

Town of Boonville
October 2, 2018, Regular Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance at the 10/2/18 regular meeting: Mayor Rusty Hunter, Commissioners Devin Carter, Bonnie Lasky, William Paul Baity, and Tony Reece. Also in attendance were Town Administrator Sarah Harris, Finance Officer/Town Clerk Kim Wells, Police Chief Chuck Evitt and Public Works Director Jeff Jones.

- I. Call to Order and Welcome:** Mayor Hunter called the 10/2/18 meeting to order at 7:00 p.m.
- II. Conflict of Interest Issues and Approval of Agenda:** Commissioner Baity motioned to approve the agenda. Commissioner Reece seconded, and the motion passed unanimously.
- III. Adoption of minutes: 9/4 recess, 9/4 public hearing, 9/4 regular session:** Commissioner Carter motioned to adopt the 9/4 recess, 9/4 public hearing, and 9/4 regular session minutes. Commissioner Lasky seconded, and the motion passed unanimously.
- IV. Public Comments:** None was voiced.
- V. Old Town Business:**
 - A. Update on Water and Sewer Projects:** Public Works Director Jones updated the Board members on phase II of the water project and stated that other than getting some paperwork from Municipal Engineering, phase I of the water project was complete. He stated that the data needed for the sewer plant project is taking longer than expected. Commissioner Lasky asked if the new engineer for that project could attend a Town Board meeting. Public Works Director Jones stated that the plan was to have the engineer come to one of the upcoming meetings.
 - B. State of Emergency:** Keith Vestal, Yadkin County Emergency Services, addressed questions the Board members had from the September meeting. Town Administrator Harris reported that she had been advised by the UNC School of Government that the Town of Boonville needed to adopt an ordinance to allow the Mayor, or Mayor Pro-Tem in the Mayor's absence, to declare a State of Emergency. Without the ordinance, she stated the Board members would have to conduct an emergency meeting to declare a state of emergency. Ms. Harris reported that the UNC School of Government provided her with suggested ordinances that the Town could use as an example. Ms. Harris said a declaration would have to include the beginning date of the declaration and the date the declaration would end. Mr. Vestal stated that the Yadkin County would need copies of all declarations for FEMA paperwork. Discussion followed on adopting an ordinance. The Board members decided to hold a public hearing at 6:45p.m. on November 6, 2018.
 - C. Roof Quotes:** Finance Officer/Town Clerk Wells presented a third quote for replacing the roof on Town Hall and the Municipal Building, which was discussed by the Board members. Larry Bonagura volunteered to contact some additional contractors to obtain more reasonable quotes. The topic was tabled.
- VI. New Town Business:**
 - A. Façade Grant Applications extensions:** Town Administrator Harris informed the Board members that Larry Stone and Pat Hutchens has requested 90-day extensions on their BBDDA previously approved Façade Improvement Grant applications. Commissioner Lasky motioned to approve extensions for Larry Stone and Pat Hutchens Art Gallery. Commissioner Baity seconded, and the motion passed unanimously.
 - B. Quote for Engineering Services for the Cardinal Avenue Water Main Project:** Public Works Director Jones informed the Board members of the work to be performed on Cardinal Avenue and asked the Board members to consider approving the West Consultants, Inc., quote for the engineering portion of the project. Commissioner Reece motioned to approve West Consultants, Inc., for the Cardinal Avenue project. Commissioner Lasky seconded, and the motion passed unanimously. It was stated that the Capital Improvement Plan shows the funds to be expensed this year for the Cardinal Avenue line upgrades.
 - C. Quote for Engineering Services for the Holly Street Sewer Project:** Public Works Director Jones reviewed the quote for the Holly Street sewer project. Discussion followed. Commissioner Lasky motioned to approve the engineering quote of \$5,400 by West Consultants, Inc. Commissioner Baity seconded, and the motion passed unanimously.
 - D. Quote for Howard Street Lift Station:** Public Works Director Jones updated the Board members on the Flygt pump at the Howard Street Lift Station. He stated this pump served two

reginal stations: Howard Street and the Jaycees lot. Commissioner Baity motioned to approve the quote for the Howard Street Lift Station for \$5,255 out of M&R equipment, sewer, with balance out of miscellaneous. Commissioner Carter seconded, and the motion passed unanimously.

VII. Reports and announcements:

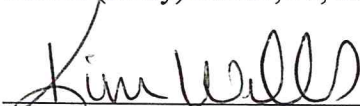
- A. Mayor's report:** Mayor Hunter had no items to report.
 - B. Town Administrator's report:** Town Administrator Harris reported that there was good participation in the Department of Transportation's public meeting regarding NC 67 and US 601 intersection improvements. She informed the Board members that some properties that will be affected by the intersection improvements. Ms. Harris reported that the Boonville Elementary School children will be at Town Hall on 10/12 to decorate pumpkins for the fall display. She then reviewed the Budget vs. Actual for the current year.
 - C. Finance Officer's report:** Finance Officer Wells reported that Charles Scott had conducted his field work and was currently working on the Town's work papers for Canon & Company. She stated that once he is finished, she will be contacted by Canon & Company for their field work. Mrs. Wells informed the Board members that the LGC wants all audits to them by October 31. So far, the only correction that Mr. Scott was going to make on the financials was on the purchase of the vacant building at 103 W. Main. Mrs. Wells stated that Charles Scott's recommendation was to leave it in non-departmental since its purpose is currently unknown and to move it from Economic Development to a Capital Outlay line.
 - D. Public Works Director's report:** Public Works Director Jones reported on a recent State inspection. He stated work had been completed on sidewalks and roads.
 - E. Police Chief's report:** Police Chief Evitt reported on the computer work. He stated that except for Jonesville, surrounding municipalities had signed the Mutual Aid Agreements. He updated the Board members on all in-service training and stated that all should be completed by 11/1. He informed the Board members that he had contacted a service that could help raise funds for the Police Department. He stated the company would go on the Town's behalf to solicit funds for ads to be placed on a Boonville Police Calendar. He stated he was quoted a price of revenue to be at least \$500 with no cost to the Town. Discussion followed on how to mark those funds for the Police Department. Finance Officer/Town Clerk Wells stated that they would do a budget amendment to show the funds coming in and then record that same amount in the line item where Chief Evitt wished to spend the funds from. It was the consensus of the Board members to allow Chief Evitt to pursue the project.
 - F. Departmental Commissioner's Reports:** None were voiced.
 - G. Committee reports as needed:** Debbie Cooper, BBDDA, reported on the upcoming events.
- VIII. Closed Session per NCGS 143-318.11(a)(4,5 &6):** Commissioner Lasky motioned to go into closed session per NCGS 143-318.11(a)(4,5 &6). Commissioner Carter seconded, and the motion passed unanimously at 7:53pm.

Commissioner Baity motioned to hire Jared Marian as a new police officer with a start date of October 10, 2018, at a salary of \$29,500, pending approval from the NC Criminal Justice and Standards Division. Commissioner Carter seconded, and the motion passed unanimously.

- IX. Recess/Adjourn:** Commissioner Carter motioned to recess until 6:45 p.m. on November 6 for a public hearing. Commissioner Reece seconded, and the motioned passed unanimously. The meeting adjourned at 9:05 p.m.



Russell (Rusty) Hunter, IV, Mayor



Kim Wells, Finance Officer/Town Clerk

**Boonville Business and Downtown Development Association
FACADE IMPROVEMENT GRANT APPLICATION**

Applicant's Name LARRY STONE
Phone# 336-782-3684 ☒ Owner ☐ Tenant
Business/Building Name Old Theater
Applicant Address 113 West main St. email _____
Property Owner's Name LARRY STONE Phone # _____
Mailing Address PO Box 644 email _____
Length of Time at this location _____ Length of remaining lease term (if applicable) _____

Description of Project (attach additional pages as needed)

Stucco side of building

Total Estimated Cost of Improvement \$ approx \$3,000.00

Please Check:

- ☐ I have attached project plans, specifications or other appropriate design information. A professional architectural plan is not required.
- ☐ I have attached samples of paint colors to be used on facade improvements or signage.
- ☐ I have attached a photograph(s) of existing condition of the property.
- ☒ I have attached copies of cost estimates for the project (minimum of two (2) estimates required)
- ☐ I have attached written permission from the property owner, if applicable.
- ☐ I understand that grant funds must be used only for the project described in this application. The work must be completed within six (6) months of the date that the grant is awarded. All work must be completed according to local building codes and ordinances and approved, when necessary, by the proper authorities.
- ☐ I also understand that this application will be reviewed before any work is done on the project and that no projects will be funded if work was done before the application was approved.
- ☐ I understand that I am responsible for the maintenance of the facade improvements described here for a period of three (3) years from the date of project completion or until such time as the building is sold.
- ☐ I understand the improvement grant must be used for the project described in this application and that the BBDDA and Boonville Town Board must review and approve the application prior to beginning construction. I understand that failure to comply with the approved application may result in losing my eligibility to receive funds.

- ☐ I acknowledge that the Boonville Business and Downtown Development Association is obligated only to administer the grant procedures and is not liable to the applicant, owner or third parties for any obligations or claims of any nature growing out of, arising out of or otherwise related to the project or application undertaken by the applicant and/or owner. There is no principal/agent or employer/employee relationship between the Boonville Business and Downtown Development Association and the applicant and/or owner.
- ☐ I acknowledge that this application must be accepted and all prerequisite rules and regulations must be complied with before the application can be considered for acceptance.
- ☐ I have attached the project plans and specifications or other appropriate design documentation.

Applicant's Signature *Gregory F. Stone* Date *May 7, 2018*
Property Owner _____ Date _____
(if different from above)

Complete & return to: **Boonville Business and Downtown Development Association, P.O. Box 326,
Boonville, NC 27011**

This application has been approved by the following:

Signature, Zoning Enforcement Officer _____ Date _____
Signature, Yadkin County Building Inspector _____ Date _____
Signature, BBDDA President _____ Date _____

Conditions/Comments:

**Boonville Business and Downtown Development Association
Façade Improvement Grant
Budget Proposal Form**

Property Address

113 W. Main St. Boonville NC 27011

Itemized Expenditures	Detailed Explanation of Expenditures	Grant Funding	Cash Match
	TOTALS	\$	\$
	TOTAL ESTIMATED PROJECT COST (GRANT + CASH MATCH)		\$

Larry Stone
336-782-3684

Chris Hurt
Construction
(336-414-7605)

Job:

Estimated labor cost to
stucco side of the old
theater building. Estimate is
for labor only.

\$ 2,000⁰⁰

Labor/Cost:

LARRY WILSON
Supply material

ROANOKECEMENT™

A TITAN AMERICA BUSINESS

Where Safety Comes First

5 yd M-Sand	200.00
25 BAG BLKMENT	200.00
9 BAG COPY	90.00
20 - BAG FIBER	120.00
	610.00
	TAX 41.18
	657.18
1-side	

(800) 782-7622

FROM LARRY O CONNOR
124 FOREST KNOLL DR.
MOUNT AIRY NC 27030

HOME REPAIRS

INVOICE NO. 178160

INVOICE	
SERVICE PERFORMED AT	
ADDRESS	
CITY, STATE, ZIP	
CUSTOMER ORDER NO.	DATE
TERMS	
SOLD BY	
SURE WALL ONE SIDE OF BUILDING IN BOONVILLE NC. AT \$21.00 PER HOUR WILL TAKE ABOUT 8 TO 10 DAYS	
8 DAYS	\$1,344
10 DAYS	\$1,680
Larry R. Connor	

**Boonville Business and Downtown Development Association
FACADE IMPROVEMENT GRANT APPLICATION**

Applicant's Name Benny Steelman
Phone# 336-367-7334 (Owner) Tenant
Business/Building Name Pat Hutchens Art Gallery
Applicant Address _____ email _____
Property Owner's Name Benny Steelman Phone # 336-367 7334
Mailing Address _____ email _____
Length of Time at this location 2 1/2 yrs Length of remaining lease term (if applicable) _____

Description of Project (attach additional pages as needed)

Replace Awning

Total Estimated Cost of Improvement \$ 1704.⁰⁰

Please Check:

- ☐ I have attached project plans, specifications or other appropriate design information. A professional architectural plan is not required.
- ☐ I have attached samples of paint colors to be used on facade improvements or signage.
- ☐ I have attached a photograph(s) of existing condition of the property.
- ☐ I have attached copies of cost estimates for the project (minimum of two (2) estimates required)
- ☐ I have attached written permission from the property owner, if applicable.
- ☐ I understand that grant funds must be used only for the project described in this application. The work must be completed within six (6) months of the date that the grant is awarded. All work must be completed according to local building codes and ordinances and approved, when necessary, by the proper authorities.
- ☐ I also understand that this application will be reviewed before any work is done on the project and that no projects will be funded if work was done before the application was approved.
- ☐ I understand that I am responsible for the maintenance of the facade improvements described here for a period of three (3) years from the date of project completion or until such time as the building is sold.
- ☐ I understand the improvement grant must be used for the project described in this application and that the BBDDA and Boonville Town Board must review and approve the application prior to beginning construction. I understand that failure to comply with the approved application may result in losing my eligibility to receive funds.

Extruded Canopies, Protective Covers, Standing Seam/Fabric Awnings, and Sunshade Systems



3950 N. Liberty Street
Coston-Salem, NC 27105

Phone: 336-744-5006
Fax: 336-837-0294

DATE: 5/11/18

CUSTOMER: _____
PROJECT: Art Gallery - *Boonville* Mocksville, NC
ATTENTION: _____

Scope of Work

Fabric awning recover @ 38' wide x 3' high x 3' projection with a straight hem free hanging valance. Fabric to be Sunbrella Forest Green.

We hereby propose to complete the above Scope of Work, for the sum of: \$1,704.00

Payment to be made as follows:
1 30

This proposal may be withdrawn if not accepted within 30 days.

Mike Fagg
Mike Fagg

Any alteration or deviation from above scope of work involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Our workers are fully covered by Worker's Compensation insurance.

Acceptance of Proposal:

The above prices, scope of work and conditions are satisfactory and are hereby accepted. CSC Awnings, Inc. is authorized to proceed with the work as specified. Payment will be made as outlined above.

Authorized Signature

Date of Acceptance: _____

The Dize Company
1512 S. Main St.
Winston-Salem, NC 27127
Phone: 336-722-5181
ax: 336-761-1334
www.dizecompany.com

Proposal 1667
August 3, 2018
Pricing good for 30 days
from date of this proposal

Generated August 7, 2018

From: Brandon Weaver
3369781829
bweaver@dizeco.com

For: "Pat Hutchens Art Gallery (next door)"
Lead Source: Referral

Job Contact

Name: Pat Hutchens
Office:
Home:
Cell: 336-287-0491
Email:

Billing Contact

Name: Pat Hutchens
Office:
Home:
Cell: 336-287-0491
Email:

Invoice To

Pat Hutchens Art Gallery
Office: 336-287-0491
Fax:
115 West Main St
Boonville, NC 27011

Location of Install

115 West Main St
Boonville, NC 27011

Superintendent

Name: Pat Hutchens
Office:
Home:
Cell: 336-287-0491
Email:

Qty	Description	Price
4	Item: Recover — G Convex Drop: 2' 6", Projection: 2' 6", Width: 4' 6" Fabric: S 6037 Forest Green Thread: Solair Frame: Welded Staple , Size: 1" Frame ends: Closed Valance: Free Hanging 5" Scallop: Straight Hem Braid color: na Electrician: no Motorized: no	\$ 2,100.00

Make all checks payable to
The Dize Company

Total **\$ 2,100.00**
Price includes tax

Deposit due at time of order **\$ 1,050.00**
Balance due upon installation **\$ 1,050.00**

Notes

Lead time is 6-8 weeks from order to install.

**Boonville Business and Downtown Development Association
FACADE IMPROVEMENT GRANT APPLICATION**

Applicant's Name Benny Steelman
Phone# 336-367-7334 Owner Tenant
Business/Building Name Boonville Antique Mall
Applicant Address _____ email _____
Property Owner's Name Benny Steelman Phone # 336-367-7334
Mailing Address _____ email _____
Length of Time at this location _____ Length of remaining lease term (if applicable) _____

Description of Project (attach additional pages as needed)

Total Estimated Cost of Improvement \$ 1,650.00

Please Check:

- ☐ I have attached project plans, specifications or other appropriate design information. A professional architectural plan is not required.
- ☐ I have attached samples of paint colors to be used on facade improvements or signage.
- ☐ I have attached a photograph(s) of existing condition of the property.
- ☐ I have attached copies of cost estimates for the project (minimum of two (2) estimates required)
- ☐ I have attached written permission from the property owner, if applicable.
- ☐ I understand that grant funds must be used only for the project described in this application. The work must be completed within six (6) months of the date that the grant is awarded. All work must be completed according to local building codes and ordinances and approved, when necessary, by the proper authorities.
- ☐ I also understand that this application will be reviewed before any work is done on the project and that no projects will be funded if work was done before the application was approved.
- ☐ I understand that I am responsible for the maintenance of the facade improvements described here for a period of three (3) years from the date of project completion or until such time as the building is sold.
- ☐ I understand the improvement grant must be used for the project described in this application and that the BBDDA and Boonville Town Board must review and approve the application prior to beginning construction. I understand that failure to comply with the approved application may result in losing my eligibility to receive funds.

Extruded Canopies, Protective Covers, Standing Seam/Fabric Awnings, and Sunshade Systems



50 N. Liberty Street
Winston-Salem, NC 27105

Phone: 336-744-5006
Fax: 336-837-0294

DATE:

CUSTOMER: Boonville
PROJECT: Antique Shop - Mocksville, NC
ATTENTION:

Scope of Work

Fabric Awning recovers 4 @ 4'6" wide x 3' height x 3' projection and a 6" straight hem free hanging valance. Fabric to be Sunbrella Forest Green.

We hereby propose to complete the above Scope of Work, for the sum of: \$ 1,650.00

Payment to be made as follows:
NET 30

This proposal may be withdrawn if not accepted within 30 days.

Mike Fagg
Mike Fagg

Any alteration or deviation from above scope of work involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Our workers are fully covered by Worker's Compensation insurance.

Acceptance of Proposal:

The above prices, scope of work and conditions are satisfactory and are hereby accepted. CSC Awnings, Inc. is authorized to proceed with the work as specified. Payment will be made as outlined above.

Authorized Signature

Date of Acceptance: _____

The Dize Company
1512 S. Main St.
Winston-Salem, NC 27127
Phone: 336-722-5181
Fax: 336-761-1334
www.dizecompany.com

Proposal 1666
August 3, 2018
Pricing good for 30 days
from date of this proposal

Generated August 7, 2018

From: Brandon Weaver
3369781829
bweaver@dizeco.com

For: "Pat Hutchens Art Gallery"
Lead Source: Referral

Job Contact

Name: Pat Hutchens
Office:
Home:
Cell: 336-287-0491
Email:

Billing Contact

Name: Pat Hutchens
Office:
Home:
Cell: 336-287-0491
Email:

Invoice To

Pat Hutchens Art Gallery
Office: 336-287-0491
Fax:
115 West Main St
Boonville, NC 27011

Location of Install

115 West Main St
Boonville, NC 27011

Superintendent

Name: Pat Hutchens
Office:
Home:
Cell: 336-287-0491
Email:

Qty	Description	Price
1	Item: Recover — G Convex Drop: 3' 0", Projection: 3' 0", Width: 38' 0" Fabric: S 6037 Forest Green Thread: solair Frame: Welded Staple , Size: 1 Frame ends: Closed Valance: Free Hanging 5" Scallop: Straight Hem Braid color: na Electrician: no Motorized: no	\$ 1,850.00

Make all checks payable to
The Dize Company

Total **\$ 1,850.00**
Price includes tax

Deposit due at time of order **\$ 925.00**
Balance due upon installation **\$ 925.00**

Notes

Lead time is 6-8 weeks from order to install.



405 South Sterling Street, Morganton NC 28655

828 433 5661 / fax 828 433 5662 / info@west-consultants.com

September 12, 2018

Mr. Jeff Jones
Director of Public Works
Town of Boonville
PO Box 326
Boonville, NC 27011

RE: Cardinal Street Water Main Project – Engineering Services

Dear Mr. Jones:

Thank you for contacting West Consultants, PLLC with regard to the engineering services for the referenced project. We understand that the project will consist of approximately 1,250 linear feet of new water main, to be installed by Town of Boonville personnel.

We propose to provide the following services for the fees indicated:

I. Engineering Design: \$1,900

- Produce plans and specifications in accordance with NC rules.
- Assist the Town in acquiring a non-discharge permit from NCDEQ and an encroachment agreement from NCDOT.

II. Other Services:

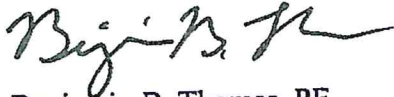
- If requested by the Town, West Consultants, PLLC will provide construction-phase or other services, such as on-site observation. Such other services would be invoiced according to the attached hourly rates and expense schedule.

Geotechnical engineering, testing, or monitoring; easement acquisition; and any other services not listed above are excluded from the scope of services in this proposal. Permit fees charged by NCDEQ or others are not included in this proposal.

Thank you again for this opportunity. We hope you will find it acceptable and we would look forward to working with you on this project.

Sincerely,

WEST CONSULTANTS, PLLC



Benjamin B. Thomas, PE

Enclosure

Accepted and agreed to by:

Print Name: _____

Date: _____

MORGANTON, NORTH CAROLINA

BASIC FEE SCHEDULE

I. PROFESSIONAL FEES

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
Professional Engineer	\$90.00
Professional Engineer Construction Inspector	\$90.00
Staff Engineer	\$75.00
Survey Coordinator	\$75.00
Survey: 1-Man Fieldcrew	\$80.00
Survey: 2-Man Fieldcrew	\$100.00
Survey Technician	\$40.00
Construction Inspector	\$50.00
CAD Technician/Drafter	\$45.00
Engineer Technician	\$40.00
Clerical	\$40.00
Court Appearance	\$100 per hour with a minimum of \$200.00

II. EXPENSES

- A. Mileage – per current IRS allowable limits
- B. Reproduction costs, postage, overnight lodging, meals, and other incidental expenses shall be a direct invoice charge per receipts (no mark-up).

III. ASSOCIATED SERVICES

Associated job required services such as soil analysis, materials, surveying, testing, etc., shall be pre-negotiated and agreed upon prior to initiating work.



405 South Sterling Street, Morganton NC 28655

828 433 5661 / fax 828 433 5662 / info@west-consultants.com

September 12, 2018

Mr. Jeff Jones
Director of Public Works
Town of Boonville
PO Box 326
Boonville, NC 27011

RE: Holly Street Sewer Project – Engineering Services

Dear Mr. Jones:

Thank you for contacting West Consultants, PLLC with regard to the engineering and surveying services for the referenced project. We understand that the project will consist of approximately 600 linear feet of new 8-inch gravity sewer and approximately 500 linear feet of 8-inch gravity sewer to be replaced.

We propose to provide the following services for the fees indicated:

I. Land Surveying: \$2,900

- Prepare field survey for design purposes. This includes surveying within the street rights-of-way but does not include any easement acquisition surveying if sewer is designed outside the street rights-of-way.

II. Engineering Design: \$2,500

- Produce plans and specifications in accordance with NC rules and suitable for bidding.
- Assist the Town in acquiring a non-discharge permit from NCDEQ.

III. Other Services:

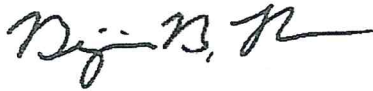
- If requested by the Town, West Consultants, PLLC will provide construction-phase or other services, such as on-site observation. Additional services may also include construction staking. Such other services would be invoiced according to the attached hourly rates and expense schedule.

Geotechnical engineering, testing, or monitoring; easement acquisition; and any other services not listed above are excluded from the scope of services in this proposal. Permit fees charged by NCDEQ or others are not included in this proposal.

Thank you again for this opportunity. We hope you will find it acceptable and we would look forward to working with you on this project.

Sincerely,

WEST CONSULTANTS, PLLC



Benjamin B. Thomas, PE

Enclosure

Accepted and agreed to by:

Print Name: _____

Date: _____

MORGANTON, NORTH CAROLINA

BASIC FEE SCHEDULE

I. PROFESSIONAL FEES

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
Professional Engineer	\$90.00
Professional Engineer Construction Inspector	\$90.00
Staff Engineer	\$75.00
Survey Coordinator	\$75.00
Survey: 1-Man Fieldcrew	\$80.00
Survey: 2-Man Fieldcrew	\$100.00
Survey Technician	\$40.00
Construction Inspector	\$50.00
CAD Technician/Drafter	\$45.00
Engineer Technician	\$40.00
Clerical	\$40.00
Court Appearance	\$100 per hour with a minimum of \$200.00

II. EXPENSES

- A. Mileage – per current IRS allowable limits
- B. Reproduction costs, postage, overnight lodging, meals, and other incidental expenses shall be a direct invoice charge per receipts (no mark-up).

III. ASSOCIATED SERVICES

Associated job required services such as soil analysis, materials, surveying, testing, etc., shall be pre-negotiated and agreed upon prior to initiating work.



2219 Leah Drive Hillsborough, NC 27278
(919) 245-5080 (919) 245-5071 Fax

10/1/2018

Jeff Jones/ Town of Boonville

Repair of Flygt Pump

Dear Jeff,

Water entered the motor and washed out grease in bearings. The motor is re-usable fortunately.

Repair includes the following:

Replace all seals, bearings, O-rings, oil, test and paint. Testing includes meg test, surge test, test run no load.

Parts, \$2975,00

Labor, \$2280,00

Total, \$5,255.00 plus tax.

Garry Hager will return the unit, so no freight charge.

Lead time is 1-2 weeks.

Please advise how to proceed.

Ed Wheelie

Service Manager

Chapter 96 Emergency Management Ordinance

Section

96.01 Purpose

96.02 Territorial Applicability

96.03 Penalty for Violation

96.04 Determination of State of Emergency; Restrictions Authorized

96.05 Declaration Imposing Prohibitions and Restrictions

96.06 Curfew

96.07 Restrictions on Possession, Consumption or Transfer of Alcoholic Beverage

96.08 Restrictions on Possession, Transportation, and Transfer of Dangerous Weapons and Substances

96.09 Restrictions on Access to Areas

96.10 Effect of Declaration

96.11 Amendments of Declaration

96.12 Removal of Prohibitions and Restrictions

96.13 Separate and Superseding Declarations

96.14 Absence or Disability of Mayor

96.15 Emergency Operations Plan

96.01 Purpose

The purpose of this chapter is to provide an avenue whereby the Mayor of the Town of Boonville can take action, on an emergency basis, to:

- (A) Minimize the possible suffering of citizens or the potential for property damage by limiting access to certain areas.
- (B) Limit the movement of objects or people during certain periods.

96.02 Territorial Applicability

This chapter shall apply within the corporate limits of the town.

95.03 Penalty for Violation

Any person violating any prohibition or restriction imposed by a declaration authorized by this chapter shall be guilty of a misdemeanor, and punished as provided by Chapter 152: Zoning, Section Enforcement and Penalties.

96.04 Determination of State of Emergency; Restrictions Authorized

- (A) A state of emergency shall be deemed to exist whenever, during times of public crisis, disaster, rioting, catastrophe or similar public emergency, for any reason, public safety authorities are unable to maintain public order or afford adequate protection for lives, safety of property or whenever the occurrence of any such condition is imminent.
- (B) In the event of an existing or threatened emergency which has the potential to endanger the lives, safety, health or welfare of the people within the town or any

part thereof, or threatens damage to or destruction of property, the mayor is hereby authorized and empowered to issue a state of emergency declaration declaring to all persons the existence of such a state of emergency, and, in order to more effectively protect the lives and property of people within the town, to place in effect any or all of the restrictions hereinafter authorized. The mayor will provide notification to all commissioners and the town administrator as soon as possible after such a declaration has been issued.

(C) The mayor is hereby authorized and empowered to establish and activate an emergency management organization to respond to the existence of such a state of emergency in order to more effectively protect the lives and property of people within the town.

(D) The mayor is hereby authorized and empowered to limit by declaration the application of all or any part of such restrictions to any area specifically designated or described within the town and to specific hours of the day or night; and to exempt from all or any part of such restrictions, while acting in the line of and within the scope of their respective duties, commissioners, law enforcement officers, firemen, public employees, rescue squad members, doctors, nurses, employees of hospitals and other medical facilities; on-duty military personnel whether state or federal; on-duty employees of hospitals and other medical facilities; on duty military personnel whether state or federal; on-duty employees of public utilities, public transportation companies, and newspaper, magazine, radio broadcasting and television broadcasting corporations operated for profit; and such other classes of persons as may be essential to the preservation of public order and immediately necessary to serve the safety, health and welfare needs of the people within the town.

96.05 Declaration Imposing Prohibitions and Restrictions

(A) The mayor, by declaration, may impose the prohibitions and restrictions specified in sections 18-5 through 18-9 in the manner described in those sections. The mayor may impose as many of the specified prohibitions and restrictions as are determined to be necessary, because of an emergency, to maintain an acceptable level of public order and services, and to protect lives, safety and property. The mayor shall recite his findings in the declaration.

(B) The declaration shall be in writing. The mayor shall take reasonable steps to give notice of the terms of the declaration to those affected by it, including the media and emergency communications systems. The mayor shall retain a text of the declaration and furnish upon request certified copies of it for use as evidence. The mayor shall immediately notify the county director of emergency services, town commissioners, and the town administrator of the issuance of the declaration.

96.06 Curfew

(A) The declaration may impose a curfew prohibiting, in certain areas and during certain periods, the appearance in public of anyone who is not a member of an exempted class. The declaration shall specify the geographical area or areas and

the period during each 24-hour day to which the curfew applies. The mayor may exempt from some or all of the curfew restrictions classes of people whose exemptions the mayor finds necessary for the preservation of the public health, safety and welfare. The declaration shall state the exempted classes and the restrictions from which each is exempted.

- (B) Unless otherwise specified in the declaration, the curfew shall apply during the specified period each day until the mayor, by additional declaration, removes the curfew.

96.07 Restrictions on Possession, Consumption or Transfer of Alcoholic Beverage

- (A) The declaration may prohibit the possession or consumption of any intoxicating liquor; including beer and wine, other than on one's own premises, and may prohibit the transfer, transportation, sale or purchase of any intoxicating liquor within the area of the town described in the declaration. The prohibition, if imposed, may apply to transfers of intoxicating liquor by employees of alcoholic beverage control stores as well as by anyone else within the geographical area described.

96.08 Restrictions on Possession, Transportation and Transfer of Dangerous Weapons and Substances

- (A) The declaration may prohibit the transportation or possession off one's own premises, or the sale or purchase of any dangerous weapon or substance, except lawfully possessed firearms and ammunition. The mayor may exempt from some or all of the restrictions classes of people whose possession, transfer or transportation of certain dangerous weapons or substances is necessary to the preservation of the public health, safety or welfare. The declaration shall state the exempted classes and the restrictions from which each is exempted.
- (B) For the purposes of this section, the term "Dangerous weapon or substance" means:
- (1) Any deadly weapon, ammunition, incendiary device, explosive, gasoline or other instrument or substance designed for a use that carries a threat of serious bodily injury or destruction of property.
 - (2) Any other instrument or substance that is capable of being used to inflict serious bodily injury or destruction of property, when the circumstances indicate that there is some probability that such instrument or substance will be so destructively used.
 - (3) Any part or ingredient in any instrument or substance included above.
- (C) If imposed, the restrictions shall apply throughout the jurisdiction of the town or such part thereof as designated in the declaration.

96.09 Restrictions on Possession, Transportation and Transfer of Dangerous Weapons and Substances

- (A) The declaration may prohibit obtaining access or attempting to obtain access to any area, designated in the manner described in this section, in violation of any order, clearly posted notice or barricade indicating that access is denied or restricted.

- (B) Areas to which access is denied or restricted shall be designated by the chief of police and his subordinated when directed and specified in the declaration to do so by the mayor. When acting under this authority, the chief of police and his subordinates may restrict or deny access to any area, street, highway or location within the town if that restriction or denial of access or use is reasonably necessary to promote efforts being made to overcome the emergency to prevent further aggravation of the emergency.

96.10 Effect of Declaration

- (A) The declaration issued under this chapter may prohibit or restrict all or any of the following:

- (1) Movements of people in public places
- (2) The operation of offices, business establishments and other places to or from which people may travel or at which they may congregate
- (3) Other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency, within the area designated in the declaration.

The declaration issued under this chapter may direct a voluntary or mandatory evacuation of all or part of the Town.

Rescue or any other emergency services may not be provided dependent upon the nature of the conditions during the time period when the state of emergency declaration is in effect.

96.11 Amendments of Declaration

- (A) The mayor may amend or extend the declaration issued under this article from time to time, making such modifications as would have been authorized to include in the original declaration.

96.12 Removal of Prohibitions and Restrictions

- (A) The mayor shall, by additional declaration, remove the prohibition and restrictions when it has been determined that the emergency no longer requires them, when emergency conditions have abated or when directed to do so by the board of commissioners.

96.13 Separate and Superseding Declarations.

- (A) The mayor, in his or her discretion, may invoke the restrictions authorized by this chapter in separate declaration, and may amend any declaration by means of superseding declaration.

96.14 Absence or Disability of Mayor

- (A) In case of the absence or disability of the mayor, the mayor pro-tem shall have and exercise all of the powers given the mayor by this chapter.

96.15 Emergency Operations Plan

The director of emergency management shall maintain an emergency operations plan and will update the plan, if needed, based on the experience of the town. The EOP will be presented to the board of commissioners in January of each year for their review and concurrence.

(Ord. passed 11-6-2018)

YADKIN WELL COMPANY, INC.
1908 HAMPTONVILLE RD.
HAMPTONVILLE, NC 27020
YADKIN
Voice: 336-468-4440
Fax: 336-468-4048

INVOICE

Invoice Number: 12522
Invoice Date: Oct 30, 2018
Page: 1

BOONVILLE TOWN
POST OFFICE BOX 326
BOONVILLE, NC 27011

Customer ID
BOONVILLE TOWN

Payment Terms
Net 30 Days

Date Due
11/29/18

Quantity	Description	Unit Price	Extension
1.00	150S-200-11 GRUNDFOS SUBMERSIBLE PUMP WITH 20 HP. 3 PHASE MOTOR	9439.00	9439.00
1.00	SPLICE KIT	12.00	12.00
1.00	MISCELLANEOUS MATERIALS	25.00	25.00
7.25 HRS.	LABOR	85.00	616.25
4.00 HRS.	PUMP HOIST	85.00	340.00

APPROVED BY _____
DATE PAID _____
CHECK # _____
AMOUNT CHARGED _____

Subtotal 10,432.25
Taxable 10092.25
Sales Tax 681.23
Nontaxable 340.00
TOTAL 11,113.48

ALL INVOICES OVER 30 DAYS WILL BE TURNED OVER TO
COLLECTION AGENCY FOR PROCESSING.
EFFECTIVE MARCH 2016 LABOR CHARGES ARE TAXABLE!!!

Proposed Budget Amendments - November 6, 2018

Option 1 - clean up

By Kim Wells, Finance Officer

General Fund

Account Number	Description	Current Budget \$	Amendment	Ending Budget \$
Revenues				
100 - 406 - 40006 -	33500 Miscellaneous Revenue	500	300	800
100 - 406 - 40006 -	33501 Yard Sale Permit	-	150	150
100 - 406 - 40006 -	34400 Sales of Fixed Assets	-	1,272	1,272
100 - 415 - 40010 -	36701 Sales Tax Refund	2,000	9,202	11,202
100 - 422 - 40022 -	39910 Beginning Fund Balance	(58,185.00)	25,130	(33,055.00)
				To balance budget
		36,054		
Expenses				
Police				
100 - 420 - 50200 -	40005 FICA	7,750	(3,100)	4,650
100 - 420 - 50200 -	40007 Retirement	7,850	(3,100)	4,750
				To move fringe according to system posting
				To move fringe according to system posting
Police				
100 - 510 - 50000 -	40002 Salaries	180,500	(23,075)	157,425
100 - 510 - 50000 -	40006 Salaries - Part Time	5,000	4,000	9,000
100 - 510 - 50000 -	40009 Separation Allowance	-	26,575	26,575
100 - 510 - 50200 -	40005 FICA	14,500	2,556	17,056
100 - 510 - 50200 -	40007 Retirement	13,500	300	13,800
100 - 410 - 50400 -	40026 Advertising	-	100	100
				Ties to actual
Streets				
100 - 560 - 50000 -	40002 Salaries	14,850	28,273	43,123
100 - 560 - 50200 -	40005 FICA	2,300	1,000	3,300
100 - 560 - 50200 -	40007 Retirement	2,350	1,050	3,400
100 - 560 - 50200 -	401 k	800	1,400	2,200
100 - 560 - 50400 -	40014 Travel	-	150	150
100 - 560 - 50400 -	40114 Schooling & Training	-	100	100
				Ties to actual
Sanitation				
100 - 580 - 50200 -	40005 FICA	4,300	(3,175)	1,125
100 - 580 - 50200 -	40007 Retirement	4,300	(3,200)	1,100
				To move fringe according to system posting
				To move fringe according to system posting
		36,054		

Enterprise Fund

Revenues

300 - 406 - 40006 - 33503 Insurance Proceeds - 2,000 2,000 Ties to actual claim, less \$1,000 deductible
300 - 422 - 40022 - 39910 Beginning Fund Balance 17,636.00 1,510 19,146.00 To balance budget

Expenses

Water

300 - 810 - 50000 - 40002 Salaries 100,900 (22,281) 78,619 Projected for Year End according to system posting
300 - 810 - 50000 - 40005 FICA 2,300 3,800 6,100 To move fringe according to system posting
300 - 810 - 50000 - 40007 Retirement 2,200 4,000 6,200 To move fringe according to system posting
300 - 810 - 50000 - 401 k 5,250 (1,100) 4,150 To move fringe according to system posting

Sewer

300 - 820 - 50000 - 40002 Salaries 79,000 (7,500) 71,500 Projected for Year End according to system posting
300 - 820 - 50000 - 40005 FICA 4,700 700 5,400 To move fringe according to system posting
300 - 820 - 50000 - 40007 Retirement 4,800 800 5,600 To move fringe according to system posting
300 - 820 - 50300 - 401 k 4,100 (500) 3,600 To move fringe according to system posting
300 - 820 - 50400 - 40053 Dues and Subscriptions 3,500 110 3,610 Projected for Year End
300 - 820 - 50400 - 40114 Schooling & Training - 200 200 Projected for Year End

Sewer Plant

300 - 830 - 50400 - 40015 M&R Bldg & Grounds 2,500 3,000 5,500 To record insurance claim from tree

3,510

51

Proposed Budget Amendments - November 6, 2018

Option 2 - clean up + add estimated cost of PD position #5

By Kim Wells, Finance Officer

General Fund		Account Number	Description	Current Budget \$	Amendment	Ending Budget \$	
Revenues							
	100 - 406 - 40006 -	33500	Miscellaneous Revenue	500	300	800	Projected for Year End
	100 - 406 - 40006 -	33501	Yard Sale Permit	-	150	150	Projected for Year End
	100 - 406 - 40006 -	34400	Sales of Fixed Assets	-	1,272	1,272	Ties to actual
	100 - 415 - 40010 -	36701	Sales Tax Refund	2,000	9,202	11,202	Ties to actual
	100 - 422 - 40022 -	39910	Beginning Fund Balance	(58,185.00)	55,630	(2,555.00)	To balance budget
				66,554			
Expenses							
Police							
	100 - 420 - 50200 -	40005	FICA	7,750	(3,100)	4,650	To move fringe according to system posting
	100 - 420 - 50200 -	40007	Retirement	7,850	(3,100)	4,750	To move fringe according to system posting
Police							
	100 - 510 - 50000 -	40002	Salaries	180,500	(3,175)	177,325	Amendment to fund vacation/holiday payout, move Separation allowance, budget 8 mth of Position #5
	100 - 510 - 50000 -	40006	Salaries - Part Time	5,000	4,000	9,000	Projected for Year End
	100 - 510 - 50200 -	40009	Separation Allowance	-	26,575	26,575	Move from Salaries per auditor
	100 - 510 - 50200 -	40005	FICA	14,500	4,106	18,606	Amendment to fund vacation/holiday payout + 5th Position
	100 - 510 - 50200 -	40007	Retirement	13,500	2,000	15,500	Amendment to fund vacation/holiday payout + 5th Position
	100 - 510 - 50200 -	40008	401 k	8,600	1,000	9,600	Amendment to fund 5th position
	100 - 510 - 50400 -	40026	Advertising	-	100	100	Ties to actual
	100 - 510 - 50400 -	40058	Unemployment	500	200	700	Amendment to fund 5th position
	100 - 510 - 50400 -	40238	Medical Expense	600	200	800	Amendment to pay for 5th position psychological testing
	100 - 510 - 50400 -	40254	Group Insurance	36,000	5,950	41,950	Amendment to fund 5th position
Streets							
	100 - 560 - 50000 -	40002	Salaries	14,850	28,273	43,123	Projected for Year End according to system posting
	100 - 560 - 50200 -	40005	FICA	2,300	1,000	3,300	To move fringe according to system posting
	100 - 560 - 50200 -	40007	Retirement	2,350	1,050	3,400	To move fringe according to system posting
	100 - 560 - 50200 -	40008	401 k	800	1,400	2,200	To move fringe according to system posting
	100 - 560 - 50400 -	40014	Travel	-	150	150	Ties to actual
	100 - 560 - 50400 -	40114	Schooling & Training	-	100	100	Ties to actual
Sanitation							
	100 - 580 - 50200 -	40005	FICA	4,300	(3,175)	1,125	To move fringe according to system posting
	100 - 580 - 50200 -	40007	Retirement	4,300	(3,200)	1,100	To move fringe according to system posting
				66,554			

Enterprise Fund

Revenues

300 - 406 - 40006 - 33503 Insurance Proceeds
300 - 422 - 40022 - 39910 Beginning Fund Balance

17,636.00
2,000
1,510
19,146.00

Ties to actual claim, less \$1,000 deductible
To balance budget

Expenses

Water

300 - 810 - 50000 - 40002 Salaries
300 - 810 - 50000 - 40005 FICA
300 - 810 - 50000 - 40007 Retirement
300 - 810 - 50000 - 401 k

100,900
2,300
2,200
5,250
(22,281)
3,800
4,000
(1,100)
78,619
6,100
6,200
4,150

Projected for Year End according to system posting
To move fringe according to system posting
To move fringe according to system posting
To move fringe according to system posting

Sewer

300 - 820 - 50000 - 40002 Salaries
300 - 820 - 50000 - 40005 FICA
300 - 820 - 50000 - 40007 Retirement
300 - 820 - 50000 - 401 k
300 - 820 - 50300 - 40053 Dues and Subscriptions
300 - 820 - 50400 - 40114 Schooling & Training

79,000
4,700
4,800
4,100
3,500
-
(7,500)
700
800
(500)
110
200
71,500
5,400
5,600
3,600
3,610
200

Projected for Year End according to system posting
To move fringe according to system posting
To move fringe according to system posting
To move fringe according to system posting
To move fringe according to system posting
Projected for Year End
Projected for Year End

Sewer Plant

300 - 830 - 50400 - 40015 M&R Bldg & Grounds

2,500
3,000
5,500

To record insurance claim from tree damage

3,510