project, for the Dogwood Estates Waterline Extensions, an increase of forty-two thousand, one hundred seventy-eight, and 90/100 (\$42,178.90) dollars, seconded by Commissioner Bullard. The motion unanimously passed.

ADJOURNMENT:

At 7:25 P.M., Commissioner McKenzie made a motion to adjourn, seconded By Vice Chairman Burroughs. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

P. EDWIN RUSS, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

**Monday, May 19, 2014
7:21 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:

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

APPOINTEES PRESENT:

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

MEETING CALLED TO ORDER:

At 7:21 P.M., Chairman P. Edwin Russ called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

May 05, 2014 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting

Commissioner Bullard made a motion to approve the May 05, 2014 Columbus County Water and Sewer District III Board Meeting Minutes, as recorded, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #18: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of ADJUSTMENT to the APRIL, 2014 MONTHLY WATER BILL:

Danny Fowler, Public Utilities Director, requested Board approval of the following adjustment to the April 2014 monthly water bill for Columbus County Water and Sewer District III.

DISTRICT III ADJUSTMENT for the MONTH of APRIL, 2014

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
4/24/2014	330060.00.98	Sue Jette Brown	(\$630)	Leak Adjustment

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Commissioner Bullard made a motion to approve the adjustment to the April, 2014 monthly water bill for Columbus County Water and Sewer District III, seconded by McDowell. The motion unanimously passed.

Agenda Item #19: WATER and SEWER - BY-LAWS COLUMBUS COUNTY WATER and SEWER ADVISORY COMMISSION:

Danny Fowler, Public Utilities Director, requested Board approval to rescind and replace the following By-Laws for the Columbus County Water and Sewer Advisory Commission. **(This will be the first reading.)**

**By-Laws
Columbus County Water & Sewer Advisory Commission**

Article I: Name of Organization

The Columbus County Water and Sewer Advisory Commission (hereinafter called WSAC) is hereby organized and all resolutions not consistent with the provisions herein are declared null and void.

Article II: Duties of the WSAC

1. Conduct studies of future water and sewer needs of Columbus County.
2. Make recommendations on the future water and sewer programs of Columbus County.
3. Conduct an annual review of long range planning for water and sewer programs based upon the needs identified.
4. Keep the Columbus County Board of Commissioners informed about water and sewer plans and programs.
5. Through the Board of Commissioners, seek available State and Federal grants to expand or improve Columbus County's water and sewer programs.
6. Work with the Columbus County Planning Board to insure that federal, state, and local environmental and land use standards are obeyed and maintained.
7. Work with the Columbus County Economic Development Commission and other organizations to encourage economic development.
8. Promote public safety and welfare in Columbus County.
9. Promote usage of Columbus County's water and sewer systems.
10. Review and make recommendations on amending the Columbus County Water Ordinance and other regulations governing maintenance, equipment, and operation of Columbus County's water and sewer systems.
11. Review and make determinations on customer appeals and complaints pertaining to water bills and other matters of routine operation of the utility.

Article III: Membership

1. The WSAC shall consist of seven (7) members.
2. The Columbus County Board of Commissioners shall appoint one member from each Commissioner's district to serve on the WSAC. Members shall be permanent residents of Columbus County.
3. The effective date for service on the WSAC shall be March 17, 2014. Terms expire on the two year anniversary of adoption of these By-laws.
4. The term of office for appointments under these By-laws shall be for a two year period.
5. Members may be reappointed to serve full terms, provided that such reappointment will not cause total service to exceed eight (8) consecutive years.
6. A member of the WSAC may be removed for the following reasons:
 - A. Absence for three (3) consecutive meetings.
 - B. Upon receipt, by the Board of Commissioners, of a letter of resignation from the member.

Article IV: Officers and Their Duties

1. The offices of Chairperson and Vice-Chairperson shall be elected for a one (1) year term. This election shall take place during the regular monthly meeting in December of each year.
2. The Chairperson shall preside over all meetings and shall decide all matters of order and procedure subject to these By-laws, unless otherwise directed by a majority of the WSAC present at a meeting. The Chairperson shall appoint all committees and shall be in charge of the Executive Committee.
3. The Vice-Chairperson shall serve as acting Chairperson in the absence of the chairperson and shall have the same powers and duties as the Chairperson when presiding.
4. The WSAC shall appoint the Recording Secretary who may or may not be a WSAC member. The Recording Secretary shall keep the minutes of all WSAC proceedings; keep records of attendance, resolutions and votes; and notify the membership, news media, and the public of the meetings of the WSAC.

Article V: Voting

1. Four (4) members of the WSAC shall constitute a quorum.
2. Official business shall not be conducted unless a quorum is present.
3. A minimum of a simple majority of the quorum voting in the affirmative shall be necessary

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to pass a motion.

4. All WSAC members are voting members.

Article VI: Meetings

1. The WSAC shall hold at least one quarterly meeting at a place and time it designates.
2. The Chairperson, a simple majority of members in a session, the County Manager, or the Board of County Commissioners may call for a special meeting.
3. Notice of all meetings shall be mailed to each WSAC member so that he (she) receives said notice not less than two (2) days before the meeting. Notice of all meetings shall state in brief the purpose thereof. Meetings may be cancelled by like notice.

Article VII: Parliamentary Procedure

Meetings of the Columbus County WSAC shall be conducted according to the latest edition of Roberts' Manual of Parliamentary Rules.

Article VIII: Executive Committee

1. An Executive Committee may be formed consisting of the Chairperson, Vice-Chairperson and one (1) member of the WSAC.
2. Duties of the Executive Committee shall be to perform duties the WSAC may entrust to it. Minutes of the Executive Committee meetings shall be recorded and copies distributed to WSAC members and to the Columbus County Board of Commissioners.

Article IX: Compensation of Members

The members of the WSAC shall serve without compensation unless otherwise provided for by the Board of County Commissioners. However, from time to time, members may be reimbursed for such expenses they may incur in connection with their duties.

Article X: County Staff Support

The Public Utilities Director, unless otherwise determined by the Board of County Commissioners shall serve as staff support to the WSAC. Other assistance may also be needed and shall be appointed by the County Manager or the Board of County Commissioners.

Article XI: Amendments

1. An affirmative vote of four (4) members shall be required before the WSAC can recommend amendments to its By-laws.
2. All proposed amendments shall be brought before the WSAC at least one meeting prior to the meeting in which the vote was taken.

3. All amendments are subject to the approval of the Board of County Commissioners.

Article XII: Effective Date

These By-laws shall become effective on the date of approval, the 12th day of May, 2014.

Columbus County Board of Commissioners

Edwin Russ, Chairman of the Board

Attest:

June B. Hall, Clerk to the Board

Commissioner Byrd made a motion to rescind and replace the By-Laws for the Columbus County Water and Sewer Advisory Commission, on its first reading, seconded by Commissioner Prevatte. The motion unanimously passed.

ADJOURNMENT:

At 7:25 P.M., Commissioner McKenzie made a motion to adjourn, seconded By Vice Chairman Burroughs. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

P. EDWIN RUSS, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, May 19, 2014

7:21 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:

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

APPOINTEES PRESENT:

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

MEETING CALLED TO ORDER:

At 7:21 P.M., Chairman P. Edwin Russ called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

May 05, 2014 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting

Commissioner Bullard made a motion to approve the May 05, 2014 Columbus County Water and Sewer District IV Board Meeting Minutes, as recorded, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #19: WATER and SEWER - BY-LAWS COLUMBUS COUNTY WATER and SEWER ADVISORY COMMISSION:

Danny Fowler, Public Utilities Director, requested Board approval to rescind and replace the following By-Laws for the Columbus County Water and Sewer Advisory Commission. **(This will be the first reading.)**

**By-Laws
Columbus County Water & Sewer Advisory Commission**

Article I: Name of Organization

The Columbus County Water and Sewer Advisory Commission (hereinafter called WSAC) is hereby organized and all resolutions not consistent with the provisions herein are declared null and void.

Article II: Duties of the WSAC

1. Conduct studies of future water and sewer needs of Columbus County.
2. Make recommendations on the future water and sewer programs of Columbus County.
3. Conduct an annual review of long range planning for water and sewer programs based upon the needs identified.
4. Keep the Columbus County Board of Commissioners informed about water and sewer plans and programs.
5. Through the Board of Commissioners, seek available State and Federal grants to expand or improve Columbus County's water and sewer programs.
6. Work with the Columbus County Planning Board to insure that federal, state, and local environmental and land use standards are obeyed and maintained.
7. Work with the Columbus County Economic Development Commission and other organizations to encourage economic development.
8. Promote public safety and welfare in Columbus County.
9. Promote usage of Columbus County's water and sewer systems.
10. Review and make recommendations on amending the Columbus County Water Ordinance and other regulations governing maintenance, equipment, and operation of Columbus County's water and sewer systems.
11. Review and make determinations on customer appeals and complaints pertaining to water bills and other matters of routine operation of the utility.

Article III: Membership

1. The WSAC shall consist of seven (7) members.
2. The Columbus County Board of Commissioners shall appoint one member from each Commissioner's district to serve on the WSAC. Members shall be permanent residents of Columbus County.
3. The effective date for service on the WSAC shall be March 17, 2014. Terms expire on the two year anniversary of adoption of these By-laws.
4. The term of office for appointments under these By-laws shall be for a two year period.
5. Members may be reappointed to serve full terms, provided that such reappointment will not cause total service to exceed eight (8) consecutive years.

6. A member of the WSAC may be removed for the following reasons:
 - A. Absence for three (3) consecutive meetings.
 - B. Upon receipt, by the Board of Commissioners, of a letter of resignation from the member.

Article IV: Officers and Their Duties

1. The offices of Chairperson and Vice-Chairperson shall be elected for a one (1) year term. This election shall take place during the regular monthly meeting in December of each year.
2. The Chairperson shall preside over all meetings and shall decide all matters of order and procedure subject to these By-laws, unless otherwise directed by a majority of the WSAC present at a meeting. The Chairperson shall appoint all committees and shall be in charge of the Executive Committee.
3. The Vice-Chairperson shall serve as acting Chairperson in the absence of the chairperson and shall have the same powers and duties as the Chairperson when presiding.
4. The WSAC shall appoint the Recording Secretary who may or may not be a WSAC member. The Recording Secretary shall keep the minutes of all WSAC proceedings; keep records of attendance, resolutions and votes; and notify the membership, news media, and the public of the meetings of the WSAC.

Article V: Voting

1. Four (4) members of the WSAC shall constitute a quorum.
2. Official business shall not be conducted unless a quorum is present.
3. A minimum of a simple majority of the quorum voting in the affirmative shall be necessary to pass a motion.
4. All WSAC members are voting members.

Article VI: Meetings

1. The WSAC shall hold at least one quarterly meeting at a place and time it designates.
2. The Chairperson, a simple majority of members in a session, the County Manager, or the Board of County Commissioners may call for a special meeting.
3. Notice of all meetings shall be mailed to each WSAC member so that he (she) receives said notice not less than two (2) days before the meeting. Notice of all meetings shall state in brief the purpose thereof. Meetings may be cancelled by like notice.

Article VII: Parliamentary Procedure

Meetings of the Columbus County WSAC shall be conducted according to the latest edition of Roberts' Manual of Parliamentary Rules.

Article VIII: Executive Committee

1. An Executive Committee may be formed consisting of the Chairperson, Vice-Chairperson and one (1) member of the WSAC.
2. Duties of the Executive Committee shall be to perform duties the WSAC may entrust to it. Minutes of the Executive Committee meetings shall be recorded and copies distributed to WSAC members and to the Columbus County Board of Commissioners.

Article IX: Compensation of Members

The members of the WSAC shall serve without compensation unless otherwise provided for by the Board of County Commissioners. However, from time to time, members may be reimbursed for such expenses they may incur in connection with their duties.

Article X: County Staff Support

The Public Utilities Director, unless otherwise determined by the Board of County Commissioners shall serve as staff support to the WSAC. Other assistance may also be needed and shall be appointed by the County Manager or the Board of County Commissioners.

Article XI: Amendments

1. An affirmative vote of four (4) members shall be required before the WSAC can recommend amendments to its By-laws.
2. All proposed amendments shall be brought before the WSAC at least one meeting prior to the meeting in which the vote was taken.
3. All amendments are subject to the approval of the Board of County Commissioners.

Article XII: Effective Date

These By-laws shall become effective on the date of approval, the 12th day of May, 2014.

Columbus County Board of Commissioners

Edwin Russ, Chairman of the Board

Attest:

June B. Hall, Clerk to the Board

Commissioner Byrd made a motion to rescind and replace the By-Laws for the Columbus County Water and Sewer Advisory Commission, on its first reading, seconded by Commissioner

Prevatte. The motion unanimously passed.

Agenda Item #21: COLUMBUS COUNTY WATER and SEWER DISTRICT IV - HALLSBORO PROJECT:

Danny Fowler, Public Utilities Director, requested Board approval of the final plans and specs for the Hallsboro Project.

Commissioner Byrd made a motion to approve the final plans and specs for the Hallsboro Project, seconded by Commissioner McDowell. The motion unanimously passed. A copy of the final plans and specs will be kept in the Public Utilities Department, and in the Administration Office for review.

ADJOURNMENT:

At 7:25 P.M., Commissioner McKenzie made a motion to adjourn, seconded By Vice Chairman Burroughs. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

P. EDWIN RUSS, Chairman

**COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V
COMBINATION BOARD MEETING**

Monday, May 19, 2014

7:21 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:

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

APPOINTEES PRESENT:

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

MEETING CALLED TO ORDER:

At 7:21 P.M., Chairman P. Edwin Russ called the **combination meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting to order.

Agenda Item #17: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of BOARD MEETING MINUTES:

May 05, 2014 **Combination Meeting** of Columbus County Water and Sewer Districts I, II, III, IV and V Board Meeting

Commissioner Bullard made a motion to approve the May 05, 2014 Columbus County Water and Sewer District V Board Meeting Minutes, as recorded, seconded by Commissioner McKenzie. The motion unanimously passed.

Agenda Item #18: COLUMBUS COUNTY WATER and SEWER DISTRICTS I, II, III, IV and V - APPROVAL of ADJUSTMENT to the APRIL, 2014 MONTHLY WATER BILL:

Danny Fowler, Public Utilities Director, requested Board approval of the following adjustment to the April 2014 monthly water bill for Columbus County Water and Sewer District V.

DISTRICT V ADJUSTMENT for the MONTH of APRIL, 2014

DATE	ACCT #	ACCT NAME	ADJ AMT	REASON FOR ADJUSTMENT
4/7/2014	701019.00.98	Thomas Small	(\$80)	Leak Adjustment

Commissioner Bullard made a motion to approve the adjustment to the April, 2014 monthly water bill for Columbus County Water and Sewer District V, seconded by McDowell. The motion

unanimously passed.

Agenda Item #19: WATER and SEWER - BY-LAWS COLUMBUS COUNTY WATER and SEWER ADVISORY COMMISSION:

Danny Fowler, Public Utilities Director, requested Board approval to rescind and replace the following By-Laws for the Columbus County Water and Sewer Advisory Commission. **(This will be the first reading.)**

**By-Laws
Columbus County Water & Sewer Advisory Commission**

Article I: Name of Organization

The Columbus County Water and Sewer Advisory Commission (hereinafter called WSAC) is hereby organized and all resolutions not consistent with the provisions herein are declared null and void.

Article II: Duties of the WSAC

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4. Keep the Columbus County Board of Commissioners informed about water and sewer plans and programs.
5. Through the Board of Commissioners, seek available State and Federal grants to expand or improve Columbus County's water and sewer programs.
6. Work with the Columbus County Planning Board to insure that federal, state, and local environmental and land use standards are obeyed and maintained.
7. Work with the Columbus County Economic Development Commission and other organizations to encourage economic development.
8. Promote public safety and welfare in Columbus County.
9. Promote usage of Columbus County's water and sewer systems.
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4. The term of office for appointments under these By-laws shall be for a two year period.
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6. A member of the WSAC may be removed for the following reasons:
 - A. Absence for three (3) consecutive meetings.
 - B. Upon receipt, by the Board of Commissioners, of a letter of resignation from the member.

Article IV: Officers and Their Duties

1. The offices of Chairperson and Vice-Chairperson shall be elected for a one (1) year term. This election shall take place during the regular monthly meeting in December of each year.
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3. The Vice-Chairperson shall serve as acting Chairperson in the absence of the chairperson and shall have the same powers and duties as the Chairperson when presiding.
4. The WSAC shall appoint the Recording Secretary who may or may not be a WSAC member. The Recording Secretary shall keep the minutes of all WSAC proceedings; keep records of attendance, resolutions and votes; and notify the membership, news media, and the public of the meetings of the WSAC.

Article V: Voting

1. Four (4) members of the WSAC shall constitute a quorum.
2. Official business shall not be conducted unless a quorum is present.
3. A minimum of a simple majority of the quorum voting in the affirmative shall be necessary

to pass a motion.

4. All WSAC members are voting members.

Article VI: Meetings

1. The WSAC shall hold at least one quarterly meeting at a place and time it designates.
2. The Chairperson, a simple majority of members in a session, the County Manager, or the Board of County Commissioners may call for a special meeting.
3. Notice of all meetings shall be mailed to each WSAC member so that he (she) receives said notice not less than two (2) days before the meeting. Notice of all meetings shall state in brief the purpose thereof. Meetings may be cancelled by like notice.

Article VII: Parliamentary Procedure

Meetings of the Columbus County WSAC shall be conducted according to the latest edition of Roberts' Manual of Parliamentary Rules.

Article VIII: Executive Committee

1. An Executive Committee may be formed consisting of the Chairperson, Vice-Chairperson and one (1) member of the WSAC.
2. Duties of the Executive Committee shall be to perform duties the WSAC may entrust to it. Minutes of the Executive Committee meetings shall be recorded and copies distributed to WSAC members and to the Columbus County Board of Commissioners.

Article IX: Compensation of Members

The members of the WSAC shall serve without compensation unless otherwise provided for by the Board of County Commissioners. However, from time to time, members may be reimbursed for such expenses they may incur in connection with their duties.

Article X: County Staff Support

The Public Utilities Director, unless otherwise determined by the Board of County Commissioners shall serve as staff support to the WSAC. Other assistance may also be needed and shall be appointed by the County Manager or the Board of County Commissioners.

Article XI: Amendments

1. An affirmative vote of four (4) members shall be required before the WSAC can recommend amendments to its By-laws.
2. All proposed amendments shall be brought before the WSAC at least one meeting prior to the meeting in which the vote was taken.

3. All amendments are subject to the approval of the Board of County Commissioners.

Article XII: Effective Date

These By-laws shall become effective on the date of approval, the 12th day of May, 2014.

Columbus County Board of Commissioners

Edwin Russ, Chairman of the Board

Attest:

June B. Hall, Clerk to the Board

Commissioner Byrd made a motion to rescind and replace the By-Laws for the Columbus County Water and Sewer Advisory Commission, on its first reading, seconded by Commissioner Prevatte. The motion unanimously passed.

Agenda Item #22: COLUMBUS COUNTY WATER and SEWER DISTRICT V - CHANGE ORDER NUMBER 3 for GORE LAKE ROAD:

Danny Fowler, Public Utilities Director, requested Board approval for William S. Clark, County Manager, to execute Change Order Number 3 for the Gore Lake Road in Columbus County Water and Sewer District V.

Commissioner McDowell made a motion to approve William S. Clark, County Manager, to execute Change Order Number 3 for the Interconnect Project for the Gore Lake Road Project, in the amount of an increase of one hundred fourteen thousand, two hundred fourteen and 70/100 (\$114,214.70) dollars, seconded by Commissioner McKenzie. The motion unanimously passed.

ADJOURNMENT:

At 7:25 P.M., Commissioner McKenzie made a motion to adjourn, seconded By Vice Chairman Burroughs. The motion unanimously passed.

APPROVED:

JUNE B. HALL, Clerk to Board

P. EDWIN RUSS, Chairman