



BOARD OF COUNTY COMMISSIONER'S MEETING

Monday, November 18th, 2024

224 Seminary Street

Kenansville, N.C. 28349

The Duplin County Board of Commissioners met at 6:00 p.m. on Monday, November 18th, 2024 in the Commissioners Room located at 224 Seminary Street, Kenansville, N.C.

Present: Commissioners: Dexter Edwards; Elwood Garner; Jesse L. Dowe, III; Wayne Branch; and Justin Edwards.

Also Present: Bryan Miller, County Manager; Carrie Shields, Deputy County Manager; Tim Wilson, County Attorney; Chelsey Lanier, Finance Officer; Jaime W. Carr, Clerk to the Board; and Jasmine Savage, Administrative Specialist.

Call to Order

The meeting was called to order by Chairman Edwards.

Invocation and Pledge of Allegiance

Invocation was given by Reverend A.J. Connors, Mayor for the Town of Warsaw. Mayor Connors then led those in attendance in the pledge of allegiance to the flag of the United States of America.

Approval of the Meeting Agenda

Chairman Edwards asked if the members of the Board approved the proposed meeting agenda, and if any Board Member, County Manager, or Clerk to the Board wished to make any changes or additions to the agenda. No changes made.

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to approve the meeting agenda as presented.

Approval of the Minutes – Governing Body

Motion was made by Commissioner J. Edwards, seconded by Commissioner Branch, carried unanimously, to approve the minutes of the November 4th, 2024 Board of Commissioners meeting as presented.

REGULAR MEETING AGENDA

CONSENT AGENDA

Chairman Edwards asked if the members of the Board approved the proposed consent agenda, and if any Board Member, County Manager, or Clerk to the Board wished to make any changes or additions to the consent agenda. Jaime W. Carr, Clerk to the Board, asked to add two (2) Duplin County 4H Prevention Program Contracts between Duplin County, Trillium & NCDHHS. One contract is in the amount of \$33,205.32 and the other contract is in the amount of \$68,810.00

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to approve consent agenda items as listed: Budget Amendments Journal Entry Proof; Tax and Solid Waste Releases - #24404 - #24469; Adopt a Resolution Pursuant to NCGS §132-7 Allowing the Register of Deeds to Remove Property Books from the Courthouse for Preservation; Authorize the Chairman to Sign; and Approve the Associated Budget Amendment; Approve FY 2025 Consolidated Agreement Amendment #1 Between Duplin County Health Department and North Carolina Department of Health and Human Services, Division of Child and Family Well-Being and Division of Public Health and Authorize Chairman to Sign; Accept Additional WCI – AA 403 – Revision #4 Funding in the Amount of \$4,409.00 and Approve the Associated Budget Amendment; Approve North Carolina's Southeast Industrial Site Enhancement Program (ISEP) Subgrant Agreement Between The Southeastern Partnership, Inc. and Duplin County Economic Development Commission; Approve Capital Project Ordinance Amendment; Authorize the Chairman to Sign; and Approve the Associated Budget Amendment; Approve Duplin County State Acquisition Relocation Fund (SARF) Program Resolution Approving Amendment #1 to the Program Ordinance and Resolution; Approve Amendment #1 to Duplin County State Acquisition Relocation Fund (SARF) Program Project Budget Ordinance; Approve Amendment #1 to Duplin County State Acquisition Relocation Fund (SARF) Program Financial Management Resolution and Authorize the Chairman to Sign; and also Accept Additional State Acquisition Relocation Funds in the Amount of \$1,149,500 and Approve the Associated Budget Amendment; Approve Contract for Consultant Services Hurricane Florence Hazard Mitigation Grant Program (HMGP) Acquisition Project, Grant #4393-0025-R Amendment No. 1 – SARF Administration Between Duplin County and Insight Planning & Development, LLC and Authorize Chairman to Sign; Accept Property Tax Exemption Request Form from Iglesia Del Nazareno La Roca and Wallace Masonic Lodge as Timely Filed; Approve Lease Agreement Between Duplin County and the State of North Carolina for Office Space Located at 103 Duplin Street, Kenansville, NC to House the NC Department of Adult Correction, Probation and Parole, Division 1, District 4 and Authorize Bryan Miller, County Manager to Sign; and the additions of two (2) Duplin County 4H Prevention Program Contracts between Duplin County, Trillium & NCDHHS (One contract is in the amount of \$33,205.32 and the other contract is in the amount of \$68,810.00)

ITEMS TO BE MADE PART OF MINUTES

Administrative Budget Amendment Journal Entry Report

AGENDA

Public Comments

No public comments.

End Public Comments

Melissa Kennedy, E911 Addressing Project Coordinator, appeared before the Board to conduct a public hearing to receive public comments regarding a request from Mabelyn Duarte Melgar to name a lane at the 3600 Block of S NC 41 Highway, Wallace, NC; Camacho Duarte Lane in Accordance with the Duplin County Addressing and Road Naming Ordinance.

Chairman Edwards opened the Public Hearing.

No public comments.

Chairman Edwards closed the Public Hearing.

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to name a lane at the 3600 Block of S NC 41 Highway, Wallace, NC; Camacho Duarte Lane in Accordance with the Duplin County Addressing and Road Naming Ordinance.

Gary Rose, Tax Administrator, appeared before the Board to conduct a public hearing to receive public comments for the proposed 2025 revaluation schedule of values.

Chairman Edwards opened the Public Hearing.

No public comments.

Chairman Edwards closed the Public Hearing.

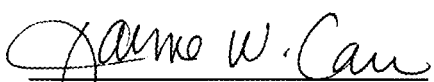
Motion was made by Commissioner Garner, seconded by Commissioner Branch to approve the 2025 revaluation schedule of values as presented. After discussion Commissioner Garner rescinded his motion, because it was brought to the Boards attention these values did not need to be adopted until the December 2nd, 2024 meeting.

Mr. Bryan Miller, County Manager, appeared before the Board to make general announcements/comments.

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to go out of regular session and into closed session for Personnel Matters pursuant to NCGS § 143-318.11 (a)(6).

Motion was made by Commissioner J. Edwards, seconded by Commissioner Garner, carried unanimously, to go out of closed session and back into open session.

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to adjourn until Monday, December 2nd, 2024 at 6:00 p.m. for a Commissioners Meeting at the Administrative Building located at 224 Seminary Street in Kenansville, N.C.

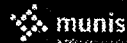

Jaime W. Carr
Clerk to the Board

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Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND	
2025 05	136	11/19/2024			BUA 111824C	1 1	
1 23	39969				FUND BALANCE APPROPRIATED		
	23-00-0000-0000-000-39969						
						11/19/2024	
							-766,224.68
							-766,224.68
2 23	44009				Grant Expense		
	23-00-0000-0000-000-44009						
						11/19/2024	
							766,224.68
							766,224.68
3 5125	39983				FUND BAL TB LUNG DISEASE		
	71-50-5100-5125-000-39983						
						11/19/2024	
							-11.98
							-11.98
4 5125	42980				PROGRAM SUPPLIES		
	71-50-5100-5125-000-42980						
						11/19/2024	
							11.98
							11.98
5 4334	39971				FUND BAL DRUG ENFORCEMENT REST		
	71-43-4310-4334-000-39971						
						11/19/2024	
							-246,609.96
							-246,609.96
6 4334	42980				PROGRAM SUPPLIES		
	71-43-4310-4334-000-42980						
						11/19/2024	
							248,704.18
							248,704.18
7 4335	39981				FUND BAL SHERIFF EXPLORERS		
	71-43-4310-4335-000-39981						
						11/19/2024	
							-163.80
							-163.80
8 4335	42980				PROGRAM SUPPLIES		
	71-43-4310-4335-000-42980						
						11/19/2024	
							1,755.80
							1,755.80
9 4336	39905				FUND BAL COMMISSIONS ON EXECUT		
	71-43-4310-4336-000-39905						
						11/19/2024	
							-27,353.90
							-27,353.90
10 4336	43000				COMMISSION EXPENSES		
	71-43-4310-4336-000-43000						
						11/19/2024	
							27,501.91
							27,501.91
11 4381	39949				FUND BAL ANIMAL SVSBLDG TRUST		
	71-43-4380-4381-000-39949						
						11/19/2024	
							-67,424.65
							-67,424.65
12 4381	42980				PROGRAM SUPPLIES		
	71-43-4380-4381-000-42980						
						11/19/2024	
							67,443.58
							67,443.58
13 5821	39984				FUND BAL VETERAN'S MEMORIAL		
	71-50-5820-5821-000-39984						
						11/19/2024	
							-543.80
							-543.80
14 5821	43004				OPERATING EXPENSE		
	71-50-5820-5821-000-43004						
						11/19/2024	
							543.80
							543.80
15 6111	39977				FUND BAL LIBRARY PROGRAMS		
	71-60-6110-6110-000-39977						
						11/19/2024	
							-8,608.46
							-8,608.46

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Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND	
2025 05	136	11/19/2024			BUA 111824C	1 7	
16 6111	45500				LIBRARY PROGRAMS		
	71-60-6110-6110-000-45500						
						11/19/2024	
							8,608.46
							8,608.46
17 6112	39976				FUND BAL LIBRARY MEMORIAL		
	71-60-6110-6130-000-39976						
						11/19/2024	
							-2,825.99
							-2,825.99
18 6112	45600				BOOKS		
	71-60-6110-6130-000-45600						
						11/19/2024	
							2,825.99
							2,825.99
19 6112	39975				FUND BAL LIBRARY BLDG		
	71-60-6110-6130-000-39975						
						11/19/2024	
							-4,380.29
							-4,380.29
20 6112	45801				BUILDING		
	71-60-6110-6130-000-45801						
						11/19/2024	
							4,380.29
							4,380.29
21 6113	39978				FUND BAL ROSE HILL LIBRARY		
	71-60-6110-6140-000-39978						
						11/19/2024	
							-3,790.63
							-3,790.63
22 6113	45601				BOOKS ROSE HILL LIBRARY		
	71-60-6110-6140-000-45601						
						11/19/2024	
							3,790.63
							3,790.63
23 6150	39973				FUND BAL FRIENDS OF THE LIBRAR		
	71-60-6110-6150-000-39973						
						11/19/2024	
							-2,036.89
							-2,036.89
24 6150	42980				PROGRAM SUPPLIES		
	71-60-6110-6150-000-42980						
						11/19/2024	
							2,036.89
							2,036.89
25 6156	39972				FUND BAL FAISON LIBRARY		
	71-60-6110-6156-000-39972						
						11/19/2024	
							-553.13
							-553.13
26 6156	45602				BOOKS FAISON LIBRARY		
	71-60-6110-6156-000-45602						
						11/19/2024	
							553.13
							553.13
27 5861	39961				FUND BAL GENERAL AGING TRUST F		
	71-50-5600-5861-000-39961						
						11/19/2024	
							-1,228.92
							-1,228.92
28 5861	43004				OPERATING EXPENSE		
	71-50-5600-5861-000-43004						
						11/19/2024	
							4,228.92
							4,228.92
29 5862	39980				FUND BAL SENIOR GAMES		
	71-50-5600-5862-000-39980						
						11/19/2024	
							-95.26
							-95.26
30 5862	43004				OPERATING EXPENSE		
	71-50-5600-5862-000-43004						
						11/19/2024	
							95.26
							95.26

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Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
2025	05	136	11/19/2024		BVA 111824C	1 2			
31	5864	39974		HOMEBOUND MEALS	FUND BAL HOMEBOUND MEALS	11/19/2024	.00	-633.92	-633.92
				71-50-5600-5864-000-39974					
32	5864	43004		HOMEBOUND MEALS	OPERATING EXPENSE	11/19/2024	.00	633.92	633.92
				71-50-5600-5864-000-43004					
33	5865	39979		SENIOR CITIZEN TRIPS	FUND BAL SENIOR CITIZENS TRIPS	11/19/2024	.00	-4,185.96	-4,185.96
				71-50-5600-5865-000-39979					
34	5865	43004		SENIOR CITIZEN TRIPS	OPERATING EXPENSE	11/19/2024	5,175.00	4,185.96	9,360.96
				71-50-5600-5865-000-43004					
35	4333	39982		SHERIFF/JAIL DONATIONS	FUND BAL SHERIFF/JAIL DONATION	11/19/2024	.00	-18,341.86	-18,341.86
				71-43-4310-4333-000-39982					
36	4333	42980		SHERIFF/JAIL DONATIONS	PROGRAM SUPPLIES	11/19/2024	1,079.00	18,341.86	19,420.86
				71-43-4310-4333-000-42980					
							** JOURNAL TOTAL	0.00	
2025	05	140	11/19/2024		BVA 111824C	1 1			
1	5163	41990		MATERNAL HEALTH	PROFESSIONAL SERVICES	11/19/2024	77,740.00	-1,000.00	76,740.00
				10-50-5100-5163-000-41990					
2	5163	43540		MATERNAL HEALTH	SOFTWARE MAINTENANCE	11/19/2024	2,605.00	1,000.00	3,605.00
				10-50-5100-5163-000-43540					
3	5167	43110		CHILD HEALTH	TRAVEL	11/19/2024	1,000.00	-300.00	700.00
				10-50-5100-5167-000-43110					
4	5167	41990		CHILD HEALTH	PROFESSIONAL SERVICES	11/19/2024	25,000.00	800.00	25,800.00
				10-50-5100-5167-000-41990					
5	5167	44300		CHILD HEALTH	RENT	11/19/2024	660.00	-100.00	560.00
				10-50-5100-5167-000-44300					
6	5167	42420		CHILD HEALTH	IN HOUSE LAB	11/19/2024	4,250.00	-500.00	3,750.00
				10-50-5100-5167-000-42420					
7	5167	43540		CHILD HEALTH	SOFTWARE MAINTENANCE	11/19/2024	2,050.00	100.00	2,150.00
				10-50-5100-5167-000-43540					

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Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
2025	05	140	11/19/2024		BVA 111824C	1 1			
8	5110	43300		HEALTH	UTILITIES	11/19/2024	18,000.00	-240.00	17,760.00
				10-50-5100-5110-000-43300					
9	5110	42490		HEALTH	VEHICLE SUPPLIES	11/19/2024	280.00	240.00	520.00
				10-50-5100-5110-000-42490					
10	5129	42980		COUNTY WELLNESS PROGRAM	PROGRAM SUPPLIES	11/19/2024	6,934.94	-100.00	6,834.94
				10-50-5100-5129-000-42980					
11	5129	43520		COUNTY WELLNESS PROGRAM	REPAIRS & MAINTENANCE EQUIPME	11/19/2024	1,345.06	100.00	1,445.06
				10-50-5100-5129-000-43520					
12	5154	43110		COMMUNITY HEALTH PROMOTION	TRAVEL	11/19/2024	240.00	-100.00	140.00
				10-50-5100-5154-000-43110					
13	5154	43911		COMMUNITY HEALTH PROMOTION	ADVERTISING	11/19/2024	560.00	100.00	660.00
				10-50-5100-5154-000-43911					
14	5151	41990		PRIMARY CARE	PROFESSIONAL SERVICES	11/19/2024	32,000.00	-1,100.00	30,900.00
				10-50-5100-5151-000-41990					
15	5191	43250		Supporting Womens Health	POSTAGE	11/19/2024	1,920.00	600.00	2,520.00
				10-50-5100-5191-000-43250					
16	5191	43110		Supporting Womens Health	TRAVEL	11/19/2024	.00	500.00	500.00
				10-50-5100-5191-000-43110					
17	5185	41990		COVID Pandemic Recovery	PROFESSIONAL SERVICES	11/19/2024	192,750.00	-600.00	192,150.00
				10-50-5100-5185-000-41990					
18	5185	43210		COVID Pandemic Recovery	TELEPHONE	11/19/2024	.00	600.00	600.00
				10-50-5100-5185-000-43210					
19	5192	40183		Bridge Access Program	HOSPITAL INSURANCE	11/19/2024	7,427.95	-6,000.00	1,427.95
				10-50-5100-5192-000-40183					
20	5192	43110		Bridge Access Program	TRAVEL	11/19/2024	1,200.00	-1,200.00	.00
				10-50-5100-5192-000-43110					
21	5192	40121		Bridge Access Program	SALARIES	11/19/2024	29,099.73	-20,000.00	9,099.73
				10-50-5100-5192-000-40121					
22	5192	42980		Bridge Access Program	PROGRAM SUPPLIES	11/19/2024	4,844.69	-2,900.00	1,944.69
				10-50-5100-5192-000-42980					

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Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND
2025	05	140	11/19/2024		BUA 111824C	1	1
23	5192	41990	Bridge Access Program	PROFESSIONAL SERVICES	10,000.00	23,336.10	33,336.10
			10-50-5100-5192-000-41990		11/19/2024		
24	5192	42600	Bridge Access Program	OFFICE SUPPLIES	.00	2,363.90	2,363.90
			10-50-5100-5192-000-42600		11/19/2024		
25	5192	43911	Bridge Access Program	ADVERTISING	5,000.00	4,400.00	9,400.00
			10-50-5100-5192-000-43911		11/19/2024		
26	5123	40121	BIOTERRORISM	SALARIES	17,827.00	-8,000.00	9,827.00
			10-50-5100-5123-000-40121		11/19/2024		
27	5123	41990	BIOTERRORISM	PROFESSIONAL SERVICES	3,206.25	8,000.00	11,206.25
			10-50-5100-5123-000-41990		11/19/2024		
28	5165	40121	WIC-CLIENT SERVICES	SALARIES	138,368.00	-10,000.00	128,368.00
			10-50-5100-5165-000-40121		11/19/2024		
29	5155	40121	WIC-NUTRITION EDUCATION	SALARIES	141,834.00	-10,000.00	131,834.00
			10-50-5100-5155-000-40121		11/19/2024		
30	5165	41990	WIC-CLIENT SERVICES	PROFESSIONAL SERVICES	32,883.00	10,000.00	42,883.00
			10-50-5100-5165-000-41990		11/19/2024		
31	5155	41990	WIC-NUTRITION EDUCATION	PROFESSIONAL SERVICES	.00	10,000.00	10,000.00
			10-50-5100-5155-000-41990		11/19/2024		
32	5169	42980	ANN WOLFE MINI GRANT	PROGRAM SUPPLIES	3,671.49	-161.45	3,510.04
			10-50-5100-5169-000-42980		11/19/2024		
33	5169	43250	ANN WOLFE MINI GRANT	POSTAGE	200.00	161.45	361.45
			10-50-5100-5169-000-43250		11/19/2024		
34	5188	42980	Duplin Coalition for Health	PROGRAM SUPPLIES	3,877.03	-500.00	3,377.03
			10-50-5100-5188-000-42980		11/19/2024		
35	5188	43210	Duplin Coalition for Health	TELEPHONE	.00	500.00	500.00
			10-50-5100-5188-000-43210		11/19/2024		
36	5112	42370	STATE COMMUNITY HEALTH GRANT	INJECTABLES	2,000.00	-100.00	1,900.00
			10-50-5100-5112-000-42370		11/19/2024		
37	5112	43540	STATE COMMUNITY HEALTH GRANT	SOFTWARE MAINTENANCE	15.73	100.00	115.73
			10-50-5100-5112-000-43540		11/19/2024		
** JOURNAL TOTAL						0.00	

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Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND
2025	05	157	11/19/2024		BUA 111824C	1	1
1	7555	41060	TRDF Airport Grant	CONSTRUCTION	.00	-420,000.00	-420,000.00
			44-45-4530-7555-000-41060		11/19/2024		
2	7555	41040	TRDF Airport Grant	ENGINEERING SERVICES	.00	320,000.00	320,000.00
			44-45-4530-7555-000-41040		11/19/2024		
3	7555	41010	TRDF Airport Grant	ADMINISTRATIVE EXPENSE	.00	100,000.00	100,000.00
			44-45-4530-7555-000-41010		11/19/2024		
** JOURNAL TOTAL						0.00	

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Duplin County, NC



BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: blanca.pineda

YEAR	FUND	PROGRAM	DESCRIPTION	AMOUNT	CREDIT
2025	5	136			
			FUND BALANCE APPROPRIATED	5	766,224.68
			Grant Expense	5	766,224.68
			FUND BAL TB LUNG DISEASE	5	11.98
			PROGRAM SUPPLIES	5	11.98
			FUND BAL DRUG ENFORCEMENT REST	5	246,609.96
			PROGRAM SUPPLIES	5	246,609.96
			FUND BAL SHERIFF EXPLORERS	5	163.80
			PROGRAM SUPPLIES	5	163.80
			FUND BAL COMMISSIONS ON EXECUT	5	27,353.90
			COMMISSION EXPENSES	5	27,353.90
			FUND BAL ANIMAL SVSBLOG TRUST	5	67,424.65
			PROGRAM SUPPLIES	5	67,424.65
			FUND BAL VETERAN'S MEMORIAL	5	543.80
			OPERATING EXPENSE	5	543.80
			FUND BAL LIBRARY PROGRAMS	5	8,608.46
			LIBRARY PROGRAMS	5	8,608.46
			FUND BAL LIBRARY MEMORIAL	5	2,825.99
			BOOKS	5	2,825.99
			FUND BAL LIBRARY BLDG	5	4,380.29
			BUILDING	5	4,380.29
			FUND BAL ROSE HILL LIBRARY	5	3,790.63
			BOOKS ROSE HILL LIBRARY	5	3,790.63
			FUND BAL FRIENDS OF THE LIBRAR	5	2,036.89
			PROGRAM SUPPLIES	5	2,036.89

Report generated: 11/13/2024 17:00
User: blanca.pineda
Program ID: bgselent

Duplin County, NC



BUDGET AMENDMENT JOURNAL ENTRY PROOF

YEAR	FUND	PROGRAM	DESCRIPTION	AMOUNT	CREDIT
			FUND BAL FAISON LIBRARY	5	553.13
			BOOKS FAISON LIBRARY	5	553.13
			FUND BAL GENERAL AGING TRUST	5	1,228.92
			OPERATING EXPENSE	5	1,228.92
			FUND BAL SENIOR GAMES	5	95.26
			OPERATING EXPENSE	5	95.26
			FUND BAL HOMEBOUND MEALS	5	633.92
			OPERATING EXPENSE	5	633.92
			FUND BAL SENIOR CITIZENS TRIPS	5	4,185.96
			OPERATING EXPENSE	5	4,185.96
			FUND BAL SHERIFF/JAIL DONATION	5	18,341.86
			PROGRAM SUPPLIES	5	18,341.86
			JOURNAL 2025/05/136 TOTAL		30,000.00
2025	5	140			
			PROFESSIONAL SERVICES	5	1,000.00
			SOFTWARE MAINTENANCE	5	1,000.00
			TRAVEL	5	300.00
			PROFESSIONAL SERVICES	5	800.00
			RENT	5	100.00
			IN HOUSE LAB	5	500.00
			SOFTWARE MAINTENANCE	5	100.00
			UTILITIES	5	240.00
			VEHICLE SUPPLIES	5	240.00
			PROGRAM SUPPLIES	5	100.00

Report generated: 11/13/2024 17:00
User: blanca.pineda
Program ID: bgselent

Duplin County, NC



BUDGET AMENDMENT JOURNAL ENTRY PROOF

DATE	BU	LN	DESCRIPTION	AMOUNT	CREDIT
11/19/2024	111824C				
BUA 5129-4310		T	REPAIRS & MAINTENANCE EQUIPME	100.00	
11/19/2024	111824C				
BUA 5154-43110		T	TRAVEL		100.00
11/19/2024	111824C				
BUA 5154-43911		T	ADVERTISING	100.00	
11/19/2024	111824C				
BUA 5151-41990		T	PROFESSIONAL SERVICES		1,100.00
11/19/2024	111824C				
BUA 5191-43150		T	POSTAGE	600.00	
11/19/2024	111824C				
BUA 5191-43110		T	TRAVEL	500.00	
11/19/2024	111824C				
BUA 5165-41990		T	PROFESSIONAL SERVICES		600.00
11/19/2024	111824C				
BUA 5185-43210		T	TELEPHONE	600.00	
11/19/2024	111824C				
BUA 5192-40183		T	HOSPITAL INSURANCE		6,000.00
11/19/2024	111824C				
BUA 5192-43110		T	TRAVEL		1,200.00
11/19/2024	111824C				
BUA 5192-40121		T	SALARIES		20,000.00
11/19/2024	111824C				
BUA 5192-41990		T	PROGRAM SUPPLIES		2,900.00
11/19/2024	111824C				
BUA 5192-42980		T	PROFESSIONAL SERVICES	23,336.10	
11/19/2024	111824C				
BUA 5192-42980		T	OFFICE SUPPLIES	2,363.90	
11/19/2024	111824C				
BUA 5192-43911		T	ADVERTISING	4,400.00	
11/19/2024	111824C				
BUA 5123-41990		T	SALARIES		8,000.00
11/19/2024	111824C				
BUA 5165-40121		T	PROFESSIONAL SERVICES	8,000.00	
11/19/2024	111824C				
BUA 5165-40121		T	SALARIES		10,000.00
11/19/2024	111824C				
BUA 5165-41990		T	SALARIES		10,000.00
11/19/2024	111824C				
BUA 5155-41990		T	PROFESSIONAL SERVICES	10,000.00	
11/19/2024	111824C				
BUA 5169-42980		T	PROGRAM SUPPLIES		161.45
11/19/2024	111824C				
BUA 5169-43230		T	POSTAGE	161.45	
11/19/2024	111824C				
BUA 5188-42980		T	PROGRAM SUPPLIES		500.00
11/19/2024	111824C				

Duplin County, NC



BUDGET AMENDMENT JOURNAL ENTRY PROOF

DATE	BU	LN	DESCRIPTION	AMOUNT	CREDIT
11/19/2024	111824C				
BUA 5188-43210		T	TELEPHONE	500.00	
11/19/2024	111824C				
BUA 5112-42370		T	INJECTABLES		100.00
11/19/2024	111824C				
BUA 5112-43540		T	SOFTWARE MAINTENANCE	100.00	
11/19/2024	111824C				
JOURNAL 2025/05/140		TOTAL			
2025	5	157			
BUA 7555-41060		T	CONSTRUCTION		420,000.00
11/19/2024	111824C				
BUA 7555-41040		T	ENGINEERING SERVICES	320,000.00	
11/19/2024	111824C				
BUA 7555-41010		T	ADMINISTRATIVE EXPENSE	100,000.00	
11/19/2024	111824C				
JOURNAL 2025/05/157		TOTAL			

Duplin County, NC



BUDGET AMENDMENT JOURNAL ENTRY PROOF

YEAR PERIOD	ENCL. REF. DATE	AMOUNT	DESCRIPTION	DEBIT	CREDIT
		FUND TOTAL		.00	.00

** END OF REPORT - Generated by Blanca Pineda **

Report generated: 11/13/2024 17:00
User: blanca.pineda
Program ID:

Page 11

BA # _____ Duplin County
Budget Amendment

Department Title _____ Finance
Department Head's Signature _____
(form can be e-mailed to Finance from Dept. Head)

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:
Carry forward funds

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
23-36969	Fund Balance Apppn	768,224.66	23-44009	Grant Expense	768,224.66
5125-38983	Fund Bal TB Lung Disease	11.88	5125-42980	Program Supplies	11.88
4334-39971	Fund Bal Drug Info Rept	246,609.96	4334-42980	Program Supplies	246,609.96
4235-39981	Fund Bal Sheriff Explores	163.80	4335-42980	Program Supplies	163.80
4336-39905	Fund Bal Commissioners on Ex	27,363.90	4336-43000	Commission Expenses	27,363.90
4381-39949	Fund Bal Animal Socy Bldg	67,424.65	4381-42980	Program Supplies	67,424.65
5821-39984	Fund Bal Veterans Memorial	543.80	5821-43004	Operating Expense	543.80
6111-39977	Fund Bal Library Programs	8,808.46	6111-46500	Library Programs	8,808.46
6112-39976	Fund Bal Library Materials	2,826.99	6112-46500	Books	2,826.99
6112-39975	Fund Bal Library Building	4,380.29	6112-46801	Building	4,380.29
6113-39976	Fund Bal Rose Hill Library	3,790.63	6113-46801	Bonnie Rose Hill Library	3,790.63
6150-39873	Fund Bal Friends of Library	2,036.86	6150-42980	Program Supplies	2,036.86
6156-39872	Fund Bal Faison Library	553.13	6156-46802	Books Faison Library	553.13
5861-38981	Fund Bal General Agric Trust	1,228.92	5861-43004	Operating Expense	1,228.92
5862-38980	Fund Bal Senior Games	65.26	5862-43004	Operating Expense	65.26
5864-38974	Fund Bal Homebound Meals	633.92	5864-43004	Operating Expense	633.92
5885-39979	Fund Bal Senior Citizen Trips	4,188.98	5885-43004	Operating Expense	4,188.98
4333-39982	Fund Bal Sheriff/Jail Donations	18,341.86	4333-42980	Program Supplies	18,341.86
Total		1,155,014.08	Total		1,155,014.08

Finance Signature _____
Date Approved: _____
Manager Signature _____
Date Approved: _____
Commissioner Approval _____
Date Approved: _____

001000

BA # _____ Duplin County
Budget Amendment

Department Title: Health Department
Department Head's Signature: Tracey Simmons - Korregay / Billie Jo Dunn
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
cover line item shortages

Expense Code to DECREASE	Line Item Description	Credit Amount	Expense Code to INCREASE	Line Item Description	Debit Amount
5163-41990	Professional Services	1,000.00	5163-43540	Software Maintenance	1,000.00
5187-43110	Travel	300.00	5167-41990	Professional Services	800.00
5167-44300	Rent	100.00	5167-43540	Software Maintenance	100.00
5187-42420	In House Lab	500.00			
5110-43300	Utilities	240.00	5110-42490	Vehicle Supplis	240.00
5129-42980	Program Supplies	100.00	5129-43520	Rep & Maint - Equip	100.00
5154-43110	Travel	100.00	5154-43811	Advertising	100.00
5151-41990	Professional Services	1,100.00	5181-43250	Postage	600.00
			5191-43110	Travel	500.00
5185-41990	Professional Services	800.00	5185-43210	Telephone	600.00
5192-40183	Hospital Insurance	6,000.00	5192-41990	Professional Services	23,336.10
5192-43110	Travel	1,200.00	5192-42600	Office Supplies	2,363.90
5192-40121	Salaries	20,000.00	5192-43911	Advertising	4,400.00
5192-42980	Program Supplies	2,900.00			
5123-40121	Salaries	8,000.00	5123-41990	Professional Services	8,000.00
5165-40121	Salaries	10,000.00	5165-41960	Professional Services	10,000.00
5155-40121	Salaries	10,000.00	5155-41990	Professional Services	10,000.00

5169-42980	Program Supplies	161.45	5189-43250	Postage	161.45
5188-42990	Program Supplies	500.00	5168-43210	Telephone	500.00
5112-42370	Software Maintenance	100.00	5112-43540	Software Maintenance	100.00
Total		62,601.45	Total		62,601.45

Finance Signature: _____
Date Approved: 11/13/24
Manager Signature: _____
Date Approved: _____
Commissioner Approval: _____
Date Approved: _____

BA # _____ Duplin County
Budget Amendment

Department Title: Airport
Department Head's Signature: _____
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:
To create expense lines and to appropriate funds allocated for TRDP Project by NCDOT, WRB # 36244.20.17.2.

Expense Code to DECREASE	Line Item Description	Credit Amount	Expense Code to INCREASE	Line Item Description	Debit Amount
7555-41060	Construction	420,000.00	7555-41040	Engineering	320,000.00
			7555-41010	Administrative Expense	100,000.00
Total		420,000.00	Total		420,000.00

Finance Signature: _____
Date Approved: 11/13/24
Manager Signature: _____
Date Approved: _____
Commissioner Approval: _____
Date Approved: _____

CW 11-7-24
 AN 11-7-24
 H 11/07/24

000151

DUPLIN COUNTY
 TAX AND SOLID WASTE REQUEST
 RELEASE DATE NOVEMBER 18, 2024

RELEASE NUMBER	NAME	TOWNSHIP	FIRE DISTRICT 1	FIRE DISTRICT 2	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	FIRE DISTRICT 1	FIRE DISTRICT 2	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
24404	BROWN, SHERRY BONHAM DOVER & BONHAM,	09	F13		2024	1297231						\$ 110.00	\$ 110.00	SWMH IS VACANT
24405	CASTRO, OTONIEL GARCIA	13	F21		2024	1730815						\$ 220.00	\$ 220.00	SW FEE AFTERLISTED IN ERROR
24406	CASTRO, OTONIEL GARCIA	13	F21		2024	1730815	\$ 28.60	\$ 0.80	\$ 2.80		\$ 3.22	\$ 220.00	\$ 35.42	NEVER OWNED SWMH
24407	CASTRO, OTONIEL GARCIA	13	F21		2023	1730815	\$ 28.60	\$ 0.80	\$ 2.80			\$ 220.00	\$ 252.20	NEVER OWNED SWMH
24408	CRUZ, CLARA DE LA	01	F07		2024	2252506						\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24409	CRUZ, CLARA DE LA	01	F07		2023	2252506						\$ 220.00	\$ 220.00	INCORRECTLY BILLED SW FEE
24410	CRUZ, CLARA DE LA	01	F07		2022	2252506						\$ 220.00	\$ 220.00	INCORRECTLY BILLED SW FEE
24411	CRUZ, CLARA DE LA	01	F07		2021	2252506						\$ 180.00	\$ 180.00	INCORRECTLY BILLED SW FEE
24412	CRUZ, CLARA DE LA	01	F07		2020	2252506						\$ 90.00	\$ 90.00	INCORRECTLY BILLED SW FEE
24413	CRUZ, CLARA DE LA	01	F07		2023	2252506						\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24414	CRUZ, CLARA DE LA	01	F07		2022	2252506						\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24415	CRUZ, CLARA DE LA	01	F07		2021	2252506						\$ 90.00	\$ 90.00	INCORRECTLY BILLED SW FEE
24416	CRUZ, MARIA	05	F06		2024	2097271						\$ 220.00	\$ 220.00	INCORRECTLY BILLED SW FEE
24417	CUTINO, ANNER ROSQUETE	11			2024	2104543	\$ 84.43	\$ 2.36			\$ 8.68	\$ 95.47	\$ 95.47	DOES NOT OWN MYT TRAILER
24418	CUTINO, ANNER ROSQUETE	11			2023	2104543	\$ 84.43	\$ 2.36			\$ 8.68	\$ 95.47	\$ 95.47	DOES NOT OWN MYT TRAILER
24419	CUTINO, ANNER ROSQUETE	11			2022	2104543	\$ 84.43	\$ 2.36			\$ 8.68	\$ 95.47	\$ 95.47	DOES NOT OWN MYT TRAILER
24420	CUTINO, ANNER ROSQUETE	11			2021	2104543	\$ 93.82	\$ 2.62			\$ 9.65	\$ 106.09	\$ 106.09	DOES NOT OWN MYT TRAILER
24421	CUTINO, ANNER ROSQUETE	11			2020	2104543	\$ 93.82	\$ 2.62			\$ 9.64	\$ 106.08	\$ 106.08	DOES NOT OWN MYT TRAILER
24422	DORN, RICHARD & WF. DORN, CINDIA	08	F05		2024	2382519						\$ 110.00	\$ 110.00	SWMH IS VACANT
24423	DORN, RICHARD & WF. DORN, CINDIA	08	F05		2023	2382519						\$ 110.00	\$ 110.00	SWMH IS VACANT
24424	DORN, RICHARD & WF. DORN, CINDIA	08	F05		2022	2382519						\$ 90.00	\$ 90.00	SWMH IS VACANT
24425	DORN, RICHARD & WF. DORN, CINDIA	08	F05		2021	2382519						\$ 90.00	\$ 90.00	SWMH IS VACANT
24426	DORN, RICHARD & WF. DORN, CINDIA	08	F05		2020	2382519						\$ 20.58	\$ 20.58	EASEMENT BILLED IN ERROR
24427	EBX-NEUSE I LLC	08			2024	2480989	\$ 20.02	\$ 0.56				\$ 20.58	\$ 20.58	EASEMENT BILLED IN ERROR
24428	EBX-NEUSE I LLC	08			2023	2480989	\$ 20.02	\$ 0.56				\$ 20.58	\$ 20.58	EASEMENT BILLED IN ERROR
24429	EBX-NEUSE I LLC	08			2022	2480989	\$ 20.02	\$ 0.56				\$ 20.58	\$ 20.58	EASEMENT BILLED IN ERROR
24430	EBX-NEUSE I LLC	08			2021	2480989	\$ 20.02	\$ 0.56				\$ 20.58	\$ 20.58	EASEMENT BILLED IN ERROR
24431	FAULK, JOHN B III	02	F19		2024	2785231	\$ 70.07	\$ 1.96	\$ 6.86			\$ 78.89	\$ 78.89	DEFERRED TAXES BILLED IN ERROR
24432	FAULK, JOHN B III	02	F19		2024	2785231	\$ 70.07	\$ 1.96	\$ 6.86			\$ 78.89	\$ 78.89	DEFERRED TAXES BILLED IN ERROR
24433	FAULK, JOHN B III	02	F19		2024	2785231	\$ 70.07	\$ 1.96	\$ 6.86			\$ 78.89	\$ 78.89	DEFERRED TAXES BILLED IN ERROR
24434	FAULK, JOHN B III	02	F19		2024	2785231	\$ 70.07	\$ 1.96	\$ 6.86			\$ 78.89	\$ 78.89	DEFERRED TAXES BILLED IN ERROR
24435	HATCHER BUILDERS LLC	09	F08		2024	010004995	\$ 1,048.19	\$ 29.32	\$ 146.60			\$ 110.00	\$ 1,334.11	PROPERTY SOLD IN 2022
24436	HATCHER BUILDERS LLC	09	F08		2023	010004995	\$ 1,048.19	\$ 29.32	\$ 146.60			\$ 110.00	\$ 1,334.11	PROPERTY SOLD IN 2022
24437	HOUSTON, CARLTON RAY	07	F16		2024	4125596						\$ 110.00	\$ 110.00	OVERCHARGED FOR SW FEE
24438	HUFFIN, RUBY W	12	F22		2024	4213199						\$ 110.00	\$ 110.00	SWMH IS VACANT
24439	HUFFIN, RUBY W	12	F22		2023	4213199						\$ 110.00	\$ 110.00	SWMH IS VACANT
24440	LARA, LUIS	12	F08		2024	10004920			\$ 11.60			\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24441	LARA, LUIS	12	F08		2024	010004920			\$ 11.60			\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24442	LARA, LUIS	12	F08		2023	010004920			\$ 11.60			\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24443	LARA, LUIS	12	F08		2022	010004920			\$ 11.60			\$ 110.00	\$ 110.00	INCORRECTLY BILLED SW FEE
24444	LARA, LUIS	12	F08		2024	010004920			\$ 16.90			\$ 16.90	\$ 16.90	INCORRECTLY BILLED SW FEE
24445	LARA, LUIS	12	F08		2023	010004920			\$ 16.90			\$ 16.90	\$ 16.90	INCORRECTLY BILLED SW FEE
24446	LARA, LUIS	12	F08		2022	010004920			\$ 16.90			\$ 16.90	\$ 16.90	INCORRECTLY BILLED SW FEE
24447	LEE, JIMMY & WF. LEE, JONI B	05	F20		2024	5307688						\$ 110.00	\$ 110.00	SWMH IS VACANT
24448	LEE, JIMMY & WF. LEE, JONI B	05	F20		2023	5307688						\$ 110.00	\$ 110.00	SWMH IS VACANT
24449	LEE, JIMMY & WF. LEE, JONI B	05	F20		2022	5307688						\$ 110.00	\$ 110.00	SWMH IS VACANT

RESOLUTION 2024-54

County of Duplin
Office of the County Commissioners



**RESOLUTION PURSUANT TO NCGS § 132-7
ALLOWING THE REGISTER OF DEEDS TO REMOVE PROPERTY BOOKS
FROM THE COURTHOUSE FOR PRESERVATION**

STATE OF NORTH CAROLINA
COUNTY OF DUPLIN

WHEREAS, North Carolina General Statute 132-7 provides that Board of County Commissioners of any county may authorize that any county records in need of repair, restoration or rebinding be removed from the building or office in which such records are ordinarily kept, for the length of time required to repair, restore or rebind them, and;

WHEREAS, Duplin County Deed Book 30 is in desperate and direct need of repair, restoration and rebinding due to the age and years of constant handling and use, and;

WHEREAS, it is our obligation to maintain and preserve the historical documents contained in the Duplin County Registry to ensure for future generations that the people will have access to historical documents in their original form, and;

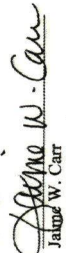
WHEREAS, Duplin County has entered into a contract with the Kofile Technologies of Greensboro, NC to deacidify, encapsulate, mend and rebind Duplin County Deed Book 30 as needed, and;

NOW, THEREFORE, BE IT RESOLVED, that the Duplin County Board of County Commissioners does hereby authorize and sanction Anita Marie Savage, Duplin County Register of Deeds to remove Duplin County Deed Book 30 from the Duplin County Registry located in the Duplin County Courthouse for the purposes of repair, restoration and rebinding of said book as needed by the Kofile Technologies of Greensboro, NC.

Adopted this the 18th day of November, 2024.


Dexter B. Edwards, Chairman
Duplin County Board of Commissioners



ATTEST:

Judge W. Carr
Clerk to the Board

11/05/2024

**Honorable Anita Marie Savage
Duplin County Register of Deeds**

**Preservation
Record of Deeds 30**

SUBMITTED BY:
Brian Spearman
Account Executive
Brian.spearman@kofile.com
704.560.2210



6300 Cedar Springs Road, Dallas, TX 75235
p: 214.442.6668 | f: 214.442.6669
info@kofile.com | www.kofile.com



Anita Marie Savage
Duplin County NC Register of Deeds
118 Duplin Street
Kenansville, NC 28349

Dear Honorable Anita Marie Savage,

This proposal addresses Duplin County's historical records and is presented by Kofile Technologies, Inc. (Kofile). Quoted services include Note that prices for the inventory herein are good for 90 days from the date of this assessment.

Kofile Technologies, Inc. (Kofile) is uniquely qualified to complete your modernization goals by taking an innovative approach to this project to ensure a successful outcome. Kofile's basis for success is decades of experience, realistic solutions, and professional analysis and each project is unique and deserves special attention. Our team provides realistic solutions, professional analysis, and innovative archival products to equip records stewards with the information and resources needed to preserve collections.

Kofile performs all services in accordance with the Code of Ethics & Guidelines for Practice of the American Institute for Conservation (AIC) and is an Awardee of a Library of Congress FEDLINK Preservation Services for Library & Archival Collections contract.

SCOPE OF SERVICES

General treatments and services are outlined in the following. Services are tailored to the needs of the specific item.

Preservation—Conservation Treatments, Deacidify, Encapsulate, & Bind (PRV)

- Kofile creates a permanent log (noting condition, page order, characteristics, and treatments) for each item upon receipt. Items are inspected and control numbered as necessary. A final quality check references this log.
- Dismantle volumes by hand (if applicable).
- Surface clean sheets. Tools include a microspatula, soft dusting brush, latex sponge, powdered vinyl eraser, or soft block eraser. Surface cleaning removes materials and deposits—e.g., dust, soot, airborne particulate, sediment from water damage, mold/mildew residue, active micro-organic growth, insect detritus, or biological or mineral contaminants.
- Remove any non-archival repairs, adhesives, residual glues, or fasteners to the extent possible without causing damage to paper and inks.
- Mend tears and guard burns on back side of sheets with acid free and reversible mending materials.
- Deacidify sheets (each side of each sheet) after careful testing with Bookkeeper®. This commercial solution of magnesium oxide, which neutralizes acidic inks and paper by providing an alkaline reserve (after pH and compatibility testing). Random testing ensures an 8.5 pH with a deviation of no more than ±.5.
- Encapsulate each sheet in a Lay Flat Archival Polyester Pocket™. Each custom envelope is composed of Skyroll SH725® Mylar and includes a patented lay flat design. Dimensions match the "book block" dimensions, with a 1/4" binding margin.
- Re-bind in custom-fitted and stamped archival quality binder. Each binder is manufactured on a per-book basis and sized to 1/4" incremental capacities. This binder is available with four hubs, a

gold-tooled spine, and is roller shelf-compatible. A volume may return split due to the added weight of the Mylar, depending on page count.

- A dedication/treatment report is included in each binder.

Lamination Removal

- Kofile conservators address the "Laminate" process to the fullest extent possible damage to underlying paper and inks in accordance with the AIC Code of Ethics and Guidelines Item 21. Conservators reverse the process and remove the laminate using a proprietary solvent solution. The possibility of removing the "Laminate" depends on careful testing at our conservation lab. In a small percentage of cases, the adhesive is resistant to the solvent solution and cannot be removed safely. Conservators will not attempt removal if the removal process will damage either the document's paper or ink. If conservators cannot remove the laminate safely, Kofile will contact the County directly to discuss alternatives.

PROJECT PRICING

Without a signed agreement, prices are good for 90 days.

Duplin County PROJECT OVERVIEW			LINE ITEM TOTAL
RECORD SERIES	CONDITION		
Record of Deeds 30, pg. 1-250	Pages are cellulose acetate laminated.		\$4,620.00
Record of Deeds 30, pg. 251-508	Pages are cellulose acetate laminated.		\$3,626.00
Record of Deeds 30, pg. 509-752	Pages are cellulose acetate laminated.		\$3,430.00
PROJECT TOTAL			\$11,676.00

ACCESSIBILITY OF RECORDS

Records held at Kofile are maintained as private and confidential material. Duplin County is guaranteed access to records via email or toll-free fax at our expense. Upon receipt of a records request, Kofile will flag the requested record and verify inventory control, pull supporting paperwork, and email/fax a response to the approved requester or alternate. The turnaround time for a records request will meet or exceed requirements.

Please note that all records (including volumes, documents, digital images, metadata or microfilm) serviced by Kofile shall remain the property of Duplin County. This policy applies to any agreement, verbal or written, between Duplin County and Kofile.

The records are not used by Kofile other than in connection with providing the services pursuant to any agreement between Kofile and Duplin County. The records are not commercially exploited by or on behalf of Kofile, its employees, officers, agents, in-vitees or assigns, in any respect.

Please let me know if you have any questions. We look forward to serving Duplin County and to working together for the preservation and access of its public and historical assets.

Sincerely,

Brian Spearman
c: 704-560-2210
e: brian.spearman@kofile.com

This proposal shall be governed by the terms of use found at www.kofile.com/termsandconditions/.
Payment Terms: payment upon completion and delivery.

CUSTOMER ACCEPTANCE	KOFILE ACCEPTANCE
Signature of Authorized Official _____	Signature of Authorized Official _____
Print Name of Authorized Official _____	Print Name of Authorized Official _____
Title of Authorized Official _____	Title of Authorized Official _____
Date _____	Date _____

BA # _____

Duplin County
Budget Amendment

Department Title
Department Head's Signature
(form can be e-mailed to Finance from Dept. Head)

Register of Deeds

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

[Brief description of why this amendment is being requested:

Requesting a total of \$8,962.00 be transferred from the Register of Deeds A&P Reserve Account (4181-41804) to the Register of Deeds A&P Professional Services Account (4181-41990). The funds will be used to preserve (1) real property book: Deed Book 30

EXPENSE code to DECREASE	Line Item Description	Credit Amount	EXPENSE code to INCREASE	Line Item Description	Debit Amount
4181-41804	A&P Reserve Account	8,962.00	4181-41990	A&P Professional Services	8,962.00
Total		8,962.00	Total		8,962.00

Finance Signature
Date Approved: _____

Manager Signature
Date Approved: _____

Commissioner Approval
Date Approved: _____

§ 132-7. Keeping records in safe places; copying or repairing; certified copies.

Insofar as possible, custodians of public records shall keep them in fireproof safes, vaults, or rooms fitted with noncombustible materials and in such arrangement as to be easily accessible for convenient use. All public records should be kept in the buildings in which they are ordinarily used. Record books should be copied or repaired, renovated or rebound if worn, mutilated, damaged or difficult to read. Whenever any State, county, or municipal records are in need of repair, restoration, or rebinding, the head of such State agency, department, board, or commission, the board of county commissioners of such county, or the governing body of such municipality may authorize that the records in need of repair, restoration, or rebinding be removed from the building or office in which such records are ordinarily kept, for the length of time required to repair, restore, or rebound them. Any public official who causes a record book to be copied shall attest it and shall certify on oath that it is an accurate copy of the original book. The copy shall then have the force of the original. (1935, c. 265, s. 7, 1951, c. 294.)

Amendment 1 to the FY 2025 Consolidated Agreement

This Amendment 1 amends the Consolidated Agreement in force for the period from June 1, 2024 to May 31, 2025, that is between the North Carolina Department of Health and Human Services, Division of Child and Family Well-Being (hereinafter referred to as "DCFV") and Division of Public Health (hereinafter referred to as "DPH"), herein DCFV and DPH collectively referred to as "NCDHHS"), and the Duplin County Health Department (herein after referred to as "LHD") (herein NCDHHS, DCFV, and LHD may individually be referred to as a "party" and collectively as the "parties"). This Amendment 1 is hereby effective on October 1, 2024.

As provided for under the terms of this Agreement, NCDHHS and the LHD agree to amend the following agreement provisions:

Add Subparagraph 9. under Section II. NCDHHS RESPONSIBILITIES, Paragraph A. Training, Consultation, and Support, as follows:

9. Per G.S. 143-300.8(b), "All local health departments shall enter into an annual agreement with the Department to provide environmental health services in accordance with Chapter 130A of the General Statutes. The annual agreement shall include a requirement for quality assurance for all environmental health services."

In order to address this requirement, by January 1, 2025, DPH Environmental Health Section shall convene a workgroup (EH Workgroup) of LHD environmental health staff and DPH Environmental Health Section staff to begin devising a statewide plan for quality assurance plans for the following programs: Onsite Wastewater, Private Drinking Water Wells, Childhood Lead Poisoning Prevention, Tannos, Public Swimming Pools, and Child Care and School Buildings. This EH Workgroup will develop templates for use by all local health departments to help create quality assurance in these environmental health programs. LHDs are already required to meet quality assurance requirements for Food and Lodging as set out in the Agreement Addendum for Activity 874 (AA874).

For the term of this agreement, this EH Workgroup plus meeting the quality assurance requirements for Food and Lodging as set out in AA874 will meet the requirement, pursuant to G.S. 143-300.8(b), for an annual agreement to provide environmental health services in accordance with G.S. Chapter 130A that includes a requirement for quality assurance for environmental health services.

Add Subparagraph 3. under Section III. FUNDING STIPULATIONS, Paragraph A. Use of Funds, as follows:

3. **Required Reporting Certifications:** Per the revised Uniform Guidance, 2 CFR 200, if awarded federal pass-through funds, the LHD as well as all subgrantees of the LHD must certify the following whenever 1) applying for funds, 2) requesting payment, and 3) submitting financial reports:

"I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812."

Add Subparagraph 7. under Section IV. FISCAL CONTROL, Paragraph C, as follows:

7. **Reporting Required Subcontract Information:** In accordance with revised NCDHHS guidelines effective October 1, 2024, the Local Health Department (LHD) must provide the information listed below for every subcontract from the LHD providing DPH and DCFV funding to carry out any or all of an Agreement Addendum's work. This is for all Agreement Addenda executed on or after October 1, 2024.

Subcontracts are contracts or agreements issued by the LHD to a vendor ("Subcontractor") or a pass-through entity ("Subrecipient").

Subcontractors are vendors hired by the LHD via a contract to provide a good or service required by the LHD to perform or accomplish specific work outlined in the executed Agreement Addendum (A.A). For example, if the LHD needed to build a data system to satisfy reporting requirements of an A.A, the vendor hired by the LHD to build the data system would be a Subcontractor. Reference Section F. 3. for the definition of "Vendor." However, not all Vendors are considered Subcontractors. Entities performing general administrative services to the LHD are not considered Subcontractors, e.g., certified professional accountants.

Subrecipients of the LHD that receive DPH or DCFV pass-through funding from the LHD via a contract or agreement to carry out all or a portion of the programmatic responsibilities outlined in the executed Agreement Addendum, Reference Section F. 1. and F. 2. for definitions of "Subrecipient" and the "Subrecipient relationship." Subrecipients are also referred to as Subgrantees in NCAC.

From October 1, 2024, the following information must be provided to the relevant Agreement Addendum's DPH Program Contract prior to the entity being awarded a contract or grant from the LHD:

- Organization or Individual's Name (if an individual, include the person's title)
- EIN or Tax ID
- Street Address or PO Box
- City, State and ZIP Code
- Contact Name
- Contact Email
- Contact Telephone
- Fiscal Year End Date (of the entity)
- State whether the entity is functioning as a Subrecipient or as a Subcontractor of the LHD.

All other terms and conditions as set forth in the original Consolidated Agreement shall remain in effect for the duration of this Agreement.

In witness whereof, LHD, DCFV, and DPH have executed this Amendment 1 to the Consolidated Agreement.

Duplin County Health Department

North Carolina Department of Health and Human Services, Division of Public Health

[Signature]
Health & Human Services Director
Date: 10.31.2024

Division Director

Date

[Signature]
Finance Director
Date: 11.18.24

North Carolina Department of Health and Human Services, Division of Child and Family Well-Being

Division Director

Date

(This Amendment 1 to the Consolidated Agreement requires the County Official signature if it was included on the Consolidated Agreement.)

Division of Child and Family Well-Being Agreement Addendum FY 24-25

Duplin County Health Department
Local Health Department Legal Name

403 WIC
Activity Number and Description

06/01/2024 - 05/31/2025
Service Period

07/01/2024 - 06/30/2025
Payment Period

Community Nutrition Services Section/ WIC
DCFW Section/ Unit Name

Kimberly Lovenduski (919) 218-3654,
kim.lovenduski@dhs.nc.gov
DCFW Program Contact
(name, phone number, and email)

DCFW Program Signature
(only required for a negotiable Agreement Addendum)

Date

Original Agreement Addendum
 Agreement Addendum Revision # 4

I. Background:
No change.

II. Purpose:
This Agreement Addendum Revision #4, adjusts funding to the Local Health Departments (LHD), that have either increased WIC participation above their initial caseload assignment or had participation decrease below 97% during the assessment period of May - June 2024, and July 2024 preliminary data, during SFY25, as defined in the original Agreement Addendum's Attachment A.
These funding increases, applicable from October 1, 2024 through May 31, 2025, will enhance the LHD's ability to continue with the objective of the Special Supplemental Nutrition Program for WIC, which is to provide supplemental nutritious foods, nutrition education, and referrals to health care for low-income persons during critical periods of growth and development.

III. Scope of Work and Deliverables:
As of October 1, 2024, this Agreement Addendum Revision #4 replaces Paragraph 2 in its entirety with the following:

2. The Local Health Department shall maintain active participation in the WIC Program, which is at least 97% of the base caseload. From October 1, 2024 through May 31, 2025, the updated base caseload for the Local Health Department's local WIC agency is provided in Attachment A-1 (in this Agreement Addendum Revision #4).

Health Director Signature (use blue ink or verifiable digital signature) _____ Date _____

LHD to complete (for DPH in contact to use follow-up information is needed.) LHD program contact name: _____
Phone and email address: _____

Signature on this page signifies you have read and accepted all pages of this document. Template rev. October 2023

I. Performance Measures / Reporting Requirements:
As of October 1, 2024, this Agreement Addendum Revision #4 replaces Subparagraph a. under Paragraph 1. Performance Measures in its entirety with the following:

- a. Maintain active participation in the WIC Program, which is at least 97% of the base caseload. The base caseload for the Local Health Department's local WIC agency is provided in:
 1. For the period October 1, 2024 through May 31, 2025, Attachment A-1 (in the Agreement Addendum Revision #4).

II. Performance Monitoring and Quality Assurance:
No change.

III. Funding Guidelines or Restrictions:
As of October 1, 2024, this Agreement Addendum Revision #4 replaces Paragraph 2 in its entirety with the following:

- 2. With the signed original Agreement Addendum, the LHD must complete Attachment B, "WIC Budget Page" to allocate funds among the four WIC activities (Client Services, Breastfeeding Promotion, Nutrition Education, and General Administration).
This Attachment B will remain in effect for the duration of the Agreement Addendum.
The LHD must follow the instructions on the Budget Page so that the total allocations match the total on the Budgetary Estimate.
Local WIC agencies must meet the minimum/maximum thresholds as applicable for specific program areas.
The WIC Budget Page form is to be signed and returned with the WIC Agreement Addendum to the Division's Contract Unit.
With the signed Agreement Addendum Revision #4, if the Local Health Department chooses to distribute the Revision's additional funds among the four WIC activities, adhering to threshold requirements, it may do so by completing the budgetary realignment request utilizing the WIC budget revision form and submitting it to the Nutrition Services Branch's State Office.
Refer to the original Agreement Addendum WIC Budget Page, if the Local Health Department chooses to realign funds among the four WIC activities (Client Services, Breastfeeding Promotion, Nutrition Education, and General Administration).

As of October 1, 2024, this Agreement Addendum Revision #4 adds Paragraph 8, as follows:

8. Adjusted funds delineated by the code "2D15403-3025" have been placed in the 'Client Services' category of the WIC budget.

SFY24-25 Base Case/Load October 1, 2024 - May 31, 2025 Attachment A-1

FY25 - FAS federal award supplement Activity Nbr + Name: 403 WIC This FAS is accompanying an AA+BE or an AA Revision+BE Revision. FAS Number + Reason: 6 Special Supplemental Nutrition Program for Women, Infants and Children CEFA Nbr + Name: 10.557 Special Supplemental Nutrition Program for Women, Infants and Children Is award R&D?: NO FAIN: 255NCT05W1003 IDC rate: n/a Fed awd total amt: \$13,495,774

Table with columns: Subrecipient, Subrecipient's UEI, Federal funds from grant listed above, Total federal funds for entire activity, Subrecipient, Subrecipient's UEI, Federal funds from grant listed above, Total federal funds for entire activity. Includes rows for Alabama, Albany, Alexander, Anson, Appalachian, Beaufort, Bladen, Brunswick, Buncombe, Burke, Cabarrus, Caldwell, Carteret, Caswell, Catawba, Chatham, Cherokee, Clay, Cleveland, Columbus, Craven, Dare, Davidson, Davie, Duplin, Durham, Edgecombe, Foothills, Forsyth, Franklin, Graham, Granville-Vance, Guilford, Harnett, Haywood, Henderson, Hoke, Hyde, Iredell, Johnston, Jones, Lee, Lenoir, Lincoln, Macon, Madison, Mecklenburg, Montgomery, Moore, M-T-W District, Nash, New Hanover, Northampton, Onslow, Pamlico, Pender, Person, Polk, Randolph, Richmond, Robeson, Rockingham, Rowan, Sampson, Scotland, Stanly, Stokes, Surry, Swain, Toe River District, Transylvania, Union, Wake, Warren, Wayne, Wilkes, Wilson, Yadkin, Yancey.

CAPITAL PROJECT ORDINANCE AMENDMENT

BE IT ORDAINED by the Board of Commissioners of the County of Duplin, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital project ordinance amendment is hereby adopted:

Section 1: The project authorized is the Economic Development Commission Infrastructure Improvements, including but not limited to, product development and anticipated project budget shortfalls in the Directed Grant Regional Economic Development Reserve (Fund 4992-EDC State Reserve) and adopted on July 15, 2024

Section 2: An amendment is required to accept the North Carolina's Southeast Industrial Site Enhancement Program (SEEP) Grant for entranceway improvements within AirPark Business and Industrial Park.

Section 3: The officers of this unit are hereby directed to proceed with the capital project amendment within the terms of the budget contained herein.

Section 4: The following amounts are appropriated for the project:

Table with 3 columns: Line Item, Description, Appropriation. Rows include Engineering Services, Construction, Contingency, Utilities, Permits, and Total.

Section 5: The following revenues are anticipated to be available to complete this project:

Table with 3 columns: Line Item, Description, Appropriation. Rows include NCSE SEEP Grant, EDC State Reserve, and Total.

Section 6: The finance officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 7: Funds may be advanced from the General Fund for the purpose of making payments as due.

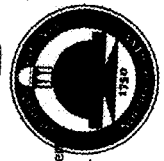
Section 8: The budget officer is directed to include project revenue and expenditures in the budget report to the board.

Section 9: Copies of the capital project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted, this 18 day of November, 2024

Deater Edwards, Chairman, Board of Commissioners

Jaime W. Carr, Clerk to the Board of Commissioners



BA # Duplin County Budget Amendment

Department Title: Health; Department Head's Signature: Tracey Simmons - Komegaya / Billie Jo Dunn

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested: Budget additional money for WIC program

Table with 5 columns: Revenue code, Revenue Amount, Line Item Description, Expense code, Expense Amount. Includes a Total row.

Finance Signature, Date Approved, Manager Signature, Date Approved, Commissioner Approval, Date Approved

11/12/2024

THE SOUTHEASTERN PARTNERSHIP, INC.

SUBGRANT AGREEMENT

This Subgrant Agreement ("Agreement") is hereby entered into by and between **The Southeastern Partnership, Inc.**, a North Carolina nonprofit corporation (the "Subgrantor"), and **Duplin County Economic Development Commission**, a body politic and corporate of the State of North Carolina, (the "Subrecipient") (referred to collectively as the "Parties").

RECIPIALS

WHEREAS, Subgrantor has received a grant ("Grant") from the North Carolina Office of State Budget and Management ("OSBM"), the proceeds of which are to be allocated for the purpose of funding, in whole or in part, the evaluation or improvement of existing and new industrial sites, construction or renovation of buildings for industrial use, and the analysis/marketing/oversight pertinent to spurring new economic growth and development within the NCSE footprint; and

WHEREAS, Subrecipient has applied for funds out of the Grant (the "Subgrant") to be used to fund the project identified in the Scope of Work attached hereto as **Exhibit A** (the "Project"); and

WHEREAS, Subgrantor has approved Subrecipient's application and has agreed, on and subject to the terms, provisions, and conditions contained in this Agreement, to make a Subgrant to Subrecipient in an amount not to exceed One Hundred Five Thousand and 00/100 Dollars (\$105,000.00) (the "Maximum Subgrant Amount"), the proceeds of which will be used to fund the Project in whole or in part.

NOW, THEREFORE, for and in consideration of the premises, the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. SUBGRANT. Subject to the terms and conditions of this Agreement, Subgrantor agrees to reimburse Subrecipient up to the Maximum Subgrant Amount for costs incurred in connection with the Project described in the Scope of Work either in one (1) lump sum upon completion of the work or pursuant to multiple reimbursement requests, in either case, in accordance with the reimbursement provisions set forth in the Scope of Work and this Agreement. Notwithstanding anything to the contrary in this Agreement, the Maximum Subgrant Amount shall not exceed One Hundred Five Thousand and 00/100 Dollars (\$105,000.00).

2. PERIOD OF PERFORMANCE. Subrecipient's performance period for this Agreement shall commence on delivery by Subgrantor to Subrecipient of written notice to proceed with the Project and shall continue through April 30, 2026 (the "Estimated Completion Date"). If the Project falls behind schedule by more than one hundred twenty (120) days, Subgrantor may, in its sole discretion, terminate the Subgrant.

3. SUBRECIPIENTS' REPRESENTATIONS, WARRANTIES, AND COVENANTS.

(a) Organization, Status and Authority. Subrecipient (i) is duly organized, validly existing, and in good standing under the laws of the state of its formation, (ii) has the power, authority, and legal right to carry on the business conducted by it and to engage in the transactions contemplated by this Agreement, and (iii) has taken all action necessary to authorize the execution and delivery of this Agreement and the performance of all of its obligations thereunder.

(b) Valid Execution and Delivery. This Agreement has been duly executed and delivered by Subrecipient and is the legal, valid, and binding obligation of Subrecipient and is enforceable in accordance with its terms.

(c) No Violations, Conflicts or Liens. The execution and delivery by Subrecipient of this Agreement, and the performance of its obligations thereunder, will not (i) violate any provision of the organizational documents of Subrecipient or any indenture, agreement, or other instrument to which Subrecipient is a party, (ii) be in conflict with, result in a breach of, or constitute (with lapse of time or the giving of notice, or both) a default under, any such organizational document, indenture, agreement or other instrument, or (iii) require action or approval by any third person or any governmental authority that has not already been obtained.

(d) Permits, Approvals, Environmental Matters and Contracts. All presently obtainable public and private consents, permits, licenses, and approvals necessary or required to undertake the Scope of Work have been obtained, and Subrecipient is not aware of any facts which indicate that any such consents, permits, licenses, and approvals to be issued in the future will not be obtainable when requested.

(e) Plans. The final plans and specifications for the Project will comply with all applicable covenants, restrictions, laws, ordinances, rules and regulations, all applicable government authorities, and the beneficiaries of any applicable restrictive covenants.

(f) Vendor Payments. Subrecipient will pay on or before the date all vendor bills incurred by it in connection with the Project and will indemnify and hold Subgrantor harmless from any claim arising from or related to any such vendor bill.

(g) Compliance with Laws. Subrecipient will ensure that the Project proceeds in compliance with all applicable zoning ordinances, building codes, and all other applicable local, regional, state and federal laws, rules, regulations, ordinances, and/or requirements, and will ensure that all governmental permits, licenses, and approvals required in connection with the Project are obtained.

(h) Subrecipient has obtained a guaranteed match of at least twenty percent (20%) of the Subgrant amount as set forth in Exhibit B.

(i) The Subrecipient's Scope of Work attached as Exhibit A is a complete and concise scope of goods or services supported by this Agreement and is consistent with language in S.L. 2021-180, as amended by S.L. 2021-189.

and obligated on or before the notice of Agreement termination, thereby enabling Subgrantor to reimburse Subrecipient for such services and goods.

(o) Subrecipient covenants and agrees that the following text and logo will appear on or be included in all Project materials:

(i) "North Carolina's Southeast provided funding for this project via an appropriation from the State of North Carolina."

(ii) Logo -- see attached Exhibit F.

4. **SUBGRANTOR'S DUTIES:**

(a) The Subgrantor shall ensure that funds allocated and disbursed pursuant to Session Law 2021-180, as amended by S.L. 2021-189, comply with the intent and guidance found in these Session Laws and ensure compliance with related state statutes and financial management standards.

(b) The Subgrantor shall:

(i) Require Subrecipient to submit along with its request for reimbursement described in Section 5 a financial and performance reporting document that incorporates the requirements of 9 N.C.A.C. Subchapter 3M.0205 and require the Subrecipient to:

- (A) Certify that cost reimbursement requests were incurred for the intended purpose.
- (B) Provide an accounting for expenses incurred.
- (C) Provide activities, accomplishments, and performance measures.
- (D) Provide supporting invoices, contracts, payroll information or other documents to support expenditures.

A copy of the Quarterly Grant Performance Report is attached hereto as Exhibit G. The required financial data to be reported by Subrecipient shall be entered in the format to be provided to Subrecipient by Subgrantor at a later date.

- (ii) Provide a secure method for submitting financial and performance reports.
- (iii) Conduct financial and performance monitoring until the contract is completed.
- (iv) Subject to Section 2 above, extend the term of this Agreement in the discretion of Subgrantor.

5. **SUBRECIPIENT REIMBURSEMENT.** Upon satisfaction of the Conditions to Reimbursement set forth in Section 6 below, the reimbursement timing requirements established in the Scope of Work, and submission of a duly completed, signed, and certified Reimbursement

(j) The Subrecipient agrees to use the Subgrant funds in accordance with cost items set forth in the Subrecipient's budget, incorporated in Exhibit A (the "Budget"). Subrecipient may reallocate and/or redistribute among budgeted items up to ten percent (10%) in overall budget costs without the express written permission of the Subgrantor. Subrecipient represents and warrants that the Budget has been prepared by Subrecipient, and Subrecipient represents to Subgrantor that it does include all costs and expenses (the "Aggregate Cost") incident to the Project through the Estimated Completion Date. Subgrantor shall not be required to reimburse Subrecipient for any cost not set forth in the Budget.

(k) The Subrecipient understands and acknowledges that total subgrant funding available under this Agreement will not exceed One Hundred Five Thousand and 00/100 Dollars (\$105,000.00). The Subrecipient acknowledges that it has provided the following additional documentation to Subgrantor as Exhibits to this Agreement:

- (i) Internal Revenue Service W-9 form (includes address, Tax ID) -- Exhibit C;
- (ii) Policy addressing conflicts of interest -- Exhibit D; and
- (iii) ~~SWORN~~ Statement of no overdue tax debts -- Exhibit E.

(l) The Subrecipient understands and acknowledges that compliance with (i) all statutory provisions outlined in G.S. 143C-6-22 - Use of State funds by non-State entities, (ii) the regulatory provisions of 9 N.C.A.C. Subchapter 3M, and (iii) the requirements found in S.L. 2021-180, Section 5.2, 5.3, and 40.8 as amended by S.L. 2021-189 is required and covenants to comply therewith.

(m) The Subrecipient covenants and agrees that:

- (i) All Subgrant funds will be used for nonsectarian, nonreligious purposes only.
- (ii) No Subgrant funds may be used for the annual salary of any individual employee of a nonprofit organization.
- (iii) It will submit to Subgrantor within three (3) calendar days after the end of each calendar quarter reports on performance documenting progress in accordance with the project timeline submitted by Subrecipient.
- (iv) It will submit a final report on financial and performance progress in accordance with Sections 4(b) and 7(e).
- (v) It will comply with 9 N.C.A.C. Subchapter 3M.0205.

(n) Pursuant to G.S. 143C-6-8, the Subrecipient understands and agrees that funding shall be subject to the availability of appropriated funds. In the event of Agreement termination due to lack of adequate appropriated funds, the North Carolina Office of State Budget and Management ("Agency") will ensure that it will pay Subgrantor for services and goods acquired

Request Form, a form of which will be provided to Subrecipient upon request, accompanied by all supporting documentation. Subgrantor shall reimburse Subrecipient for the expenses identified in such Reimbursement Request Form within thirty (30) days after receiving such Reimbursement Request. Reimbursements shall be made by corporate check.

6. CONDITIONS TO REIMBURSEMENT. Subgrantor shall not be obligated to satisfy a Request for Reimbursement until all the following conditions have been satisfied by proper evidence, execution and/or delivery to Subgrantor of the following items, all in form and substance satisfactory to Subgrantor:

- (a) Subrecipient is in good financial standing with Subgrantor and has paid its annual fiscal year assessment.
- (b) Insurance. If requested, originals of the following insurance policies with respect to the Project, together with paid premium receipts, each of which policies shall (i) be issued by companies, contain terms, and provide coverages of types and in amounts, as are satisfactory to Subgrantor, (ii) include provisions for a minimum 30-day advance written notice to Subgrantor of any cancellation, reduction in coverage or other modification, and (iii) designate Subgrantor as an additional insured:
 - (i) If applicable, an "all-risk," non-reporting builder's risk insurance policy;
 - (ii) A workmen's compensation insurance policy (provided by the contractor);
 - (iii) If applicable, a flood insurance policy or evidence that no portion of the Project is located within an area designated as a flood hazard area under the Flood Disaster Protection Act of 1973;
 - (iv) A liability insurance policy; and
 - (v) Such other insurance as may be required by Subgrantor.

(c) Compliance with Laws. Evidence that the construction, use, and development of the Project comply with all applicable federal, state, regional and local laws, rules, regulations and ordinances including, without limitation, environmental laws, and that all governmental and private permits, licenses, and approvals necessary for the construction, use, and development of the Project have been obtained.

(d) Permits. Copies of any and all permits required in connection with the Project, together with evidence that all fees for such permits have been paid.

(e) Continuing Representations and Warranties. All of the representations, warranties, and covenants of Subrecipient set forth herein shall be true and correct on and as of the date of the reimbursement request with the same effect as if made on such date.

(f) Satisfaction of Prior Conditions. All conditions of any/all previous reimbursement(s) shall have been, and shall remain, satisfied.

- (g) No Defaults. There shall be no default under this Agreement.
- (h) Additional Items. Subgrantor shall have received the following additional items, all in form and substance acceptable to Subgrantor and its counsel:
 - (i) If applicable, a certificate of the inspector acceptable to Subgrantor.
 - (ii) If requested by Subgrantor, written acknowledgements from any contractor and all materialmen dealing directly with Subrecipient of payment and releases of liens and rights to claim liens through the date of the last preceding reimbursement (and concurrently with the final reimbursement).
 - (iii) If requested by Subgrantor, evidence that the then-completed portion of the Project, (A) to the extent required, has been duly inspected and approved by all governmental and regulatory authorities, and (B) complies with all applicable zoning ordinances, building codes and all other applicable federal, state, regional and local laws, rules, regulations, and/or requirements.

7. FUNDS MANAGEMENT.

The Subrecipient agrees that funds received and expended through this Agreement shall be subject to the following:

- (a) All accounts payable disbursements, check register disbursements and related transactions shall be managed in a detailed manner that supports fully transparent accounting of all financial transactions associated with the funding allocations described in Section 3 above.
- (b) If eligible, the Subrecipient shall:
 - (i) Exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their final project status report.
 - (c) Reported, documented, and certified pursuant to and in accordance with the requirements set forth in Section 4(b) above.

8. POST-GRANT AWARD DOCUMENTATION REQUIREMENTS.

The Subrecipient agrees to submit the report required pursuant to Sections 4(b) and 7(c) when it submits its request for reimbursement pursuant to Section 5. The method for reporting is described in Exhibit G and the format for required financial/expense reporting will be provided by Subgrantor upon request. All reports and supporting documents shall include the Subrecipient information and shall be submitted as prescribed to the Subgrantor.

The Subrecipient agrees that all program activity results information reported shall be subject to review and authentication as described in Section 10 and Subrecipient will provide access to work papers, receipts, invoices, and reporting records, if requested by the Subgrantor or the OSBM, as the OSBM executes any monitoring or internal audit responsibilities.

9. AGREEMENT ADMINISTRATORS.

All notices permitted or required to be given by one Party to the other and all questions about the Agreement from one Party to the other shall be addressed and delivered to the other Party's Agreement Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Agreement Administrators are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Agreement Administrator by giving timely written notice to the other Party.

Subrecipient and Subgrantor Point of Contact	
Subrecipient Contract Administrator	Subgrantor Contract Administrator
Name: Scotty Summerlin	Steve Yost
Address: 260 Airport Road; PO Box 950 Kenansville, NC 28349	The Southeastern Partnership, Inc. 707 W. Broad Street
Email: scott.summerlin@duplincountync.com	Elizabethtown, NC 28337
Office: (910) 296-2182	Phone: (910) 862-8511
Mobile: (910) 385-6236	Mobile Phone: (910) 991-5689
Fiscal year end date: 6/30	Email: stevey@ncse.org

10. MONITORING AND AUDITING.

The Subrecipient acknowledges and agrees that, from and after the date of execution of this Agreement and for five (5) years following its termination, the books, records, documents, and facilities of the Subrecipient are subject to being audited, inspected and monitored at any time by the OSBM upon its request (whether in writing or otherwise). The Subrecipient further agrees to provide OSBM staff and staff of the Office of State Auditor with access to financial and accounting records to support internal audit, financial reporting and related requirements.

The Subrecipient acknowledges and agrees that, regarding the Subgrant funds, it will be subject to the audit and reporting requirements prescribed in G.S. 159-34, Local Government Finance Act - Annual Independent Audit, rules, and regulations. Such audit and reporting requirements may vary depending upon the amount and source of grant funding received by the Subrecipient and are subject to change.

11. TAXES.

The Subrecipient shall be considered to be an independent Subrecipient and as such shall be responsible for all applicable taxes. The Subrecipient agrees to provide the Subgrantor with the Subrecipient's correct taxpayer identification number upon the execution of this Agreement. The Subrecipient agrees that failure to provide the Subgrantor with a correct taxpayer identification number authorizes the Subgrantor to withhold any amount due and payable under this Agreement.

12. SITUS.

This Agreement shall be governed by and construed in accordance with the laws of North Carolina and any claim for breach or enforcement of this Agreement shall be filed in State court in Bladen County, North Carolina.

13. COMPLIANCE WITH LAW.

The Subrecipient shall remain independent of and from Subgrantor and as such shall be wholly responsible for the scope of work to be performed under this Agreement and for the supervision of its employees, assistants, contractors, and subcontractors. The Subrecipient represents that it has or will secure, at its own expense, all personnel required to perform the services under this Agreement. Such employees or contractors shall not be employees of or have any individual contractual relationship with the Subgrantor or OSBM. The Subrecipient shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements, and other regulatory matters that are applicable to the conduct of its business and work performance under this Agreement, including those of Federal, State, and local agencies having appropriate jurisdiction.

The Subrecipient acknowledges and agrees that, in its conduct under this Agreement and in connection with any and all expenditures of Subgrant funds made by it, it shall comply with the cost principles enunciated in the Code of Federal Regulations, 2 CFR, Part 200. The Subrecipient further acknowledges and agrees that, if it grants any of the Subgrant funds awarded hereunder to one or more sub-sub-recipients, the Subrecipient shall, by contract, ensure that said cost principles are made applicable to and binding upon any and all such sub-sub-recipients, etc. in their handling, use and expenditure of the funds awarded to the Subrecipient hereunder.

14. TERMINATION OF AGREEMENT.

This Agreement may be terminated by mutual consent upon thirty (30) days prior written notice to the other Party, or as otherwise provided by law or this Agreement. As soon as reasonably possible following termination of this Agreement, the amount of any residual unexpended funds shall be transferred to the Subgrantor.

Subgrantor may terminate this Agreement upon five (5) days prior written notice to Subrecipient if Subgrantor determines in its sole discretion that the Project is not likely to move forward or progress on a timely basis.

15. AMENDMENTS.

This Agreement may only be amended in a writing which documents approval of changes by both the Subgrantor and the Subrecipient.

16. AGREEMENT CLOSE-OUT PROCESS.

The Subrecipient agrees to submit to the Subgrantor a complete performance and expenditure status report (final report) within thirty (30) days after the completion of the Project or final expenditure date, whichever is later.

17. AUTHORIZED SIGNATURE WARRANTY.

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this Agreement. In Witness Whereof, the Subrecipient and the Subgrantor have executed this Agreement in duplicate originals, with one original being retained by each Party.

SUBRECIPIENT:

DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION, a body politic and corporate of the State of North Carolina

By: *Dexter B. Edwards*

Name: Dexter B. Edwards

Date: 11.18.2024

SUBGRANTOR:

THE SOUTHEASTERN PARTNERSHIP, INC., a North Carolina nonprofit corporation

By: *Steve Yost*

Name: Steve Yost, President

Date: 11/5/2024

Subrecipient will be deemed noncompliant if its final report is not submitted within the 30-day period stated above. Once the complete final performance and financial status report package has been received and evaluated by both the Subgrantor and OSBM, the Subrecipient will receive official notification of Agreement close-out. The letter will inform the Subrecipient that the Subgrantor is officially closing the Agreement and retaining all Agreement files and related material for a period of five (5) years or until all audit exceptions have been resolved, whichever is longer.

[Signatures on following page.]

Exhibit A

Scope of Work and Budget
(See attached)

PROJECT TITLE:	AirPark Business & Industry Center Entrance Way Improvements
APPLICANT ORGANIZATION:	Duplin County Economic Development Commission
APPLICANT CONTACT:	Scotty Summerlin, Executive Director
PROJECT DESCRIPTION:	AirPark, being Duplin County's premier Business and Industrial Park has embarked on an extensive Parkwide (Airport and AirPark) improvements project. Improvements are being made to create site ready locations within the Park. Utility extensions are being installed in order to better market Duplin County as an area to establish, operate, and grow businesses. The present entrance to the Park is approaching 30 years old and due to its age and condition does not accurately and effectively reflect the positive and professional characteristics of the Airport and AirPark. The Project will allow the Duplin County Economic Development Commission to better showcase and market AirPark. Product development is a key role of North Carolina's Southeast and this project will align with the County's plans to build out utilities and a shell building at AirPark. AirPark's entrance ways must demonstrate that goal which will further ensure successful development of AirPark.
DESIRED OUTCOME:	Project outcomes include the construction of two (2) new entrance ways to AirPark which will accurately reflect the high level of professionalism and offerings of the Park. One entrance way (Bowdens Road) is a demolition and upgrade to a nearly 30-year old entrance. The second entrance way (W. Best Road) is a completely new entrance way associated with the utility improvements underway at AirPark. Welcoming, professional and modern entrance ways and signage are a must-have to demonstrate to potential client/tenants that AirPark is ready for growth.
PDF GRANT AMOUNT REQUESTED:	\$105,000.00
PROJECT COSTS:	
TOTAL PROJECT BUDGET:	\$240,000.00
PROJECT BUDGET DESCRIPTION:	Total estimated project cost is \$240,000.00. The project includes upgrading one existing entranceway and sign AND construction of a second entranceway and sign to further showcase and market the Duplin AirPark Business and Industrial Park. The work will include demolition, construction of new signage, roadway improvements, landscaping, design/administrative, and permitting. Duplin County requests \$105,000.00 from the NCSE Region and will utilize \$21,000.00 of its own funds from a State directed grant for infrastructure improvements for economic development purposes.
LOCAL MATCH AMOUNT:	\$21,000.00
LOCAL MATCH DESCRIPTION:	Duplin County State Directed Allocation for Economic Development Infrastructure Improvements
FINANCIAL STRATEGIC PARTNERS:	NCSE Duplin County
ESTIMATED COMPLETION DATE:	9/30/2025

000181

Exhibit C
Subrecipient's W-9
(See attached)

Amount
\$21,000

Exhibit B
Match Guarantee

Local Match Guarantor
Duplin County

Exhibit D

Conflict of Interest Policy

(See attached)



*Duplin County Personnel Policies:
Section 7. Conflict of Interest*

The credibility of local government rests heavily upon the confidence which citizens have in public officials and employees to render fair and impartial services to all citizens without regard to personal interest and/or political influence. Thus County officials and employees must scrupulously avoid any activity which may suggest a conflict of interest between their private interests and County responsibilities. Elected officials and employees of the County, or their family members, shall not engage or have financial interest in any business or other activity which could reasonably lead to a conflict of interest with the official's or employee's primary County responsibilities.

Examples of activities which are not in accordance with this policy include, but are not limited to, the following:

- A. Activities which require the official or employee to interpret County laws, codes, ordinances, or regulations when such activity involves matters with which the official or employee has business and/or family ties.
- B. Using an official's or employee's authority, influence, or County position for the purpose of private or personal financial gain.
- C. The use of County time, facilities, equipment or supplies for the purpose of private or financial gain.
- D. Entering into a business transaction when it involves using confidential information gained in the course of employment.
- E. Accepting other employment or public office where it will affect the official's or employee's independence of judgment or require the use of confidential information gained as a result of County duties.
- F. Accepting rebates or procuring any financial gain through the bidding process or employment of outside personnel.
- G. No employee or official shall use or disclose information gained in the course of employment or by reason of position for purposes of advancing a financial or personal interest, for purposes of advancing a business entity which there is an ownership interest, for purposes of advancing a financial or personal interest of a household member or a family member, or for purposes of advancing any other private or political interest to the detriment of the County.
- H. No employee or official shall disclose confidential or privileged information concerning personnel matters, property, contract negotiations, litigation related matters, or other affairs of the County that are afforded protection under state law.
- I. No elected official shall require, either directly or indirectly, any employees of the County to campaign on his/her behalf as a condition of employment.
- J. No employees shall use County time or resources in promoting or advocating the election of any individual.

Any official or employee engaging in any activity involving either an actual or potential conflict of interest or having knowledge of such activity by another official or employee is encouraged to promptly report the activity to the County Manager, or if such activity be by the County Manager, to the Board Chair. The County Manager or Board Chair shall investigate the matter and make a determination as to whether or not an actual or potential conflict exists. If the County Manager or Board Chair determines a conflict exists, it shall be presumed that the continuation of the practice would be injurious to the effectiveness of the official or employee in carrying out his/her duties and responsibilities. In such cases the official or employee shall immediately terminate the conflicting activity or be subject to termination of employment or removal from office.

For the purposes of this policy, the term official shall include all elected and appointed officials of the county including, but not limited to, the County Board of Commissioners, other elected officials, and members of boards and commissions. Employee shall include any individual employed by the County on a full or part-time basis. Any County employee having knowledge of or a reason to know of a potential personal interest, or upon the discovery of a potential personal interest, has an affirmative duty to disclose such personal interest to the County Manager. Any attempt by any person, firm or corporation to influence the decision of a County employee with regard to County business must be reported to the County Manager. Nothing in this policy is intended to violate, supersede, or conflict with any applicable state or federal laws regarding conflicts of interest in public employment or disclosure requirements.

260 Airport Road Kenansville, NC 28349 | (910) 296-2180

State of North Carolina - No Overdue Tax Debt

Exhibit E
Sworn Statement of No Overdue Tax Debt
(See attached)

....., 20__

Certification:

We certify that Duplin County Economic Development Commission does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level. We further understand that any person who makes a false statement in violation of N.C.G.S. 143-6.2(b)(2) is guilty of a criminal offense punishable as provided by N.C.G.S. 143-34(b).

Sworn Statement:

I, _____, being duly sworn, say that I am the _____ of Duplin County Economic Development Commission, a body politic and corporate of the State of North Carolina, and that the foregoing certification is true, accurate and complete to the best of my knowledge and was made and subscribed by me. I also acknowledge and understand that any misuse of State funds will be reported to the appropriate authorities for further action.

Name: _____
Title: _____

The State of North Carolina
County of _____

Sworn to and subscribed before me this day by _____

Date: _____
(Notary Signature and Seal)
My commission expires: _____

(Official Seal)

Exhibit G

Quarterly Grant Performance Report
(See attached)

Exhibit F

Specimen North Carolina's Southeast Logo



**State Construction and Infrastructure Fund (SCIF)
Grant Performance Report - Quarterly**

As required by your signed Subgrant Agreement with The Southeastern Partnership Inc., you must report on your use of SCIF Grant funds. This includes outlining activities, accomplishments, and performance measures associated with the grant.

Organization:

Date:

Reporting Period:

Name:

Please provide a report of activities and accomplishments related to your contract with The Southeastern Partnership, Inc. during this reporting period.

Please provide detail explanation to all modifications of your project completion timeline.

**CAPITAL PROJECT ORDINANCE
AMENDMENT**

BE IT ORDAINED by the Board of Commissioners of the County of Duplin, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital project ordinance amendment is hereby adopted:

Section 1: The project authorized is the Economic Development Commission Infrastructure Improvements, including but not limited to, product development and anticipated project budget shortfalls in the Directed Grant Regional Economic Development Reserve (Fund 4992-EDC State Reserve) and adopted on July 15, 2024.

Section 2: An amendment is required to accept the North Carolina's Southeast Industrial Site Enhancement Program (ISEP) Grant for entranceway improvements within AirPark Business and Industrial Park.

Section 3: The officers of this unit are hereby directed to proceed with the capital project amendment within the terms of the budget contained herein.

Section 4: The following amounts are appropriated for the project:

Line Item	Description	Appropriation
4992-41040	Engineering Services	\$1,804,500.00
4992-41060	Construction	\$9,660,000.00
4992-49910	Contingency	\$610,000.00
4992-43300	Utilities	\$25,000.00
4992-43990	Permits	\$5,500.00
Total		\$12,105,000.00

Section 5: The following revenues are anticipated to be available to complete this project:

Line Item	Description	Appropriation
4992-34982	NCSE ISEP Grant	\$105,000.00
4992-34980	EDC State Reserve	\$12,000,000.00
Total		\$12,105,000.00

Section 6: The finance officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records.

Section 7: Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 8: The budget officer is directed to include project revenue and expenditures in the budget report to the board.

Section 9: Copies of the capital project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted, this _____ day of _____, 20____

Dexter Edwards

Chairman, Board of Commissioners

Jaime W. Carr

Clerk to the Board of Commissioners

ATTEST: (seal)

RESOLUTION 2024 - 55

DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Resolution Approving Amendment #1 to the Program Ordinance and Resolution


WHEREAS, Duplin County wishes to carry out its State Acquisition Relocation Fund (SARF) Program in accordance with established state and federal administrative guidelines.

NOW, THEREFORE, the Duplin County Board of Commissioners hereby collectively adopts the following ordinance and resolution, and resolves that they be utilized during the administration of the Duplin County State Acquisition Relocation Fund (SARF) Program:

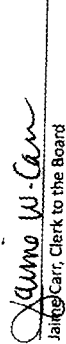
- 1. Project Budget Ordinance Amendment #1
- 2. Financial Management Resolution Amendment #1

Adopted this 18 day of November 2024.




 Dexter B. Edwards, Chairman
 Duplin County Board of Commissioners

ATTEST:


 Jaime W. Carr, Clerk to the Board

Duplin County
Budget Amendment

EDC


Department Title
Department Head's Signature
(form can be e-mailed to Finance from Dept. Head)

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:

Acceptance of KC Southeastern Partnership ISEP Grant for roadway improvements and allocate to appropriate line items within project budget.

Line Item Description	Amount	Line Item Description	Amount
NCSE ISEP Grant	105,000.00	4882-41940 Engineering Services	4,500.00
		4882-41960 Construction	95,000.00
		4882-41990 Contingency	10,000.00
		4882-43980 Permits	500.00
Total	105,000.00	Total	105,000.00

Finance Signature
Date Approved: _____

Manager Signature
Date Approved: _____

Commissioner Approval
Date Approved: _____

11/13/2024

RESOLUTION 2024 - 56

AMENDMENT #1 TO DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Financial Management Resolution

WHEREAS, Duplin County has received a State Acquisition Relocation Fund (SARF) Program grant, which now includes an additional allocation for Hazard Mitigation Grant Program 4393-0025 (SARF MOW 4393-0025) in the amount of \$1,149,500.00, increasing the total funding to \$2,178,000.00;

WHEREAS, the North Carolina Administrative Code regulations require that Duplin County designate a Grant Finance Officer and a depository for SARF Program funds;

NOW, THEREFORE, Duplin County hereby resolves the following:

1. Chelsey Lanier, Finance Department Head, will serve as Grant Finance Officer and will be responsible for the financial management of the program according to the requirements of the North Carolina Administrative Code and North Carolina General Statute requirements.
2. First Bank, Kenansville, NC, is hereby designated as the official depository for revenues budgeted for the SARF Program.

Adopted this 18 day of November, 2024.



Dexter B. Edwards
Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Jaime Carr, Clerk to the Board

AMENDMENT #1 TO DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Project Budget Ordinance

Be it ordained by the Duplin County Board of Commissioners, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following amendment to the SARF Program ordinance is hereby adopted:

Section 1. Amendment. The program authorized is the Duplin County State Acquisition Relocation Fund (SARF) Program, which now includes activities under the Hazard Mitigation Grant Program 4393-0025 (SARF MOW 4393-0025), as described in the work statement contained in the Memorandum of Agreement between Duplin County and the North Carolina Division of Emergency Management.

Section 2. Amendment. Duplin County staff is hereby directed to proceed with the grant program within the terms of the grant documents, the rules and regulations of the North Carolina Division of Emergency Management, and the updated budget contained herein.

Section 3. Amendment. The following revised revenues and resources are anticipated to be available to complete the program activities:

Original Budget Ordinance

Duplin County State Acquisition Relocation Fund (SARF) Program - 4393-0017

State \$1,028,500.00
Total \$1,028,500.00

Revised Budget Ordinance to add 4393-0025

Duplin County State Acquisition Relocation Fund (SARF) Program - 4393-0025

State \$1,149,500.00
Total \$1,149,500.00

Section 4. Amendment. The following revised amounts are appropriated for the program activities:

Original Program Budget

Duplin County State Acquisition Relocation Fund (SARF) Program - 4393-0017

Program Budget \$1,028,500.00

Revised Program Budget to add 4393-0025

Duplin County State Acquisition Relocation Fund (SARF) Program - 4393-0025

Program Budget \$1,149,500.00

Section 5-9. All other sections of the original ordinance remain unchanged.

Adopted this 18 day of November 2024.



Dexter B. Edwards
Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Jaime W. Carr
Jaime Carr, Clerk to the Board

DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Relocation Assistance Policy

WHEREAS, Duplin County has received Hazard Mitigation Grant Program (HMGP) funds from the North Carolina Division of Emergency Management to be used for the acquisition of residential property damaged during Hurricane Florence in September 2018; and,

WHEREAS, relocation assistance to displaced households is an approved activity under the terms of the HMGP grant agreement between the County and the North Carolina Division of Emergency Management; and,

WHEREAS, the County has also received award of State Acquisition Relocation Fund (SARF) Program funds from the North Carolina Division of Emergency Management to be used to provide supplementary relocation assistance to displaced homeowners; and,

WHEREAS, the County requires a formal policy establishing guidelines for the provision of SARF relocation benefits;

NOW, THEREFORE, BE IT RESOLVED:

Duplin County hereby adopts the following Relocation Assistance Policy, to be used during implementation of the SARF Program for Hurricane Florence:

A. HOMEOWNER RELOCATION ASSISTANCE

Eligibility. A residential owner-occupied household who occupied the dwelling unit as a primary residence at the time of the event (Hurricane Florence, September 2018); whose dwelling unit was located in a regulated Special Flood Hazard Area (SFHA); whose dwelling unit was approved for acquisition and acquired under the HMGP DR-4393 program; and whose annual household income is \$84,260 or less.

Replacement Property. Comparable replacement dwelling must:

- Meet HUD requirements for comparable decent, safe, and sanitary dwellings.
 - A comparable replacement home is:
 - Decent, safe, and sanitary.
 - Functionally equivalent to the participant's displacement dwelling.
 - Available for purchase.
 - Affordable. (i.e., having a monthly housing payment equal to or less than 30% of the participant's income).
 - Reasonably accessible to the participant's place of employment.
 - Generally as well located with respect to public and commercial facilities, such as schools and shopping, as the displacement dwelling.
 - Not subject to unreasonable adverse environmental conditions.

C. APPEALS

Any aggrieved person may file a written appeal with Duplin County in any case in which the person believes that the County has failed to properly consider the person's eligibility for assistance under this policy, or has not provided assistance properly in accordance with this policy. Such appeals shall be handled in accordance with the provisions of 49 CFR 24.10.

Adopted this 1st day of August 2022.

Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Davis H. Brinson, Clerk to the Board

- Available to all persons regardless of race, color, religion, sex, or national origin.
- Decent, safe, and sanitary housing meets local housing and occupancy requirements, and
 - Is structurally sound, weathertight, and in good repair.
 - Contains a safe, adequate electrical wiring system.
 - Has adequate living space for the occupants.
 - Has a kitchen with a sink, hot and cold running water, and connections for a stove and refrigerator.
- Has a separate, complete bathroom with hot and cold running water and sewage system.
- Has heating as required by climatic conditions.
- Has an unobstructed exit to safe, open space at ground level.
- Is free of any barriers that would preclude reasonable use of the unit, if occupant has a physical disability.
- Be located outside of floodplain areas as shown on the current Flood Insurance Rate Map (FIRM) (i.e., 100- and 500-year floodplain).
 - If not possible, the County will certify that no appropriate housing or housing sites are available outside of the floodplain, and will seek approval by NCEM.
- Quality as "real property." Modular units are acceptable if they are permanently affixed to real property. Manufactured homes will not be considered real property for the purpose of this program.
- Relocation must be within the State of North Carolina.

Terms and Limits of Assistance. The terms of SARF-funded replacement housing assistance shall be as outlined in the Duplin County SARF Program Memorandum of Agreement (DRAS369-FR04B19):

- **Replacement Housing Assistance:** Eligible homeowners may be offered a gap payment in an amount up to but not exceeding \$50,000, which amount is the lesser of the difference in acquisition cost of the displacement dwelling and a comparable replacement dwelling (described above), OR the difference of acquisition cost of the displacement dwelling and the actual replacement dwelling selected by the displaced homeowner. Actual replacement dwelling must also meet the definition of a comparable replacement dwelling as described herein.
- **Relocation (Moving Expense) Assistance:** Eligible homeowners may be provided with up to but not exceeding \$5,000 in moving expense assistance, based upon the most current Federal Highway Administration, Fixed Residential Moving Cost Schedule for North Carolina, and further based upon the number of rooms of furniture in the displacement dwelling.

B. BASIC RIGHTS OF DISPLACED PERSONS

Duplin County shall not require any displaced person to accept a dwelling provided by the County under these procedures (unless the County and the displaced person have entered into a contract to do so) in lieu of any relocation payment for which the person may otherwise be eligible.

**DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Financial Management Resolution**


WHEREAS, Duplin County has received a State Acquisition Relocation Fund (SARF) program grant in the amount of \$1,028,500.00;


WHEREAS, the North Carolina Administrative Code regulations require that Duplin County designate a Grant Finance Officer and a depository for SARF Program funds;

NOW, THEREFORE, Duplin County hereby resolves the following:

- (1) Tracy Chestnutt, Finance Department Head, will serve as Grant Finance Officer, and will be responsible for financial management of the program according to the requirements of the North Carolina Administrative Code and North Carolina General Statute requirements.
- (2) First Bank, Kenansville, NC, is hereby designated as the official depository for revenues budgeted for the SARF Program.

Adopted this 1st day of August 2022.


Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:

Davis H. Brinson, Clerk to the Board

**DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Project Budget Ordinance**

Be it ordained by the Duplin County Board of Commissioners, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant program ordinance is hereby adopted:

Section 1. The program authorized is the Duplin County State Acquisition Relocation Fund (SARF) Program described in the work statement contained in the Memorandum of Agreement (DRAS369-FRQ4819) between Duplin County and the North Carolina Division of Emergency Management. This program is more familiarly known as the Duplin County SARF Program.

Section 2. Duplin County staff is hereby directed to proceed with the grant program within the terms of the grant document(s), the rules and regulations of the North Carolina Division of Emergency Management, and the budget contained herein.

Section 3. The following revenues and resources are anticipated to be available to complete the program activities:

Duplin County State Acquisition Relocation Fund (SARF) Program

State	\$1,028,500.00
Total	\$1,028,500.00

Section 4. The following amounts are appropriated for the program activities:

Duplin County State Acquisition Relocation Fund (SARF) Program

Program Budget	\$1,028,500.00
----------------	----------------

Section 5. The Grant Finance Officer is hereby directed to maintain within the Grant Program Fund sufficient specific detailed accounting records to provide the accounting to the North Carolina Division of Emergency Management required by the Memorandum of Agreement and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the North Carolina Division of Emergency Management in an orderly and timely manner.

Section 7. The Grant Finance Officer is directed to report quarterly on the financial status of each program element in Section 4 and on the total grant revenues received or claimed.

**DUPLIN COUNTY STATE ACQUISITION RELOCATION FUND (SARF) PROGRAM
Resolution Approving Program Ordinance/Resolution/Policy**

WHEREAS, Duplin County wishes to carry out its State Acquisition Relocation Fund (SARF) Program in accordance with established state and federal administrative guidelines.

NOW, THEREFORE, the Duplin County Board of Commissioners hereby collectively adopts the following ordinance, resolution, and policy, and resolves that they be utilized during the administration of the Duplin County State Acquisition Relocation Fund (SARF) Program:

1. Project Budget Ordinance
2. Financial Management Resolution
3. Relocation Assistance Policy

Adopted this 1st day of August 2022.



Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:



Davis H. Brinson, Clerk to the Board

Section 8. The Grant Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant program in every budget submission made to this Board.

Section 9. Copies of this grant program ordinance shall be made available to the Grant Finance Officer for direction in carrying out this program.

Adopted this 1st day of August 2022.



Dexter B. Edwards, Chairman
Duplin County Board of Commissioners

ATTEST:



Davis H. Brinson, Clerk to the Board

STATE OF NORTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF EMERGENCY MANAGEMENT

AND

COUNTY OF DUPLIN

MEMORANDUM OF AGREEMENT (MOA)

MOA#: 4393-0025 County: Duplin
MOA Amount: \$1,149,500.00 Tax ID/EIN#: 56-6000296

MOA Period of Performance: March 12, 2020 to March 12, 2025

This Memorandum of Agreement ("MOA" or "Agreement") is made on this date 9/26/2024 at 15:14:56 between the COUNTY OF DUPLIN ("THE MUNICIPALITY"), and the NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MANAGEMENT ("NCEM").

WITNESSETH:

WHEREAS, the North Carolina General Assembly passed the Disaster Recovery Act of 2016 (S.L. 2016-124 Section 4.1(4)) and directed Sixty-Six Million, Two Hundred Twenty-Eight Thousand, Three Hundred Seventy Dollars (\$66,228,370) to the State Emergency Response and Disaster Relief Fund to provide the State match for federal disaster assistance programs;

WHEREAS, the North Carolina General Assembly passed the Disaster Recovery Act of 2017 (S.L. 2017-119) and allocated Twenty Million Dollars (\$20,000,000) to the Department of Public Safety, Division of Emergency Management for various projects including housing elevation, acquisition, and mitigation for homes not covered by the Hazard Mitigation Grant Program ("HMG/P"), and to provide State Acquisition Relocation Funds ("SARF"), which enable low to moderate income homeowners to purchase homes;

WHEREAS, the North Carolina General Assembly in the Current Operations Appropriations Act of 2018 provided for Disaster Recovery (S.L. 2018-5, Sec. 5.6(b)(6)), Twenty Five Million, Fourteen Thousand, Seven Hundred Seventy-Six Dollars (\$25,014,776) to the Department of Public Safety, Division of Emergency Management for various projects including housing elevation, acquisition, and mitigation reconstruction for homes not covered by the HMG/P, and to provide SARF, which enable low to moderate income homeowners to purchase homes, and to provide flood insurance subsidies;

WHEREAS, pursuant to Executive Order No. 120, dated December 9, 2016, and the applicable statutes cited therein, including N.C. Gen. Stat. § 166A-19.41(d)(1) and (d)(3), and NCEM's Standard Operating Procedures for Hazard Mitigation, and subject to the terms and conditions of this Agreement, NCEM will provide a grant to the Municipality for the purpose of providing State Acquisition Relocation Funds or other URA assistance to eligible storm survivors;

WHEREAS, the North Carolina General Assembly has made funds available through NCEM to the MUNICIPALITY for owner relocation assistance and tenant relocation assistance under the provisions of the Disaster Recovery Acts of 2016, 2017, and the Current Operations Appropriations Act of 2018, the Stafford Act at 42 U.S.C. 5181, and its implementing regulations at 44 C.F.R. Part 25, the Uniform Relocation Assistance and Real Property Acquisition Policies of 1970 (URA), 42 U.S.C. 4601 et. seq., as amended, and its implementing regulations at 49 C.F.R. Part 24, 24 C.F.R. Part 42, and 24 C.F.R. 570.606, and the North Carolina Uniform Relocation Assistance and Real Property Acquisition Policies Act, N.C. Gen. Stat. § 133-5 et. seq.

NOW THEREFORE, in consideration of the mutual promises contained herein, NCEM and the Municipality agree as follows:

I. SCOPE OF SERVICES: Pursuant to the Disaster Recovery Acts of 2016, 2017, and 2018, funds provided by this Agreement may be used by the Municipality for the following housing-related activity.

- State Acquisition Relocation Funds (SARF). SARF provides a gap payment that may not exceed \$50,000 to help a household relocate from a currently damaged home to a similar housing unit outside of the special flood hazard area. Payment could be a difference payment not covered by Hazard Mitigation Grant Program (HMG/P) or other federal programs. In addition to the gap payment, the Municipality may also provide applicants with up to an additional \$5,000 in relocation costs through SARF. SARF funds must be provided to the homeowner at closing and reflected on the HUD-1 and other required documents. Once closing has occurred, SARF funds are no longer available to applicants.

In addition to relocation funds available to the homeowner, up to \$5,500 per property is available in management costs for the Municipality to administer this program. These management costs are provided to ease the Municipality's burden in performing the administrative tasks of the project. The Municipality must justify time spent on this project in order to receive reimbursement. The Municipality is not guaranteed the maximum amount of management costs. Instead, the amount received will be dependent on the actual work performed and justified.

A. State Acquisition Relocation Funds Program

	<u>Total Costs</u>
Maximum Allowable Project Cost:	\$1,045,000.00
B. Funding Sources	
1. Maximum Allowable Project Cost Amount	\$1,045,000.00
2. Maximum Allowable Management Costs	\$104,500.00
TOTAL FOR: SARF-4393-0025	\$1,149,500.00

For any funds provided from the Disaster Recovery Acts of 2017 or 2018, only low-to moderate-income households are eligible for SARF. Households not meeting income eligibility for Disaster Recovery Acts of 2017 or 2018 will be funded for SARF by the Disaster Recovery Act of 2016. Additional program requirements and guidelines will be provided by NCEM.

Income Eligibility Requirements Table	
Number of household family members or full-time occupants that exceed 18 years of age:	Annual Income: Should Exceed*
Single occupant household	\$25,745
Two or more-person household	\$29,403
	\$84,260
	\$84,260

II. LIMITATIONS ON THE USE OF FUNDS: The following limitations on the use of funds apply:

- a) **Limited Activities:** No funds provided under this Agreement may be used for activities that are not listed in Section I above.
- b) **Proposal Submission:** Before the Municipality may begin work on any activity for which it will seek funds under this Agreement, the Municipality must submit a proposal for the use of funds, which must be approved by NCEM before the Municipality begins work on the activity. The proposal must show how the Municipality plans to award SARF funds to applicants who are eligible for expenses that are eligible, under SARF program guidelines to be provided by NCEM.
- c) **Funds To Be Provided at Closing: After NCEM has approved the proposal, the Municipality must deliver all SARF funds to the homeowner at closing.** These SARF funds must be properly notated on any formal closing documents (such as HUD-1). If it is later discovered after closing that a homeowner was eligible for SARF funds but was not offered SARF funds prior to closing and was not paid SARF funds by the Municipality at closing, the homeowner will not be eligible to receive any SARF funding as these funds were required to be delivered at closing.

d) **Eligibility Limitations:** No funds provided under this Agreement may be used in a way that will adversely affect a person's or entity's eligibility for funding under the (HMGP). For the purposes of this Agreement, funding will not adversely affect a homeowner's or entity's eligibility if (1) no HMGP funds have been allocated to the Municipality for the activity in question, or (2) HMGP funds have been allocated to the Municipality for the activity in question, but the Municipality certifies in its proposal for the use of funds that the homeowner or entity is unlikely to be awarded HMGP funds due to insufficient funds allocated to the Municipality or the homeowner or entity is otherwise ineligible for HMGP.

e) **Federal Funding Priority:** No funds provided under this Agreement may be used to cover costs that will be, or likely will be, covered by federal funds. For the purposes of this provision, costs "will be" covered by federal funds where there is a binding commitment of federal funds for the costs at issue at the particular location(s). For the purposes of this provision, costs "likely will be" covered by federal funds if there is a pending homeowner application for federal funds for the costs at issue for the particular homeowner location(s).

f) **Floodplain Limitations:** No funds provided under this Agreement may be expended for the construction or movement of a household to any residence within the 100-year floodplain unless the Municipality certifies that no appropriate housing or housing sites are available outside of the floodplain and the replacement housing is approved by NCEM according to program guidelines. If the relocated home is in the floodplain, the homeowner shall be required to acquire and maintain flood insurance, and shall execute a Declaration of Covenant, Conditions and Restrictions ("Covenant") that requires the property to be insured by flood insurance for the life of the home. The Covenant will be executed at Grant Closing, recorded with the County Register of Deeds, and shall encumber the property in perpetuity. Any homeowner in the 100-year floodplain who receives assistance through this Agreement shall be prohibited from receiving state assistance for future flood events if that homeowner fails to maintain flood insurance after receiving assistance through this Agreement. Such homeowners must be notified of this requirement when receiving assistance through this Agreement. North Carolina will follow federal HUD guidance to ensure all structures meet guidelines spelled out in 24 C.F.R. Part 55.

g) **Insurance Subrogation:** If a person's home is relocated with funds from the state-funded Hazard Mitigation Grant Program or the State Acquisition and Relocation Fund, the applicant receiving the state assistance shall authorize and approve that the State Emergency Response and Disaster Relief Fund be subrogated to the person's rights to secure insurance coverage for damage to the original home, and any monies received from the insurance coverage shall be paid to the State Emergency Response and Disaster Relief Fund. The Municipality shall ensure that those homeowners or applicants potentially affected by this section are notified of, and adhere to, its requirements.

h) **Acquisition Buyout Dead Restrictions:** For homes that are approved for a buyout or acquisition, any land purchased with DRA funds must be deed-restricted to restrict any future property uses to open space, recreational, and wetlands management uses in perpetuity. If the Municipality takes ownership of the land, the deed restrictions still apply.

i) **Applicant Equity to Other Recovery Programs:** The homeowner or applicant who applies to the Municipality or NCEM for benefits under this Agreement should not receive benefits or compensation that would materially exceed benefits that are provided for similar activities by the State of North Carolina's HMGF Housing Recovery Programs. Any exceptions to these limitations will be handled on a case-by-case basis and must be supported by a compelling justification.

III. COMPENSATION: NCEM will reimburse the Municipality, contingent upon justification, eligibility, and proof of funds spent, up to the maximum authorized for this project costs which is **\$1,045,000.00** under this Agreement. NCEM will reimburse the Municipality, contingent upon justification and proof of work performed, up to the maximum of **\$104,500.00** for management costs. The entirety of the Agreement amount is a grant to the Municipality by NCEM. The Municipality will submit to NCEM a request for reimbursement of SARF funds for each property acquired and will annotate on the HUD-1 the amount of SARF provided. The use of all funds under this Agreement must be submitted to NCEM no later than **March 12, 2025**. The term of this agreement may be extended upon written request of the Municipality to the Agency.

Any funds not expended by **March 12, 2025**, are subject to the claw-back provisions of Paragraph V below.

IV. REIMBURSEMENT: All costs must be verified through the HUD-1 and other documents. The reimbursement request, including all required documentation shall be submitted to North Carolina Department of Public Safety/Division of Emergency Management within 15 business days after home closing. The HUD-1 and other required documentation shall be submitted via email to the Hazard Mitigation project manager and the finance team or to the following address to the North Carolina Department of Public Safety/Division of Emergency Management

NCDPS-Division of Emergency Management
Hazard Mitigation Section
4238 Mail Service Center
Raleigh, NC 27699-4238

The Municipality must include an original, signed copy of each cost report.

V. CLAW-BACK: NCEM reserves the right to de-obligate any remaining award funds after this Agreement's expiration date or before the expiration date of this Agreement, should the Municipality violate the terms of this Agreement, or should it become apparent that the Municipality will not be able to expend the funds prior to the expiration date of this Agreement. Before taking action, NCEM will provide the Municipality reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

VI. REGULATION: The funds awarded under this Agreement must be used in compliance with all applicable state and federal laws governing their use. By accepting this payment,

the below official agrees to use these funds in a manner consistent with state laws and regulations.

VII. TAXES: The Municipality shall be responsible for all taxes.

VIII. WARRANTY: The Municipality will hold NCEM harmless for any liability and personal injury that may occur from or in connection with the performance of this Agreement to the extent permitted by the North Carolina Tort Claims Act. Nothing in this Agreement, express or implied, is intended to confer on any other person any rights or remedies in or by reason of this Agreement. This Agreement does not give any person or entity other than the parties hereto any legal or equitable claim, right or remedy. This Agreement is intended for the sole and exclusive benefit of the parties hereto. This Agreement is not made for the benefit of any third person or persons. No third party may enforce any part of this Agreement or shall have any rights hereunder. This Agreement does not create, and shall not be construed as creating, any rights enforceable by any person not a party to this Agreement. Nothing herein shall be construed as a waiver of the sovereign immunity of the State of North Carolina.

IX. POINTS OF CONTACT: To provide consistent and effective communication between the NCEM and the Municipality, each party shall appoint a Principal Representative(s) to serve as its central point of contact responsible for coordinating and implementing this AGREEMENT.

The NCEM contact shall be Director William C. Ray or his designee.

The Municipality contact shall be County Manager or her/his designee.

X. PUBLIC RECORD ACCESS: This Agreement may be subject to the North Carolina Public Records Act, Chapter 132 of the North Carolina General Statutes.

XI. AUDITING & ACCESS TO PERSONS AND RECORDS: Staff from the North Carolina Office of State Auditor, NCEM, Office of State Budget and Management, or other applicable state agency internal auditors shall have access to Municipality officers, employees, agents, and/or other persons in control of and/or responsible for the records that relate to this Agreement for purposes of conducting audits and independent evaluations. These parties shall also have the right to access and copy any and all records relating to the Agreement during the term of the Contract and within two years following the completion of project close-out, to verify accounts, accuracy, information, calculations and/or data affecting and/or relating to payments, requests for change orders, change orders, claims for extra work, requests for time extensions and related claims for delay/extended general conditions costs, claims for lost productivity, claims for loss efficiency, claims for idle equipment or labor, claims for price/cost escalation, pass-through claims of subcontractors and/or suppliers, and/or any other type of claim for payment or damages from NCEM, or associated state parties and affected homeowners.

XII. SITUS: This Agreement shall be governed by the laws of North Carolina and any claim for breach or enforcement shall be filed in state court in Wake County, North Carolina.

XIII. ANTI-TRUST LAWS: This Agreement is entered into in compliance with all State and Federal antitrust laws.

XIV. E-VERIFY: If this Agreement is subject to N.C. Gen. Stat. § 143-133.3, the contractor and its subcontractors shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

XV. OTHER PROVISIONS/SEVERABILITY: Nothing in this Agreement is intended to conflict with current laws or regulations of the State of North Carolina, Department of Public Safety, North Carolina Emergency Management, or the Municipality. If a term of this Agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this Agreement shall remain in full force and effect.

XVI. COMPLIANCE: The Municipality shall be wholly responsible for financing to be made under this AGREEMENT and for the supervision of its employees and assistants. The Municipality shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements and other regulatory matters that are applicable to the conduct of its business and purchase requirements performed under this Agreement.

XVII. ENTIRE AGREEMENT: This Agreement and any annexes, exhibits, and amendments annexed hereto, and any documents incorporated specifically by reference represent the entire Agreement between the parties and supersede all prior oral and written statements or agreements.

XVIII. MODIFICATION: This Agreement may be amended only by written amendments duly executed by the Director of NCEM and the Municipality's manager.

XIX. TERMINATION: The terms of this Agreement, as modified with the consent of all parties, will remain in effect until one year after execution or project closeout, whichever is sooner.

The Parties may terminate this Contract by mutual written consent with 30 days prior written notice to the Parties, or as otherwise provided by law.

NCEM may suspend, reduce, or terminate its obligations under this Agreement, in whole or in part, upon 30 days' notice, whenever they determine that the Municipality has failed to comply with any term, condition, requirement, or provision of this Agreement. Failure to comply with any terms of this Agreement, include (but are not limited to) the following:

a) Default in Performance. The default by the Municipality or a subsequent recipient in the observance or performance of any of the terms, conditions, or covenants of this Agreement.

b) Misrepresentation. If any representation or warranty made by the Municipality in connection with the Grant or any information, certificate, statement, or report heretofore or hereafter made shall be untrue or misleading in any material respect at the time made.

c) Abandonment of the Project. If Municipality abandons or otherwise ceases to continue to make reasonable progress towards completion of the Project.

NCEM shall promptly notify the Municipality, in writing, of its determination and the reasons for the termination together with the date on which the termination shall take effect. Upon termination, NCEM retains the right to recover any improper expenditures from the Municipality and the Municipality shall return to NCEM any improper expenditures no later than 30 days after the date of termination.

In the event of termination, NCEM may require the return of unspent funds. NCEM may, in its sole discretion, allow the Municipality to retain or be reimbursed for costs reasonably incurred prior to termination that were not made in anticipation of termination and cannot be canceled, provided that said costs meet the provisions of this Agreement.

XX. EXECUTION AND EFFECTIVE DATE: This Agreement shall become effective upon return of this original Memorandum of Agreement, properly executed on behalf of the Municipality, to NCEM and will become binding upon execution of all parties to the Agreement. The terms of this Agreement will be effective as of the date of execution. The last signature shall be that of William C. Ray, the Director of the North Carolina Division of Emergency Management of the North Carolina Department of Public Safety.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK
[signatures on following pages]

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IN WITNESS WHEREOF, the parties have each executed this Agreement, which shall be effective upon the date of the last signature below.

9/26/2024 | 13:32:23 EDT
Date
Matthew Barwick
Emergency Management Director
Duplin County

9/26/2024 | 14:56:34 EDT
Date
William C. Ray
William C. Ray, Director
North Carolina Emergency Management

9/26/2024 | 12:44:47 EDT
Date
Will Polk
Will Polk, Deputy General Counsel
Reviewed for the Department of Public Safety

9/26/2024 | 15:10:56 EDT
Date
Allis Talley-Burton
Allis Talley-Burton, Controller
North Carolina Department of Public Safety

BA # _____ Duplin County
Budget Amendment

Department Title
Department Head's Signature
(form can be e-mailed to Finance from Dept. Head)
Emergency Management HAZMIT
BSMJ

All amendments involving revenues must be approved by the Board of Commissioners

Brief description of why this amendment is being requested:

Establish program budget for a new round of State Acquisition Relocation Funds (SARF) for Hurricane Florence Non-Exped

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4937-34357	State Acq Reloc Funds	1,149,500.00	4837-42903	State Acq Reloc Funds	1,149,500.00
Total		1,149,500.00	Total		1,149,500.00

Finance Signature
Date Approved:
Manager Signature
Date Approved:
Commissioner Approval
Date Approved:

11/14/2024

**CONTRACT FOR CONSULTANT SERVICES
HURRICANE FLORENCE HAZARD MITIGATION GRANT PROGRAM (HMGP)
ACQUISITION PROJECT, GRANT #4393-0025-R
AMENDMENT NO. 1 – SARF ADMINISTRATION**

WHEREAS, DUPLIN COUNTY, NORTH CAROLINA, hereinafter called the COUNTY, and INSIGHT PLANNING & DEVELOPMENT, LLC, hereinafter called the CONSULTANT, entered into a Services Contract (Contract) dated February 13, 2023, to provide administrative and management services for the Hurricane Florence Hazard Mitigation Grant Program, Acquisition Project (4393-0025-R); and

WHEREAS, North Carolina Emergency Management has issued a SARF grant that is intended to provide additional compensation for eligible homeowners in the Acquisition Project; and

WHEREAS, Duplin County desires for the CONSULTANT To administer the SARF grant; therefore,

THE SERVICE CONTRACT for administrative and management services for the Hurricane Florence Hazard Mitigation Grant Program (HMGP), Acquisition Project, dated February 13, 2023, between DUPLIN COUNTY, NORTH CAROLINA, and INSIGHT PLANNING & DEVELOPMENT, LLC, is hereby amended as follows:

The AFOREMENTIONED CONTRACT between the COUNTY and the CONSULTANT is hereby amended to increase the contract amount by \$104,500 for the additional management costs for the administration of the SARF grant.


The COUNTY and the CONSULTANT each binds himself, his partners, successors, executors, administrators and assigns to the other party to the agreements, and to the partners, successors, executors, administrators, and assigns of each other party in respect to all covenants of the Amended Contract.

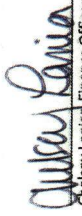
The COUNTY and the CONSULTANT hereby agree to the full performance of the covenants contained herein.

[Signature page to follow]

IN WITNESS WHEREOF, they have executed this Amendment, this _____ day of _____, 2024.
CONSULTANT


C. Ryan Cox, President
Insight Planning & Development
DATE 10/10/2024

COUNTY

Bryan Miller, County Manager
Duplin County, North Carolina
DATE 11/19/2024


Chelsea Lanier, Finance Officer
Duplin County, North Carolina
DATE 11.19.24

**CONTRACT FOR CONSULTANT SERVICES
 HURRICANE FLORENCE HAZARD MITIGATION GRANT PROGRAM (HMGP)
 EXPEDITED ACQUISITIONS 4393-0017-R
 AMENDMENT NO. 1 - ADDITION OF STATE ACQUISITION AND RELOCATION FUND (SARF)
 ADMINISTRATIVE SERVICES**

WHEREAS, DUPLIN COUNTY, NORTH CAROLINA, hereinafter called the County, and Holland Consulting Planners, Inc., entered into a Contract for Consultant Services (Contract) dated January 28, 2020, to provide administrative and management services for the Hurricane Florence Hazard Mitigation Grant Program, Expedited Acquisitions Project (4393-0017-R); and

WHEREAS, Holland Consulting Planners, Inc. (HCP), and INSIGHT PLANNING & DEVELOPMENT, LLC (Insight), subsequently entered into an Assumption Agreement on December 3, 2020, whereby all HCP rights, title and interest, and contracts were assigned to Insight; and

WHEREAS, the County has executed a Memorandum of Agreement with the North Carolina Department of Public Safety, Division of Emergency Management, for a State Acquisition and Relocation Funds Program, designed to provide relocation assistance to eligible households whose properties were acquired under the Hurricane Florence Hazard Mitigation Grant Program (4394-0017-R); therefore,

THE CONTRACT FOR CONSULTANT SERVICES for administrative and management services for the Hurricane Florence Hazard Mitigation Grant Program (HMGP), Expedited Acquisitions Project, dated January 28, 2020, between DUPLIN COUNTY, NORTH CAROLINA, and HOLLAND CONSULTING PLANNERS, INC., which party has subsequently transferred contractual interest to INSIGHT PLANNING & DEVELOPMENT, LLC, hereinafter called the Consultant, is hereby amended as follows:

- The Consultant will provide administrative services in an amount not to exceed \$5,500.00 per property for the County's State Acquisition and Relocation Fund (SARF) Program. Fee to be paid by County upon submittal of monthly invoices by Consultant, with reimbursement to County from SARF program.
- Hourly rates of personnel are the same as those listed on Attachment "A" to this Contract, allowing for annual revisions in January of each year.
- The County's SARF Program is funded by the North Carolina Department of Public Safety, Division of Emergency Management. Consultant will adhere to guidelines and requirements of the County's Memorandum of Agreement (#DRAS369-FR04B19), dated June 30, 2020, with the Division of Emergency Management.
- Administrative services will include:
 - o preparing SARF program policies for adoption by the Board of Commissioners;
 - o contacting/meeting with potential SARF recipients to determine replacement housing needs and preferences;
 - o assisting potential SARF recipients with appropriate paperwork to determine program eligibility and with processing relocation claim forms;
 - o identifying/inspecting comparable replacement dwellings in order to determine maximum SARF gap assistance eligibility;
 - o inspecting homeowner-selected replacement dwelling to verify program eligibility;

- o coordinating with other professional service providers in order to conduct real estate closing for replacement housing;
- o ensuring proper management of gap assistance and moving expense/closing cost payment processing; and
- o coordinating with County staff for required progress reporting and financial documentation to funding agency.

All other provisions of this Amendment remain as stated in the original Contract, to the extent that responsibilities originally stated for Holland Consulting Planners, Inc., are currently assumed by Insight.

The County and the Consultant each binds himself, his partners, successors, executors, administrators and assigns to the other party to the agreements, and to the partners, successors, executors, administrators, and assigns of each other party in respect to all covenants of the Amended Contract.

The County and the Consultant hereby agree to the full performance of the covenants contained herein.

IN WITNESS HEREOF, they have executed this Amendment, this 16 day of JUNE, 2022.

INSIGHT PLANNING & DEVELOPMENT, LLC

 C. Ryan Cox, President

DUPLIN COUNTY, NC

 Dexter B. Edwards, Chair

 Witness

 Davis H. Britton, Clerk to the Board

This contract has been presaudited in the manner required by the Local Government Budget and Fiscal Control Act.

 Finance Officer

 Date

(SEAL)

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ATTACHMENT "A"
HOURLY RATES

Staff Position	Hourly Rate
Ryan Cox, Principal/Project Manager	\$140.00
Gary Miller, Construction Manager	\$100.00
Jessie Miars, Compliance/Relocation Specialist	\$100.00
Cindy Anderson, Program Administrator	\$95.00
Administrative/Clerical Support	\$85.00

Billings will be issued monthly as actual hourly charges accrue. Hourly rates include mileage charges, per diem and printing costs.

STATE OF NORTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF EMERGENCY MANAGEMENT

AND
COUNTY OF DUPLIN

MEMORANDUM OF AGREEMENT (MOA)

MOA#: 4393-0025 County: Duplin
MOA Amount: \$1,149,500.00 Tax ID/EIN#: 56-6000296

MOA Period of Performance: March 12, 2020 to March 12, 2025

This Memorandum of Agreement ("MOA" of "Agreement") is made on this date 9/26/2024 15:14 by and between the COUNTY OF DUPLIN ("THE MUNICIPALITY"), and the NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MANAGEMENT ("NCEM").

WITNESSETH:

WHEREAS, the North Carolina General Assembly passed the Disaster Recovery Act of 2016 (S.L. 2016-124 Section 4.1(4)) and directed Sixty-Six Million, Two Hundred Twenty-Eight Thousand, Three Hundred Seventy Dollars (\$66,228,370) to the State Emergency Response and Disaster Relief Fund to provide the State match for federal disaster assistance programs;

WHEREAS, the North Carolina General Assembly passed the Disaster Recovery Act of 2017 (S.L. 2017-119) and allocated Twenty Million Dollars (\$20,000,000) to the Department of Public Safety, Division of Emergency Management for various projects including housing elevation, acquisition, and mitigation for homes not covered by the Hazard Mitigation Grant Program ("HMGIP"), and to provide State Acquisition Relocation Funds ("SARF"), which enable low to moderate income homeowners to purchase homes;

WHEREAS, the North Carolina General Assembly in the Current Operations Appropriations Act of 2018 provided for Disaster Recovery (S.L. 2018-5, Sec. 5.6(b)(5)), Twenty Five Million, Fourteen Thousand, Seven Hundred Seventy-Six Dollars (\$25,014,776) to the Department of Public Safety, Division of Emergency Management for various projects including housing elevation, acquisition, and mitigation reconstruction for homes not covered by the HMGIP, and to provide SARF, which enable low to moderate income homeowners to purchase homes, and to provide flood insurance subsidies;

WHEREAS, pursuant to Executive Order No. 120, dated December 9, 2016, and the applicable statutes cited therein, including N.C. Gen. Stat. § 166A-19.41(d)(1) and (d)(3), and NCEM's Standard Operating Procedures for Hazard Mitigation, and subject to the terms and conditions of this Agreement, NCEM will provide a grant to the Municipality for the purpose of providing State Acquisition Relocation Funds or other URA assistance to eligible storm survivors;

WHEREAS, the North Carolina General Assembly has made funds available through NCEM to the MUNICIPALITY for owner relocation assistance and tenant relocation assistance under the provisions of the Disaster Recovery Acts of 2016, 2017, and the Current Operations Appropriations Act of 2018, the Stafford Act at 42 U.S.C. 5181 and its implementing regulations at 44 C.F.R. Part 25, the Uniform Relocation Assistance and Real Property Acquisition Policies of 1970 (URA), 42 U.S.C. 4601 et. seq., as amended, and its implementing regulations at 49 C.F.R. Part 24, 24 C.F.R. Part 42, and 24 C.F.R. 570.606, and the North Carolina Uniform Relocation Assistance and Real Property Acquisition Policies Act, N.C. Gen. Stat. § 133-5 et. seq.

NOW THEREFORE, in consideration of the mutual promises contained herein, NCEM and the Municipality agree as follows:

- I. **SCOPE OF SERVICES:** Pursuant to the Disaster Recovery Acts of 2016, 2017, and 2018, funds provided by this Agreement may be used by the Municipality for the following housing-related activity:
 - **State Acquisition Relocation Funds (SARF).** SARF provides a gap payment that may not exceed \$50,000 to help a household relocate from a currently damaged home to a similar housing unit outside of the special flood hazard area. Payment could be a difference payment not covered by Hazard Mitigation Grant Program (HMGP) or other federal programs. In addition to the gap payment, the Municipality may also provide applicants with up to an additional \$5,000 in relocation costs through SARF. **SARF funds must be provided to the homeowner at closing and reflected on the HUD-1 and other required documents. Once closing has occurred, SARF funds are no longer available to applicants.**

In addition to relocation funds available to the homeowner, up to \$5,500 per property is available in management costs for the Municipality to administer this program. These management costs are provided to ease the Municipality's burden in performing the administrative tasks of the project. The Municipality must justify time spent on this project in order to receive reimbursement. The Municipality is not guaranteed the maximum amount of management costs. Instead, the amount received will be dependent on the actual work performed and justified.

A. State Acquisition Relocation Funds Program

	Total Costs
Maximum Allowable Project Cost:	\$1,045,000.00
B. Funding Sources	
1. Maximum Allowable Project Cost Amount	\$1,045,000.00
2. Maximum Allowable Management Costs	\$104,500.00
TOTAL FOR: SARF-4393-0025	\$1,149,500.00

For any funds provided from the Disaster Recovery Acts of 2017 or 2018, only low-to moderate-income households are eligible for SARF. Households not meeting income eligibility for Disaster Recovery Acts of 2017 or 2018 will be funded for SARF by the Disaster Recovery Act of 2016. Additional program requirements and guidelines will be provided by NCEM.

Income Eligibility Requirements Table		
Number of household family members or full-time occupants that exceed 18 years of age	Annual Income Exceeds	Annual Income can be no greater than
Single occupant household	\$25,745	\$84,260
Two or more-person household	\$29,403	\$84,260

II. LIMITATIONS ON THE USE OF FUNDS: The following limitations on the use of funds apply:

- a) **Limited Activities:** No funds provided under this Agreement may be used for activities that are not listed in Section I above.
- b) **Proposal Submission:** Before the Municipality may begin work on any activity for which it will seek funds under this Agreement, the Municipality must submit a proposal for the use of funds, which must be approved by NCEM before the Municipality begins work on the activity. The proposal must show how the Municipality plans to award SARF funds to applicants who are eligible for expenses that are eligible under SARF program guidelines to be provided by NCEM.
- c) **Funds To Be Provided at Closing:** After NCEM has approved the proposal, the Municipality must deliver all SARF funds to the homeowner at closing. These SARF funds must be properly noted on any formal closing documents (such as HUD-1). If it is later discovered after closing that a homeowner was eligible for SARF funds but was not offered SARF funds prior to closing and was not paid SARF funds by the Municipality at closing, the homeowner will not be eligible to receive any SARF funding as these funds were required to be delivered at closing.

- d) **Eligibility Limitations:** No funds provided under this Agreement may be used in a way that will adversely affect a person's or entity's eligibility for funding under the (HMGP). For the purposes of this Agreement, funding will not adversely affect a homeowner's or entity's eligibility if (1) no HMGP funds have been allocated to the Municipality for the activity in question, or (2) HMGP funds have been allocated to the Municipality for the activity in question, but the Municipality certifies in its proposal for the use of funds that the homeowner or entity is unlikely to be awarded HMGP funds due to insufficient funds allocated to the Municipality or the homeowner or entity is otherwise ineligible for HMGP.
- e) **Federal Funding Priority:** No funds provided under this Agreement may be used to cover costs that will be, or likely will be, covered by federal funds. For the purposes of this provision, costs "will be" covered by federal funds where there is a binding commitment of federal funds for the costs at issue at the particular location(s). For the purposes of this provision, costs "likely will be" covered by federal funds if there is a pending homeowner application for federal funds for the costs at issue for the particular homeowner location(s).
- f) **Floodplain Limitations:** No funds provided under this Agreement may be expended for the construction of or movement of a household to any residence within the 100-year floodplain unless the Municipality certifies that no appropriate housing or housing sites are available outside of the floodplain and the replacement housing is approved by NCEM according to program guidelines. If the relocated home is in the floodplain, the homeowner shall be required to acquire and maintain flood insurance, and shall execute a Declaration of Covenant, Conditions and Restrictions ("Covenant") that requires the property to be insured by flood insurance for the life of the home. The Covenant will be executed at Grant Closing, recorded with the County Register of Deeds, and shall encumber the property in perpetuity. Any homeowner in the 100-year floodplain who receives assistance through this Agreement shall be prohibited from receiving state assistance for future flood events if that homeowner fails to maintain flood insurance after receiving assistance through this Agreement. Such homeowners must be notified of this requirement when receiving assistance through this Agreement. North Carolina will follow federal HUD guidance to ensure all structures meet guidelines spelled out in 24 C.F.R. Part 55.
- g) **Insurance Subrogation:** If a person's home is relocated with funds from the state-funded Hazard Mitigation Grant Program or the State Acquisition and Relocation Fund, the applicant receiving the state assistance shall authorize and approve that the State Emergency Response and Disaster Relief Fund be subrogated to the person's rights to secure insurance coverage for damage to the original home, and any monies received from the insurance coverage shall be paid to the State Emergency Response and Disaster Relief Fund. The Municipality shall ensure that those homeowners or applicants potentially affected by this section are notified of, and adhere to, its requirements.
- h) **Acquisition Buyout Deed Restrictions:** For homes that are approved for a buyout or acquisition, any land purchased with DRA funds must be deed-restricted to restrict any future property uses to open space, recreational, and wetlands management uses in perpetuity. If the Municipality takes ownership of the land, the deed restrictions still apply.

i) **Applicant Equity to Other Recovery Programs:** The homeowner or applicant who applies to the Municipality or NCEM for benefits under this Agreement should not receive benefits or compensation that would materially exceed benefits that are provided for similar activities by the State of North Carolina's HMGP Housing Recovery Programs. Any exceptions to these limitations will be handled on a case-by-case basis and must be supported by a compelling justification.

III. COMPENSATION: NCEM will reimburse the Municipality, contingent upon justification, eligibility, and proof of funds spent, up to the maximum authorized for this project costs which is **\$1,045,000.00** under this Agreement. NCEM will reimburse the Municipality, contingent upon justification and proof of work performed, up to the maximum of **\$104,500.00** for management costs. The entirety of the Agreement amount is a grant to the Municipality by NCEM. The Municipality will submit to NCEM a request for reimbursement of SARF funds for each property acquired and will annotate on the HUD-1 the amount of SARF provided. The use of all funds under this Agreement must be submitted to NCEM no later than **March 12, 2025**. The term of this Agreement may be extended upon written request of the Municipality to the Agency.

Any funds not expended by **March 12, 2025**, are subject to the claw-back provisions of Paragraph V below.

IV. REIMBURSEMENT: All costs must be verified through the HUD-1 and other documents. The reimbursement request, including all required documentation shall be submitted to North Carolina Department of Public Safety/Division of Emergency Management within 15 business days after home closing. The HUD-1 and other required documentation shall be submitted via email to the Hazard Mitigation project manager and the finance team or to the following address to the North Carolina Department of Public Safety/Division of Emergency Management

NCDCPS-Division of Emergency Management
Hazard Mitigation Section
4238 Mail Service Center
Raleigh, NC 27699-4238

The Municipality must include an original, signed copy of each cost report.

V. CLAW-BACK: NCEM reserves the right to de-obligate any remaining award funds after this Agreement's expiration date or before the expiration date of this Agreement, should the Municipality violate the terms of this Agreement, or should it become apparent that the Municipality will not be able to expend the funds prior to the expiration date of this Agreement. Before taking action, NCEM will provide the Municipality reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

VI. REGULATION: The funds awarded under this Agreement must be used in compliance with all applicable state and federal laws governing their use. By accepting this payment,

the below official agrees to use these funds in a manner consistent with state laws and regulations.

VII. **TAXES:** The Municipality shall be responsible for all taxes.

VIII. **WARRANTY:** The Municipality will hold NCEM harmless for any liability and personal injury that may occur from or in connection with the performance of this Agreement to the extent permitted by the North Carolina Tort Claims Act. Nothing in this Agreement, express or implied, is intended to confer on any other person any rights or remedies in or by reason of this Agreement. This Agreement does not give any person or entity other than the parties hereto any legal or equitable claim, right or remedy. This Agreement is intended for the sole and exclusive benefit of the parties hereto. This Agreement is not made for the benefit of any third person or persons. No third party may enforce any part of this Agreement or shall have any rights hereunder. This Agreement does not create, and shall not be construed as creating, any rights enforceable by any person not a party to this Agreement. Nothing herein shall be construed as a waiver of the sovereign immunity of the State of North Carolina.

IX. **POINTS OF CONTACT:** To provide consistent and effective communication between the NCEM and the Municipality, each party shall appoint a Principal Representative(s) to serve as its central point of contact responsible for coordinating and implementing this AGREEMENT.

The NCEM contact shall be Director William C. Ray or his designee.

The Municipality contact shall be County Manager or her/his designee.

X. **PUBLIC RECORD ACCESS:** This Agreement may be subject to the North Carolina Public Records Act, Chapter 132 of the North Carolina General Statutes.

XI. **AUDITING & ACCESS TO PERSONS AND RECORDS:** Staff from the North Carolina Office of State Auditor, NCEM, Office of State Budget and Management, or other applicable state agency internal auditors shall have access to Municipality officers, employees, agents, and/or other persons in control of and/or responsible for the records that relate to this Agreement for purposes of conducting audits and independent evaluations. These parties shall also have the right to access and copy any and all records relating to the Agreement during the term of the Contract and within two years following the completion of project close-out, to verify accounts, accuracy, information, calculations and/or data affecting and/or relating to payments, requests for change orders, change orders, claims for extra work, requests for time extensions and related claims for delay/extended general conditions costs, claims for lost productivity, claims for loss efficiency, claims for idle equipment or labor, claims for price/cost escalation, pass-through claims of subcontractors and/or suppliers, and/or any other type of claim for payment or damages from NCEM, or associated state parties and affected homeowners.

XII. **SITUS:** This Agreement shall be governed by the laws of North Carolina and any claim for breach or enforcement shall be filed in state court in Wake County, North Carolina.

XIII. **ANTITRUST LAWS:** This Agreement is entered into in compliance with all State and Federal antitrust laws.

XIV. **E-VERIFY:** If this Agreement is subject to N.C. Gen. Stat. § 143-133.3, the contractor and its subcontractors shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes.

XV. **OTHER PROVISIONS/SEVERABILITY:** Nothing in this Agreement is intended to conflict with current laws or regulations of the State of North Carolina, Department of Public Safety, North Carolina Emergency Management, or the Municipality. If a term of this Agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this Agreement shall remain in full force and effect.

XVI. **COMPLIANCE:** The Municipality shall be wholly responsible for financing to be made under this AGREEMENT and for the supervision of its employees and assistants. The Municipality shall be responsible for compliance with all laws, ordinances, codes, rules, regulations, licensing requirements and other regulatory matters that are applicable to the conduct of its business and purchase requirements performed under this Agreement.

XVII. **ENTIRE AGREEMENT:** This Agreement and any annexes, exhibits, and amendments annexed hereto, and any documents incorporated specifically by reference represent the entire Agreement between the parties and supersede all prior oral and written statements or agreements.

XVIII. **MODIFICATION:** This Agreement may be amended only by written amendments duly executed by the Director of NCEM and the Municipality's manager.

XIX. **TERMINATION:** The terms of this Agreement, as modified with the consent of all parties, will remain in effect until one year after execution or project closeout, whichever is sooner.

The Parties may terminate this Contract by mutual written consent with 30 days prior written notice to the Parties, or as otherwise provided by law.

NCEM may suspend, reduce, or terminate its obligations under this Agreement, in whole or in part, upon 30 days' notice, whenever they determine that the Municipality has failed to comply with any term, condition, requirement, or provision of this Agreement. Failure to comply with any terms of this Agreement, include (but are not limited to) the following:

- a) Default in Performance. The default by the Municipality or a subsequent recipient in the observance or performance of any of the terms, conditions, or covenants of this Agreement.

- b) Misrepresentation. If any representation or warranty made by the Municipality in connection with the Grant or any information, certificate, statement, or report heretofore or hereafter made shall be untrue or misleading in any material respect at the time made.
- c) Abandonment of the Project. If Municipality abandons or otherwise ceases to continue to make reasonable progress towards completion of the Project.

NCEM shall promptly notify the Municipality, in writing, of its determination and the reasons for the termination together with the date on which the termination shall take effect. Upon termination, NCEM retains the right to recover any improper expenditures from the Municipality and the Municipality shall return to NCEM any improper expenditures no later than 30 days after the date of termination.

In the event of termination, NCEM may require the return of unspent funds. NCEM may, in its sole discretion, allow the Municipality to retain or be reimbursed for costs reasonably incurred prior to termination that were not made in anticipation of termination and cannot be canceled, provided that said costs meet the provisions of this Agreement.

XX. EXECUTION AND EFFECTIVE DATE: This Agreement shall become effective upon return of this original Memorandum of Agreement, properly executed on behalf of the Municipality, to NCEM and will become binding upon execution of all parties to the Agreement. The terms of this Agreement will be effective as of the date of execution. The last signature shall be that of William C. Ray, the Director of the North Carolina Division of Emergency Management of the North Carolina Department of Public Safety.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK
[signatures on following pages]

IN WITNESS WHEREOF, the parties have each executed this Agreement, which shall be effective upon the date of the last signature below.

<p>_____ <small>Signed by</small> Matthew Barwick Emergency Management Director Duplin County</p>	<p>9/26/2024 13:32:23 EDT <small>Date</small></p>
<p>_____ <small>Signed by</small> William C. Ray William C. Ray, Director North Carolina Emergency Management</p>	<p>9/26/2024 14:56:34 EDT <small>Date</small></p>
<p>_____ <small>Witnessed by</small> Willy Polk Deputy General Counsel Reviewed for the Department of Public Safety</p>	<p>9/26/2024 12:44:47 EDT <small>Date</small></p>
<p>_____ <small>Witnessed by</small> Allis Talty-Burton Allis Talty-Burton, Controller North Carolina Department of Public Safety</p>	<p>9/26/2024 15:10:56 EDT <small>Date</small></p>

APPLICATION FOR PROPERTY TAX EXEMPTION OR EXCLUSION
TAX ADMINISTRATOR

DATE 8-12-24

County: Durham Municipality: WALLACE Application for Tax Year: 2024

Full Name of Owner(s): Ignacio del Nazario la Rosa
Trade Name of Business: Industria del Nazario la Rosa
Mailing Address of Owner: P.O. Box 645 Newborn, NC 27586
Phone: 910 Cell: 302-379-1301 Email: lrosas4@hotmail.com

List the property identification numbers and addresses/locations for the properties included in this application. (Attach list if needed.)
Property ID #: 02-583 Address/Location: _____
Property ID #: _____ Address/Location: _____
Property ID #: _____ Address/Location: _____

- Non-Deferral Exemptions and Exclusions:** Select or annotate the exemption or exclusion for which this application is made. These exemptions or exclusions do not result in the creation of deferred taxes. However, taxes for prior years of exemption or exclusion may be recoverable if it is later determined that the property did not qualify for exemption or exclusion for those prior years.
- G.S. 105-275(8) Pollution abatement/recycling
 - G.S. 105-275(17) Veterans organizations
 - G.S. 105-275(18)(19) Lodges, fraternal & civic purposes
 - G.S. 105-275(20) Goodwill industries
 - G.S. 105-275(45) Solar energy electric system
 - G.S. 105-275(46) Charter school property
 - G.S. 105-277.13 Brownfields-Attach brownfields agreement
 - G.S. 105-278.3 Religious purposes
 - G.S. 105-278.4 Educational purposes (institutional)
 - G.S. 105-278.5 Religious educational assemblies
 - G.S. 105-278.6 Home for the aged, sick, or infirm
 - G.S. 105-278.6 Low- or moderate-income housing
 - G.S. 105-278.6 YMCA, SPCA, VFD, orphanage
 - G.S. 105-278.6A CCRC-Attach Form AV-11
 - G.S. 105-278.7 Other charitable, educational, etc.
 - G.S. 105-278.8 Charitable hospital purposes
 - G.S. 131A-21 Medical Care Commission bonds
 - Other: _____

- Tax Deferral Programs:** Select the tax deferral program for which this application is made. ** These programs will result in the creation of deferred taxes that will become immediately due and payable, with interest, when the property loses eligibility. The number of years for which deferred taxes will become due and payable varies by program. Read the applicable statutes carefully. **
- G.S. 105-275(12) Nonprofit corporation or association organized to receive and administer lands for conservation purposes
 - G.S. 105-275(29a) Historic district property held as a future site of a historic structure
 - G.S. 105-277.14 Working waterfront property
 - G.S. 105-277.15A Site infrastructure land
 - G.S. 105-278 Historic property-Attach copy of the local ordinance designating property as historic property or landmark.
 - G.S. 105-278.6(e) Nonprofit property held as a future site of low- or moderate-income housing

Describe the property: A ONE STORY LODGE BUILDING
Describe how you are using the property: (If another organization is using the property, give their name, how they are using the property, and any income you receive from their use)
The property serves as the main house on the site.

Affirmation: I, the undersigned, declare under penalties of law that this application and any attachments are true and correct to the best of my knowledge and belief. I have read the applicable exemption or exclusion statute. I fully understand that an ineligible transfer of the property or failure to meet the qualifications will result in the loss of eligibility. If applying for a tax deferral program, I fully understand that loss of eligibility will result in removal from the program and the immediate billing of deferred taxes.

Signature(s) of Owner(s): Ignacio la Rosa Title: Owner Date: 08-15-2024
All tenants of a tenancy in common must sign. Title: _____ Date: _____

OFFICE USE ONLY: APPROVED | DENIED BY: Debra B. Edmund REASON FOR DENIAL: _____

APPLICATION FOR PROPERTY TAX EXEMPTION OR EXCLUSION
TAX ADMINISTRATOR

DATE 8-12-24

County: Durham Municipality: WALLACE Application for Tax Year: 2024
Full Name of Owner(s): MALLACE MASONIC LODGE
Trade Name of Business: _____
Mailing Address of Owner: PO Box 789 Wallace, NC 27166
Phone: _____ Cell: 770-337-9100 Email: Robert@wallacemason.com

List the property identification numbers and addresses/locations for the properties included in this application. (Attach list if needed.)
Property ID #: 09-7024 Address/Location: LANIER ST. WALLACE, NC ONE STORY LODGE BUILDING
Property ID #: _____ Address/Location: _____
Property ID #: _____ Address/Location: _____

- Non-Deferral Exemptions and Exclusions:** Select or annotate the exemption or exclusion for which this application is made. These exemptions or exclusions do not result in the creation of deferred taxes. However, taxes for prior years of exemption or exclusion may be recoverable if it is later determined that the property did not qualify for exemption or exclusion for those prior years.
- G.S. 105-275(8) Pollution abatement/recycling
 - G.S. 105-275(17) Veterans organizations
 - G.S. 105-275(18)(19) Lodges, fraternal & civic purposes
 - G.S. 105-275(20) Goodwill industries
 - G.S. 105-275(45) Solar energy electric system
 - G.S. 105-275(46) Charter school property
 - G.S. 105-277.13 Brownfields-Attach brownfields agreement
 - G.S. 105-278.3 Religious purposes
 - G.S. 105-278.4 Educational purposes (institutional)
 - G.S. 105-278.5 Religious educational assemblies
 - G.S. 105-278.6 Home for the aged, sick, or infirm
 - G.S. 105-278.6 Low- or moderate-income housing
 - G.S. 105-278.6 YMCA, SPCA, VFD, orphanage
 - G.S. 105-278.6A CCRC-Attach Form AV-11
 - G.S. 105-278.7 Other charitable, educational, etc.
 - G.S. 105-278.8 Charitable hospital purposes
 - G.S. 131A-21 Medical Care Commission bonds
 - Other: _____

- Tax Deferral Programs:** Select the tax deferral program for which this application is made. ** These programs will result in the creation of deferred taxes that will become immediately due and payable, with interest, when the property loses eligibility. The number of years for which deferred taxes will become due and payable varies by program. Read the applicable statutes carefully. **
- G.S. 105-275(12) Nonprofit corporation or association organized to receive and administer lands for conservation purposes
 - G.S. 105-275(29a) Historic district property held as a future site of a historic structure
 - G.S. 105-277.14 Working waterfront property
 - G.S. 105-277.15A Site infrastructure land
 - G.S. 105-278 Historic property-Attach copy of the local ordinance designating property as historic property or landmark.
 - G.S. 105-278.6(e) Nonprofit property held as a future site of low- or moderate-income housing

Describe the property: A ONE STORY LODGE BUILDING
Describe how you are using the property: (If another organization is using the property, give their name, how they are using the property, and any income you receive from their use)
FOR LODGE PURPOSES ONLY.

Affirmation: I, the undersigned, declare under penalties of law that this application and any attachments are true and correct to the best of my knowledge and belief. I have read the applicable exemption or exclusion statute. I fully understand that an ineligible transfer of the property or failure to meet the qualifications will result in the loss of eligibility. If applying for a tax deferral program, I fully understand that loss of eligibility will result in removal from the program and the immediate billing of deferred taxes.

Signature(s) of Owner(s): Robert Mason Title: Trustee Date: 8/6/2024
All tenants of a tenancy in common must sign. Title: _____ Date: _____

OFFICE USE ONLY: APPROVED | DENIED BY: Debra B. Edmund REASON FOR DENIAL: _____

**THIS LEASE DOES NOT BECOME EFFECTIVE UNTIL EXECUTED
BY THE NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION**

STATE OF NORTH CAROLINA
COUNTY OF DUPLIN

LEASE AGREEMENT

~~DEPARTMENT OF ADULT CORRECTION~~ THIS LEASE AGREEMENT, made and entered into this 4 day of December, 2024, by and between, **COUNTY OF DUPLIN**, hereinafter designated as Lessor, and the **STATE OF NORTH CAROLINA**, hereinafter designated as Lessee;

WITNESSETH:

THAT WHEREAS, authority to approve and execute this lease agreement was delegated to the Department of Administration by resolution adopted by the Governor and Council of State on the 1st day of September 1981; and as amended on September 8, 1999, and December 7, 1999, and October 6, 2020 and

WHEREAS, the parties hereto have mutually agreed to the terms of this lease agreement as hereinafter set out,

NOW THEREFORE, in consideration of the rental hereinafter agreed to be paid and the terms and conditions hereinafter set forth, Lessor does hereby let and lease unto Lessee and Lessee hereby takes and leases from Lessor for and during the period of time and subject to the terms and conditions hereinafter set out certain space in the City of **Kenansville, County of Duplin, North Carolina**, more particularly described as follows:

Being approximately + 6,654 net square feet of office space located at 103 Duplin Street; Duplin County; Kenansville, North Carolina and further described in the floor plan, Exhibit "A".

**NC DEPARTMENT OF ADULT CORRECTION, PROBATION AND PAROLE,
DIVISION 1, DISTRICT 4**

THE TERMS AND CONDITIONS OF THIS LEASE AGREEMENT ARE AS FOLLOWS:

1. The term of this lease shall be for a period of **three (3) years**, commencing on **1st day of December, 2024**, or as soon thereafter as the leased premises are ceded to the Lessee and terminating on the **30th day of November 2027**.
2. During the term of the lease, the Lessee shall pay to the Lessor as rental for said premises the sum of **\$1.00** dollar per annum, said rental to be payable within 15 days from receipt of invoice. The Lessee agrees to pay the aforesaid rental to the Lessor at the address specified, or, to such other address as the Lessor may designate by a notice in writing at least 15 days prior to the due date.
3. Lessor agrees to furnish to the Lessee, as a part of the consideration for this lease, the following services, and utilities to the satisfaction of the Lessee.
 - A. Heating facilities, air conditioning facilities, adequate electrical facilities, adequate lighting fixtures and sockets, hot and cold-water facilities, and adequate toilet facilities.
 - B. Maintenance of lawns, sidewalks, shrubbery, parking, paved areas and common areas and disposal of trash is required.

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C. Lessor provides required fire extinguishers and servicing, pest control, and outside trash disposal, including provision for the handling of recyclable items such as aluminum cans, cardboard, and paper. All pesticides must be applied by a licensed technician.

D. All utilities except telecommunications.

E. Daily janitorial service and supplies.

F. Parking (as available).

G. If applicable elevator service.

H. The leased premises are generally accessible to persons with disabilities. This shall include access to the premises from the parking areas (where applicable), into the premises via any common areas of the building and access to accessible restroom.

I. Any fire or safety inspection fees, stormwater fees, or land transfer tax/fees.

J. All other terms and conditions of the signed "Proposal to Lease to the State of North Carolina" Form PO-28 incorporated herein by reference and the "Specifications for Non-advertised Lease" (Exhibit B).

4. During the lease term, the Lessor shall keep the leased premises in good repair and tenable condition, to the end that all facilities are kept in operative condition. Maintenance shall include but is not limited to furnishing and replacing electrical light fixture ballasts, air conditioning and ventilating equipment filter pads, if applicable, and broken glass. In case Lessor shall, after notice in writing from the Lessee in regard to a specified condition, fail, refuse, or neglect to correct said condition, or in the event of an emergency constituting a hazard to the health or safety of the Lessee's employees, property, or invitees, it shall then be lawful for the Lessee in addition to any other remedy the Lessee may have, to make such repair at its own cost and to deduct the amount thereof from the rent that may then be thereafter become due hereunder. The Lessor reserves the right to enter and inspect the leased premises, at reasonable times, and to make necessary repairs to the premises.

5. It is understood and agreed that Lessor shall, at the beginning of said lease term as hereinabove set forth, have the leased premises in a condition satisfactory to Lessee, including repairs, painting, partitioning, remodeling, plumbing and electrical wiring suitable for the purposes for which the leased premises will be used by Lessee.

6. The Lessee shall have the right during the existence of this lease, with the Lessor's prior consent, to make alterations, attach fixtures and equipment, and erect additions, structures, or signs in or upon the leased premises. Such fixtures, additions, structures, or signs so placed in or upon or attached to the leased premises under this lease or any prior lease of which this lease is an extension or renewal shall be and remain the property of the Lessee and may be removed therefrom by the Lessee prior to the termination of this lease or any renewal or extension thereof, or within a reasonable time thereafter. The Lessee shall have no duty to remove any improvement or fixture placed by it on the premises or to restore any portion of the premises altered by it. In the event Lessee elects to remove his improvements or fixtures and such removal causes damage or injury to the demised premises, Lessee will repair only to the extent of any such damage or injury.

7. If the said premises are destroyed by fire or other casualty without fault of the Lessee, this lease shall immediately terminate, and the rent shall be apportioned to the time of the damage. In case of partial destruction or damage by fire or other casualty without fault of the Lessee, so as to render the premises untenable in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. During such a period of repair, Lessee shall have the right to obtain similar office

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space at the expense of Lessee or the Lessee may terminate the lease by giving 15 days written notice to the Lessor.

8. Lessor shall be liable to Lessee for any loss or damage suffered by Lessee which is a direct result of the failure of Lessor to perform an act required by this lease, and provided that Lessor could reasonably have complied with said requirement.

9. Upon termination of this lease, the Lessee will peaceably surrender the leased premises in as good order and condition as when received, reasonable use and wear and damage by fire, war, riots, insurrection, public calamity, by the elements, by act of God, or by circumstances over which Lessee had no control or for which Lessor is responsible pursuant to this lease, excepted.

10. The Lessor agrees that the Lessee, upon keeping and performing the covenants and agreements herein contained, shall at all times during the existence of this lease peaceably and quietly have, hold, and enjoy the leased premises free from the adverse claims of any person.

11. The failure of either party to insist in any instance upon strict performance of any of the terms and conditions herein set forth shall not be construed as a waiver of the same in any other instance. No modification of any provision heretofore and no cancellation or surrender thereof shall be valid unless in writing and signed and agreed to by both parties.

12. Any hold over after the expiration of the said term or any extension thereof, shall be construed to be a tenancy from month to month, and shall otherwise be on the terms and conditions herein specified, so far as applicable; however, either party shall give not less than 60 days written notice to terminate the tenancy.

13. The parties to this lease agree and understand that the continuation of this lease agreement for the term period set forth herein, or any extension or renewal thereof, is dependent upon and subject to the appropriation, allocation, or availability of funds for this purpose to the agency of the Lessee responsible for payment of said rental. The parties to this lease also agree that in the event the agency of the Lessee or that body responsible for the appropriations of said funds, in its sole discretion, determines, in view of its total local office operations that available funding for the payment of rents are insufficient to continue the operation of its local offices on the premise leased herein, it may choose to terminate the lease agreement set forth herein by giving Lessor written notice of said termination, and the lease agreement shall terminate immediately without any further liability to Lessee.

14. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid and addressed as follows:

To the Lessor:
Duplin County
P.O. Box 910
Kenansville, North Carolina 28349
w/copy to: N/A

To the Lessee:
NC Department of Adult Correction (DAC), Purchasing Office
Address: 3512 Bush Street (MSC 5227)
Raleigh, North Carolina 27609-5227

with a copy to:
State Property Office
Attn: Leasing Manager and Space Planning Section
1321 Mail Service Center
Raleigh, North Carolina 27699-1321

Nothing herein contained shall preclude the giving of such notice by personal service. The address to which notices shall be mailed as aforesaid to either party may be changed by written notice.

15. Within 30 days of Commencement Date, Lessor agrees to construct, upfit, repair and maintain the Premises in accordance with (a) the approved floor plan attached hereto as Exhibit A and (b) the applicable regulation and building code provisions of the governmental authority having jurisdiction over the Premises.

16. N.C.G.S. § 131-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

IN TESTIMONY WHEREOF, this lease has been executed by the parties hereto, in duplicate originals, as of the date first above written.

The rest of this page is intentionally left blank.

LESSOR:
DUPLIN COUNTY

By: [Signature] (SEAL)
Bryan Miller
Duplin County Manager

STATE OF NORTH CAROLINA
COUNTY OF Duplin

I, Jaimie W. Carr, a Notary Public in the County of Duplin and State aforesaid, do hereby certify that Bryan Miller personally came before me this day and acknowledge the due execution of the foregoing instrument on behalf of the limited liability company and for the purposes stated herein.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the 19 day of November, 2024.

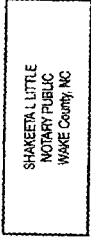


Jaimie W. Carr
Notary Public
Printed Name: Jaimie W. Carr

My Commission Expires: 4.23.28

LESSEE:
STATE OF NORTH CAROLINA

By: [Signature] (SEAL)
Joanne Rowland, Director
DAC Purchasing Office



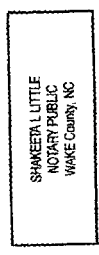
STATE OF NORTH CAROLINA
COUNTY OF Wake

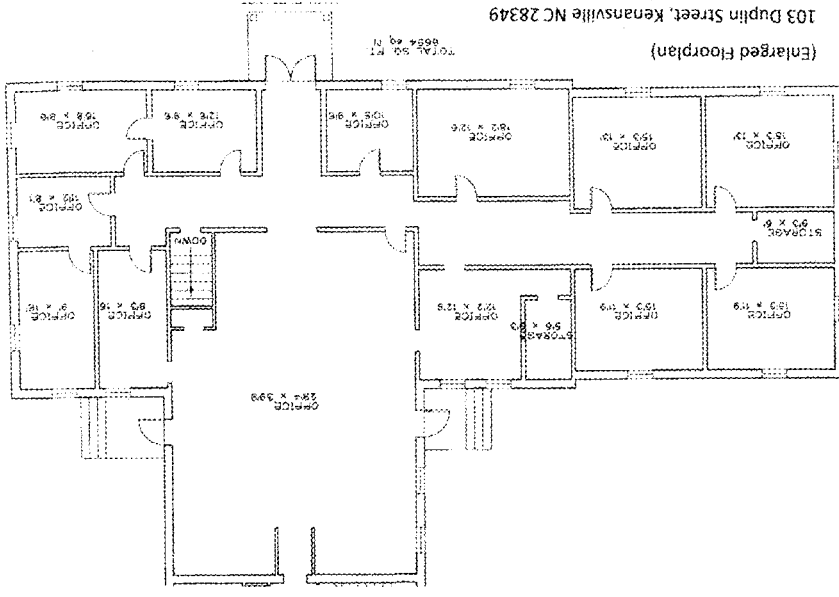
I, Shakeria L. Little, a Notary Public in and for the County and State aforesaid, do hereby certify that Joanne Rowland personally appeared before me this date and acknowledged the due execution of the foregoing instrument as Director of Purchasing Office of the Department of Adult Correction of the State of North Carolina, for the purposes therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the 4 day of December, 2024.

Shakeria L. Little
Notary Public
Printed Name: Shakeria L. Little

My Commission Expires: 08/06/2028

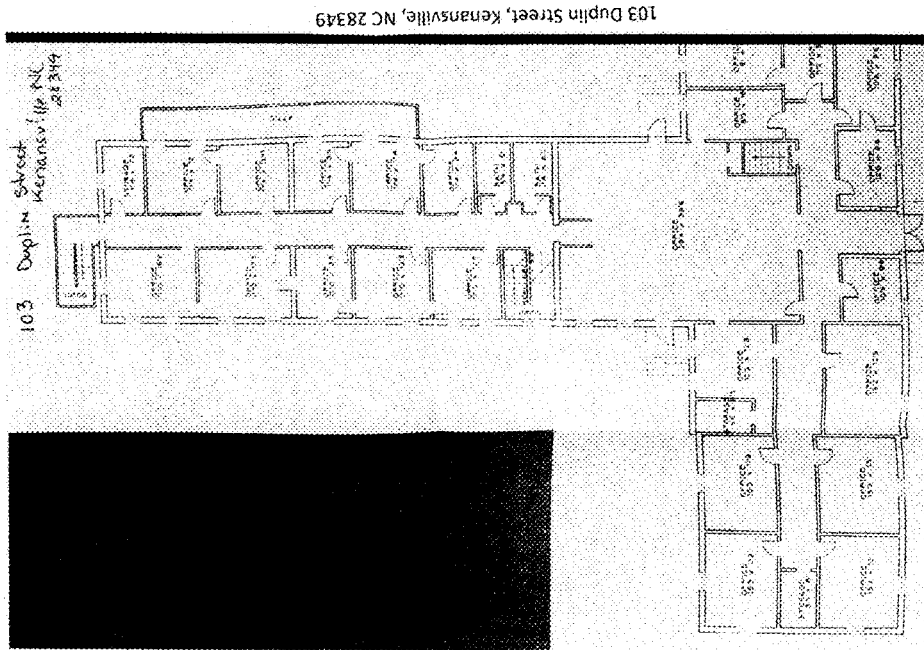




± 6,654 net square feet

File Number: 31-511
NRF
Last Update June 2023

Exhibit A



000196

000196

Exhibit B

SPECIFICATIONS FOR NON-ADVERTISED LEASE

1. The floor plan should show building exits for the proposed space. Also, provide the year the building was constructed.
2. This facility must provide an environment that is barrier free and easily accessible to physically disabled staff, visitors and clientele. Compliance with the State Building Code and the Americans with Disabilities Act (ADA) is required. Toilet facilities shall be ADA accessible and code compliant.
3. The air conditioning and heating system shall be maintained by Lessor including frequent filter cleaning and replacement. Year-round ventilation shall be provided to prevent stale air problems and unacceptable CO2 content. Waiting areas, LAN room and conference room(s) may require additional HVAC.
4. Telecommunication room temperature should be within a range of 65° to a maximum of 75°. This is a 24-hour per day, 7-days per week requirement. A separate HVAC system may be required to maintain this temperature range.
5. All lighting and electrical maintenance shall be furnished by Lessor including the replacement of ballasts, light tubes and replacement bulbs.
6. The Lessor shall provide required fire extinguishers and servicing, pest control (by a licensed technician) and outside trash disposal including provision for the handling of recycling items such as aluminum cans, cardboard, and paper. Frequent trash and recycling pick-up required. Year-round maintenance is required to maintain a neat and professional appearance of the site at all times.
7. Lessor shall provide internal and external signs that will provide easy identification of the office by the general public (if applicable NC DAC request please work to be performed by Correction Enterprises).
8. Locking hardware is required on all storage rooms, equipment rooms, files rooms and LAN room. Supply storage closets require shelving.
9. The Lessor shall provide sufficient window coverings shall be provided to control glare within the space (venetian blinds or acceptable equivalent).

10. The Lessor shall provide vinyl tile or other floor covering acceptable to the State in all finished areas. Prefer carpeting for all offices and conference rooms. If floors are carpeted, they should be commercial grade 26 oz or 24 oz carpet squares preferred, acceptable to the Lessee. LVT tile is preferred in the waiting area, LAN room(s), kitchenette, restrooms and hallways. LAN room tile should be anti-static. New or like-new carpet is preferred. If not new, carpet must be professionally cleaned and all stains removed before occupancy. High traffic areas will require frequent cleaning and replacement of floor finishes to maintain a neat, clean, high-quality finish and will be at the State Property Office's discretion.
11. Lessor shall shampoo all carpet and clean the outside of the building windows annually.
12. Lessor shall be responsible for snow and debris removal as quickly as possible to avoid work delays.
13. The per square foot price proposal is based on the floor plan and repair lists agreed upon by the State of North Carolina and includes but it not limited to all partitions, demolition, and up fitting costs: building and grounds maintenance; property taxes; insurance; fire and safety inspection fees; stormwater fees; land transfer tax; common area maintenance and other building operational costs.
14. The number of keys to be provided to the State for each lockset shall be reasonably determined by the State prior to occupancy, at no cost to the State.
15. All parking areas shall be adequately lighted and located within a reasonable distance of the office.
16. Lessor shall provide all conduits and pull strings from above the ceiling to outlet boxes. State to install wiring and cover plates.
17. Lessor is responsible for providing all cleaning supplies, paper and soap products for kitchen and bathrooms regardless of who contracts for janitorial services.

The lessor is in agreement with the above conditions and the conditions of the also signed "proposal to Lease to the State of North Carolina" Form PO-28.

Contract#: 0098C-003-FY25
GL # 59345-501-56000-5301026
Obligated Amount: \$68,810

ADDENDUM

EFFECTIVE DATE: July 1, 2024 - June 30, 2025

This is an Addendum to 0098C dated July 1, 2024, between County of Duplin (hereinafter referred to as "Contractor or Duplin 4H") and Trillium Health Resources (hereinafter referred to as "Trillium") (collectively "the Parties").

I. PURPOSE.

This Addendum supports \$68,810.00 in Federal Non-Unit Cost Reimbursement (Non-UCR) funds in Substance Use, Prevention, Treatment and Recovery Services Block Grant (SUPTRS) Prevention on a one-time basis for Workforce. The funding is for the following:

- A. Program Enhancements for Youth and Parent Education, Community-based Processes, and Environmental Strategies:
 - Purchase and/or development of resources to support youth and parent education programs.
 - Spanish (and other non-English) language materials -- purchase or developed.
 - Purchase of lockboxes and medication disposal kits to support LYM Campaign and Rx secure storage and disposal initiatives.
 - Communication Campaign support and expansion including but not limited to targeted media efforts.
- B. Syner Work:
 - Conduct merchant education for 90% of tobacco retail outlets in a given area.
 - Pay personnel/staff for time and travel.
- C. Workforce Development, Recruitment, and Retention:
 - Hire new prevention staff and/or consultants to support planning, implementation, evaluation of primary prevention strategies.
 - Prevention Staff Retention Adjustments for full-time staff and part-time staff.
 - Trainings and/or conference events that will occur prior to September 25, 2025
 - Staff mileage for prevention efforts between September 1, 2023 - September 30, 2025
- D. Office Supplies and Technology Upgrades:
 - The purchase of office supplies, technology and equipment enhancements that support the implementation of primary prevention services.
- E. Indirect Cost (up to 10%):
 - Indirect cost should include executive/administrative staff not working directly with the prevention program and professional services.

II. CONTRACTOR RESPONSIBILITIES.

- A. Contractor will utilize funds in accordance with the Scope of Work (SOW) referenced and attached hereto as Attachment A - Scope of Work.

III. TRILLIUM RESPONSIBILITIES.

- A. Trillium shall reimburse Contractor a maximum not to exceed \$68,810 in Federal Non-UCR funds referenced and attached hereto as Attachment B - Budget.

Federal Non-UCR
25-TR-38
SUPTRS Prevention - Workforce
ALM993.959

IV. INVOICING AND REIMBURSEMENT.

- A. Monthly: Contractor shall submit one invoice by the 10th of the month to Trillium Health Resources c/o Accounts Payable:
 - Email: AccountsPayable@trilliumhealth.com or AccountsPayable@trilliumhealth.com
 - US Postal Mail: 144 College Road, Aliso Viejo, CA 92656
- B. Invoice must be pre-audited by Contractor for compliance with all performance-based requirements prior to invoicing.
- C. Each invoice must include an attestation/certification statement that states the following: "I hereby attest or certify that the costs reported for reimbursement represent allowable costs which have been expended according to the terms of the Contract and such costs are documented in our accounting records." This statement must be signed and dated by an authorized representative of Contractor.
- D. Contractor shall identify on each invoice the service(s) being invoice and the Non-UCR Contract number associated with the invoice. For these invoices, Contractor should use "SUPTRS Prevention - Workforce #0098C-003-FY25" in the subject line of the email.
- E. Invoices/billing documentation received after sixty (60) days from the deadline may be subject to slower processing times, or be at risk for unavailability of funds with the exception of fiscal year end, June 30th. All invoices for the fiscal year must be submitted by July 15th in order to receive reimbursement, as funds for the fiscal year are unavailable to Trillium after July 27th.
- F. All assets purchased with these funds with a value of \$5,000 or more must be reported to Trillium on a monthly basis.
- G. Payments shall be made within thirty (30) days after receipt of a complete, accurate, and approved invoice.
- H. Funds shall be used in accordance with cost principles describing allowable and unallowable expenditures for nonprofit organizations in accordance with OMB Circular A-122.

V. REPORTING REQUIREMENTS.

- A. Contractor is required to meet all requirements of the Substance Use, Prevention, Treatment and Recovery Services Block Grant (SUPTRS) Prevention and to accurately complete and submit all required reports to Trillium and the State Office of Prevention in compliance with identified time frames, this includes entries into the ECCO System by the 10th of the month for the prior month's services.
- B. A Semi-Annual Compliance Report due by January 10, 2024 and July 10, 2024. If the 10th falls on a weekend or a State recognized holiday, the report will be due by the close of business on the preceding business day and shall be submitted to Trillium Contract Reporting at ContractReporting@trilliumhealth.com.
- C. When submitting the report(s) Contractor will identify in the subject line of the email and on the report, the service(s) being reported and the Non-UCR Contract number associated with the report. For this report, Contractor should use "SUPTRS Prevention-Workforce #0098C-003-FY25" in the subject line of the email and on the report(s).

VI. SPECIAL CONDITIONS.

- A. SUPTRS funds shall not be used to provide inpatient services.
- B. SUPTRS funds are prohibited to be used to provide or purchase inpatient hospital services, except that SUPTRS funds may be used with the exception as described in 45 CFR 96.135 (c), along with documentation of the receipt of prior written approval of the Business and Financial

Federal Non-UCR
25-TR-38
SUPTRS Prevention - Workforce
ALM993.959

- C. Operations Director of DMHDSUS and the Chief of Substance Use and Management Operations:
SUPTRS funds are prohibited to be used to make, or to allow to be made, any cash payments to any recipients or intended recipients of health or behavioral health services. The provision of cash or cash cards is strictly prohibited, as is the provision of gift cards, which are considered to be cash equivalents;
- D. SUPTRS funds are prohibited to be used for the purchase or improvement of land, purchase, construction, or permanent improvement (other than minor remodeling) of any building or other facility, or purchase of major equipment, including, but not limited to, medical equipment, IT equipment, and vehicles;
- E. SUPTRS funds are prohibited to be used to satisfy any requirement for the expenditure of non-Federal funds as a condition of receipt of Federal funds (i.e., Federal funds may not be used to satisfy any condition for any state, local or other funding match requirement);
- F. SUPTRS funds are prohibited to be used to provide financial assistance to any entity other than a public or nonprofit private entity;
- G. SUPTRS funds are prohibited to be used to provide financial assistance to any entity other than a public or nonprofit private entity;
- H. SUPTRS funds are prohibited to be used to provide individuals with hypodermic needles or syringes so that such individuals may use illegal drugs;
- I. SUPTRS funds are prohibited to be used to provide individuals with treatment services in penal or correctional institutions of the State;
- J. SUPTRS funds are prohibited to be used towards the annual salary of any contractor or subcontractor, including LME/MCO, provider, or contractor employee, consultant, or other individual that is in excess of Level 1 of the most current US Office of Personnel Management federal Executive Salary Schedule. This amount is currently designated for the calendar year effective January 2024 at an annual salary of \$235,600;
- K. Contractor agrees to acknowledge Trillium Health Resources as the funding source in any brochures, advertising, trainings, or other information distributed to the public. Contractor must only use Trillium provided logos on any websites and/or printed materials dedicated to the program. Contractor should not use the Trillium Health Resources name on any literature without obtaining prior approval.
- L. Contractor agrees that Contractor will not publish or communicate to any person or entity any defamatory or Disparaging (as defined below) remarks, comments or statements through any media whatsoever or in any public forum concerning Trillium, its employees, Governing Board or members. "Disparaging" remarks, comments or statements are those that impugn the character, honesty, integrity, morality or business acumen or abilities in connection with any aspect of the operation of business of the individual or entity being disparaged. This paragraph shall not prohibit Contractor from providing truthful testimony or information to any court, regulatory body, auditing body or governing body in response to a lawful request for such testimony or information, or as otherwise required by law, regulation, or valid court order from a court of competent jurisdiction or authorized government agency, provided that such compliance does not exceed that required by the law, regulation or order. Further, this paragraph does not, in any way, restrict or impeded Contractor from exercising protected rights to the extent that such rights cannot be waived by agreement.

Signatures:
Each party has caused this Addendum and all applicable attachments to be executed as the act of said party. Each individual signing below certifies that he or she has been granted the authority to bind the respective party to the terms of this Addendum and any Attachments thereto.

SIGNATURE AREA

Joy Furrell, CEO
Trillium Health Resources

Authorized Signer
County of Daphin

Signature Page Between:
TRILLIUM HEALTH RESOURCES
And
COUNTY OF DUPLIN

IN WITNESS WHEREOF:

IN WITNESS WHEREOF: Each party has caused this Addendum and all applicable attachments to be executed as the act of said party. Each individual signing below certifies that he or she has been granted the authority to bind the respective party to the terms of this Addendum and any Attachments hereto.

SIGNATURE AREA
Joy Futrell
Authorized Signer
County of Duplin

SIGNATURE AREA
Joy Futrell, CKO
Trillium Health Resources

This instrument has been pre-audited in the manner required by the Local Budget and Fiscal Control Act, General Statute 159.

SIGNATURE AREA
Melissa Owens, CFO
Trillium Health Resources

ATTACHMENT A - BUDGET

Table with multiple columns and rows, mostly obscured by heavy black redaction bars.

SIGNATURE AREA
Melissa Owens
County of Duplin

SIGNATURE AREA
Trillium Health Resources

Contract: 0098C-002-FY25
GL # 59345-903-59000-531010
Obligated Amount: \$33,205.32

ADDENDUM

EFFECTIVE DATE: July 1, 2024 -- June 30, 2025

This is an Addendum to 0098C dated July 1, 2024, between County of Duplin (hereinafter referred to as "Contractor or Duplin 4H") and Trillium Health Resources (hereinafter referred to as "Trillium") (collectively "the Parties").

I. PURPOSE.

This Addendum supports \$33,205.32 in Federal Non-Unit Cost Reimbursement (Non-UCR) funds in Substance Use, Prevention, Treatment and Recovery Services Block Grant (SUPTRS) Prevention on a one-time basis for Child SA Prevention (Child SAP).

II. CONTRACTOR RESPONSIBILITIES.

A. Contractor will utilize funds in accordance with the Budget referenced and attached hereto as Attachment A -- Budget.

III. TRILLIUM RESPONSIBILITIES.

A. Trillium shall reimburse Contractor a maximum not to exceed \$33,205.32 in Federal Non-UCR funds referenced and attached hereto as Attachment B -- Budget.

IV. INVOICING AND REIMBURSEMENT.

A. Monthly, Contractor shall submit one invoice by the 10th of the month to Trillium Health Resources c/o Accounts Payable:

- Email: Payable@trilliumhealth.com or ContractorSupport@trilliumhealth.com
- US Postal Mail: 144 College Road, Ahoskie, NC 27910

B. Invoice must pre-audited by Contractor for compliance with all performance-based requirements prior to invoicing

C. Each invoice must include an attestation/certification statement that states the following: "I hereby attest and certify that the costs reported for reimbursement represent allowable costs which have been expended according to the terms of the Contract and such costs are documented in our accounting records." This statement must be signed and dated by an authorized representative of Contractor.

D. Contractor shall identify on each invoice the services(s) being invoice and the Non-UCR Contract number associated with the invoice. For these invoices, Contractor should use "SUPTRS Prevention - Child Prevention 0098C-002-FY25" in the subject line of the email.

E. Invoices/billing documentation received after sixty (60) days from the deadline may be subject to slower processing times, or be a risk for unavailability of funds with the exception of fiscal year end, June 30th. All invoices for the fiscal year must be submitted by July 15th in order to receive reimbursement, as funds for the fiscal year are unavailable to Trillium after July 27th.

F. All assets purchased with these funds with a value of \$5,000 or more must be reported to Trillium on a monthly basis.

G. Payments shall be made within thirty (30) days after receipt of a complete, accurate, and approved invoice.

H. Funds shall be used in accordance with cost principles describing allowable and unallowable expenditures for nonprofit organizations in accordance with OMB Circular A-122.

Federal Continuum Block Grant
Non-UCR
Child SAP
ALN993 959

Contract: 0098C-002-FY25
GL # 59345-903-59000-531010
Obligated Amount: \$33,205.32

V. REPORTING REQUIREMENTS.

A. Contractor is required to meet all requirements of the Substance Use, Prevention, Treatment and Recovery Services Block Grant (SUPTRS) Prevention and to accurately complete and submit all required reports to Trillium and the State Office of Prevention in compliance with identified time frames; this includes entries into the ECCO System by the 10th of the month for the prior month's services.

B. A Semi-Annual Compliance Report due by January 10, 2025 and July 10, 2025. If the 10th falls on a weekend or a State recognized holiday, the report will be due by the close of business on the preceding business day and shall be submitted to Trillium Contract Reporting at ContractorSupport@trilliumhealth.com.

C. When submitting the report(s) Contractor will identify in the subject line of the email and on the report, the service(s) being reported and the Non-UCR Contract number associated with the report. For this report, Contractor should use "SUPTRS Prevention-Child Prevention 0098C-002-FY25" in the subject line of the email and on the report(s).

VI. SPECIAL CONDITIONS.

A. SUPTRS funds shall not be used to provide inpatient services;

B. SUPTRS funds are prohibited to be used to provide or purchase inpatient hospital services, except that SUPTRS funds may be used with the exception as described in 45 CFR 96.135 (c), along with documentation of the receipt of prior written approval of the Business and Financial Operations Director of DMHDDSDUS and the Chief of Substance Use and Management Operations;

C. SUPTRS funds are prohibited to be used to make, or to allow to be made, any cash payments to any recipients or intended recipients of health or behavioral health services. The provision of cash or cash cards is strictly prohibited, as is the provision of gift cards, which are considered to be cash equivalents;

D. SUPTRS funds are prohibited to be used for the purchase or improvement of land, purchase, construction, or permanent improvement (other than minor remodeling) of any building or other facility, or purchase of major equipment, including, but not limited to, medical equipment, IT equipment, and vehicles;

E. SUPTRS funds are prohibited to be used to satisfy any requirement for the expenditure of non-Federal funds as a condition of receipt of Federal funds (i.e., Federal funds may not be used to satisfy any condition for any state, local or other funding match requirement);

F. SUPTRS funds are prohibited to be used to provide financial assistance to any entity other than a public or nonprofit private entity;

G. SUPTRS funds are prohibited to be used to provide financial assistance to any contractor or other individual that is in excess of Level 1 of the most current US Office of Personnel Management federal Executive Salary Schedule. This amount is currently designated for the calendar year effective January 2024 at an annual salary of \$235,600;

H. SUPTRS funds are prohibited to be used to provide individuals with treatment services in penal or correctional institutions of the State;

I. SUPTRS funds are prohibited to be used to provide individuals with treatment services in penal or correctional institutions of the State;

J. SUPTRS funds are prohibited to be used towards the annual salary of any contractor or subcontractor, including LME/MCO, provider, or contractor employee, consultant, or other individual that is in excess of Level 1 of the most current US Office of Personnel Management federal Executive Salary Schedule. This amount is currently designated for the calendar year effective January 2024 at an annual salary of \$235,600;

Federal Continuum Block Grant
Non-UCR
Child SAP
ALN993 959

009200

Contract#: 0098C-002-FY25
GL # 50345-503-50000-5321010
Obligated Amount: \$33,205.32

ATTACHMENT A - BUDGET

Table with columns for Category, Budget Line Item, and Amount. The table contains numerous rows of budgetary data, including categories like Personnel, Materials, and Services. A total amount of \$33,205.32 is indicated at the bottom right of the table.

TOTAL REQUESTED AMOUNT \$ 33,205.32
SIGNATURE AREA
County of Duplin

Federal Continuous Block Grant
Non-UCR
Child SAP
ALN#93.959

Contract#: 0098C-002-FY25
GL # 50345-503-50000-5321010
Obligated Amount: \$33,205.32

- K. Contractor agrees to acknowledge Trillium Health Resources as the funding source in any brochures, advertising, trainings, or other information distributed to the public. Contractor must only use Trillium provided logos on any websites and/or printed materials dedicated to the program. Contractor should not use the Trillium Health Resources name on any literature without obtaining prior approval.
- L. Contractor agrees that Contractor will not publish or communicate to any person or entity any defamatory or Disparaging (as defined below) remarks, comments or statements through any media whatsoever or in any public forum concerning Trillium, its employees, Governing Board or members. "Disparaging" remarks, comments or statements are those that impugn the character, honesty, integrity, morality or business acumen or abilities in connection with any aspect of the operation of business of the individual or entity being disparaged. This paragraph shall not prohibit Contractor from providing truthful testimony or information to any court, regulatory body, auditing body or governing body in response to a lawful request for such testimony or information, or as otherwise required by law, regulation, or valid court order from a court of competent jurisdiction or authorized government agency, provided that such compliance does not exceed that required by the law, regulation or order. Further, this paragraph does not, in any way, restrict or impeded Contractor from exercising protected rights to the extent that such rights cannot be waived by agreement.

Signatures:
Each party has caused this Addendum and all applicable attachments to be executed as the act of said party. Each individual signing below certifies that he or she has been granted the authority to bind the respective party to the terms of this Addendum and any Attachments thereto.
SIGNATURE AREA
Joy Furell, CEO
Trillium Health Resources

Signature of Joy Furell
Authorized Signer
County of Duplin

Federal Continuous Block Grant
Non-UCR
Child SAP
ALN#93.959

Contract#: 0098C-062-FY25
GL # 59145-583-55000-5371010
Obligated Amount: \$33,205.32

Signature Page Between:
TRILLIUM HEALTH RESOURCES
And
COUNTY OF DUPLIN

IN WITNESS WHEREOF:

IN WITNESS WHEREOF: Each party has caused this Addendum and all applicable attachments to be executed as the act of said party. Each individual signing below certifies that he or she has been granted authority to the terms of this Addendum and any Attachments thereto.

Joy Fattrell
County of Duplin

Joy Fattrell, CEO
Trillium Health Resources

Melissa Owens
County of Duplin

Melissa Owens, CFO
Trillium Health Resources

Federal Continuous Block Grant
Non-UCCR
Child SAP
ALN#693.959

Duplin County, NC
JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	PNL DEPT	CLERK	ENTY	AUTO-REV	STATUS	BUD YEAR	PNL TYPE	AMOUNT
2025	05	28	806	11/13/2024	11/13/2024	113824	113824	1	N	PLCC	2025		8,962.00
ACCOUNT DESCRIPTION													
1	4382	43804					T			A & P RESERVE			8,962.00
2	4383	43800					T			PROFESSIONAL SERVICES			6,562.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	PNL DEPT	CLERK	ENTY	AUTO-REV	STATUS	BUD YEAR	PNL TYPE	AMOUNT
2025	05	28	806	11/13/2024	11/13/2024	113824	113824	1	N	PLCC	2025		1,400.00
ACCOUNT DESCRIPTION													
1	4320	43200					T			DUES AND SUBSCRIPTIONS			1,400.00
2	4320	43220					T			PRINTERS			1,000.00
3	4320	43260					T			OFFICE SUPPLIES			1,850.00
4	4320	43111					T			TRAINING			863.00
5	4320	43200					T			MARKETING			275.00
6	4320	43200					T			UTILITIES			5,113.00
7	4320	43313					T			LEGAL ADVERTISING			275.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	PNL DEPT	CLERK	ENTY	AUTO-REV	STATUS	BUD YEAR	PNL TYPE	AMOUNT
2025	05	20	806	11/13/2024	11/13/2024	113824	113824	1	N	PLCC	2025		200.00
ACCOUNT DESCRIPTION													
1	4380	43110					T			TRAVEL			200.00
2	4310	40183					T			HOSPITAL INSURANCE			9,005.00

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Duplin County, NC

JOURNAL INQUIRY

YEAR PER JOURNAL	SIC	EFF DATE	ENT DATE	INL DESC	CLERK	ENTITY	AUTO-REV STATUS	BUD YEAR	INL TYPE
2025	05	131	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
1	4330	46583			T	HOSPITAL INSURANCE			9,800.00
2	4330	45100			T	CAPITAL OUTLAY			9,800.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	134	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
1	4334	41980			T	PROFESSIONAL SERVICES			9,200.00
2	4324	43520			T	REPAIRS & MAINTENANCE EQUIPME			9,200.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	144	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
1	3820	45340			T	SOFTWARE MAINTENANCE			1,200.00
2	3820	45310			T	TRAVEL			1,200.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	145	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
1	4320	40185			T	HOSPITAL INSURANCE			9,500.00
2	4330	45300			T	CAPITAL OUTLAY			9,500.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	122	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									

Duplin County, NC

JOURNAL INQUIRY

YEAR PER JOURNAL	SIC	EFF DATE	ENT DATE	INL DESC	CLERK	ENTITY	AUTO-REV STATUS	BUD YEAR	INL TYPE
2025	05	130	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
3	4380	42050			T	LEGAL			200.00
4	4330	43530			T	REPAIRS VEHICLES			9,000.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	132	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
1	4310	40181			T	HOSPITAL INSURANCE			9,500.00
2	4310	43330			T	REPAIRS VEHICLES			9,500.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	132	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									
1	4320	40185			T	HOSPITAL INSURANCE			9,500.00
2	4330	45300			T	CAPITAL OUTLAY			9,500.00
YEAR PER JOURNAL SIC EFF DATE ENT DATE INL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR INL TYPE									
2025	05	122	11/17/2024	111824	CLERK	blanca,prineda	N	2025	
ACCOUNT DESCRIPTION									

BA # _____

Duplin County
Budget Amendment

Department Title
Department Head's Signature
(Form can be emailed to Finance from Dept. Head)

Register of Deeds
[Signature]

Manager can only approve the moving of budgeted expense under \$1,000.
Expansions requests over \$1,000 must be approved by Board of Commissioners.
Requester must provide a detailed description of why this amendment is being requested.
Requesting a total of \$8,982.00 be transferred from the Register of Deeds A/EAP Reserve Account (4181-41804) to the Register of Deeds A/EAP Professional Services Account (4181-41930). The funds will be used to preserve (1) real property book. Deed Book 30

Account	Line Item Description	Credit Amount	Balance	Line Item Description	Debit Amount
4181-41804	A/EAP Reserve Account	8,982.00	4181-41930	A/EAP Professional Services	8,982.00
Total		8,982.00	Total		8,982.00

Finance Signature
Date Approved:
[Signature]

Manager Signature
Date Approved:

Commissioner Approval
Date Approved:



Duplin County, NC
JOURNAL INQUIRY

YEAR PER JOURNAL SNC EFF DATE JNL DATE JNL DESC CLERK ENTITY AUTH-REV STATUS BID YEAR JNL TYPE
 2025 7402 4280 11/17/2024 11/17/2024 7402 STURCLETORWA N HACC 2025
 1 7402 45100 Y CAPITAL OUTLAY 3,138.94
 7 7402 4280 T PROGRAM SUPPLIES 3,138.94

9 Journals printed
** END OF REPORT - Generated by Bianca Pineda **

BA # _____ Duplin County
Budget Amendment

Department Title _____ Finance
Department Head's Signature _____
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 must be approved by Board of Commissioners
Brief description of why this amendment is being requested:
Budget adjustments

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4380-4310	Travel	200.00	4380-42050	Legal	200.00
4310-40183	Hospital Insurance	9,000.00	4310-43530	Vehicle Repairs	9,000.00
Total					9,200.00

Finance Signature _____
Date Approved: _____
Manager Signature _____
Date Approved: _____
Commissioner Approval _____
Date Approved: _____

BA # _____ Duplin County
Budget Amendment

Department Title _____ TRANSPORTATION
Department Head's Signature _____
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000
Expenditure requests over 10,000 or any changes to revenue must be approved by Board of Commissioners
Brief description of why this amendment is being requested:
Moving monies to cover utilities through FY25

Line Item Description	Credit Amount	Line Item Description	Debit Amount
4520-44910 Dues & Subscriptions	1,400.00	4520-43330 Utilities	5,000.00
4520-42120 Uniforms	1,000.00	4520-43913 Legal Advertising	275.00
4520-42600 Office Supplies	1,860.00		
4520-43111 Training	275.00		
4520-43910 Marketing	275.00		
Total			5,875.00

Finance Signature _____
Date Approved: _____
Manager Signature _____
Date Approved: _____
Commissioner Approval _____
Date Approved: _____

10/000

BA # 3

Duplin County
Budget Amendment

Department Title Veterans
Department Head's Signature Monique Jones
(form can be e-mailed to Finance from Dept. Head)

Duplin County
Budget Amendment

Department Title Collections
Department Head's Signature Susan Thomas
(form can be e-mailed to Finance from Dept. Head)

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

Moving necessary money to move the account from the negatives

Manager can only approve the moving of budgeted expense under 10,000

Expenditure requests over 10,000 must be approved by Board of Commissioners

Brief description of why this amendment is being requested:

To cover cost of freight for shipping computers and adding wheels.

Expense Code to DECREASE	Line Item Description	Credit Amount	Line Item Description	Debit Amount	
5820-43540	Software Maintenance	1,200.00	5820-43110	Travel	1,200.00
Total		1,200.00	Total	1,200.00	

Finance Signature _____
Date Approved: _____
Manager Signature Cubby Rainia
Date Approved: 11/18/14
Commissioner Approval _____
Date Approved: _____

Expense Code to DECREASE	Line Item Description	Credit Amount	Line Item Description	Debit Amount	
7400-75100	Capital	3598.44	7402-4280	Program Supplies	13538.44
Total		0.00	Total	0.00	

Finance Signature _____
Date Approved: _____
Manager Signature Cubby Rainia
Date Approved: 11/18/14
Commissioner Approval _____
Date Approved: _____

DUPLIN COUNTY ADDRESSING DEPARTMENT
209 SEMINARY ST / PO BOX 950
KENANSVILLE NC 28349



ROAD NAME PETITION for UNNAMED ROAD

1. APPLICANT INFORMATION:
Name: Mabelyn Duarte Melgas
Address: 3616 S. NC 41 Hwy
City/State/Zip: Wallace N.C. 28466
Telephone: Work: _____ Home: (910)552-32-9

2. MAIL DETERMINATION TO (if different than applicant information):
Name: _____
Address: _____
City/State/Zip: _____

3. ROAD LOCATION: Township: Island Creek Range: _____
DESCRIPTION: Block of S NC 41 Hwy Wall

4. PARCEL TAX ID: 09-1167

5. PROPOSED ROAD NAME: _____
BACKUP NAME 1: CAMACHO DUARTE LN ✓
BACKUP NAME 2: CAMACHO'S LN
(NAME SHOULD BE LESS THAN 13 LETTERS)

6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD AS LISTED BY DUPLIN
PARCEL NUMBER: 09-1167
PARCEL OWNER NAME PRINT AND SIGNATURE and PH: Mabelyn Duarte Melgas

Fire Department Approval:

Signature: Michael Long
Print or type name: Michael Long
Department Name: Chimney Fork
Date: 10/17/24

USPS Approval:

Signature: Kaye Cuffin
Print or type name: Kaye Cuffin
Department Name: USPS Wallace
Date: 10/17/24

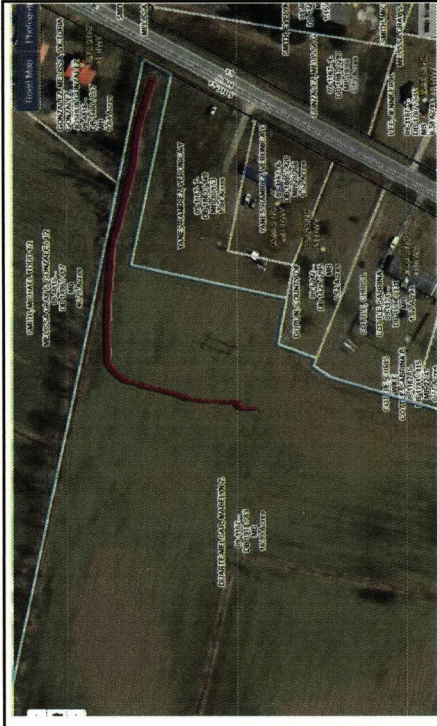
Landowners, please know that if you use the 911 address assigned for your residence to receive mail, your address WILL change. You will need to notify your mortgage, financial, insurance and any other company that sends you bills, important information, DMV, and other institutions you may use. We will notify USPS to update the E911 System and the county tax records.

11 10 18 20
 2 0 18 21
 00 0 18 21
 By: [Signature]

TOWN OF ROSE HILL
 TAX REQUEST

NAME	TAXPAYER	TAXPAYER ID	TAX YEAR	RELEASE DATE INFORMATION		TOTAL	REASON FOR CHANGE
				ACCOUNT NUMBER	DATE		
FLORES, ALEXANDER WILLIAM	11	177	2021	247540	82.21	82.21	SOLD MY TRAILER 2020
FLORES, ALEXANDER WILLIAM	11	177	2022	247540	82.21	82.21	SOLD MY TRAILER 2020
FLORES, ALEXANDER WILLIAM	11	177	2021	247540	82.21	82.21	SOLD MY TRAILER 2020
FLORES, ALEXANDER WILLIAM	11	177	2021	247540	82.21	82.21	SOLD MY TRAILER 2020
SPECTRUM SOUTHEAST, LLC	11	177	2024	00001974	2033.17	2033.17	PERGERS IN BILLING PERILLING
GRAND TOTAL					3,998.97	3,998.97	2,454.64

SUBMITTED BY: [Signature] DATE APPROVED: 11-23-21



Instructions for what to do with attachments once approved:

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

81000

000211

LI 10-10-24
CW 10-10-24
AN 10-10-24

TOWN OF MOSE HILL
TAX PRECEPT
RELEASE DATE OCTOBER 31, 2024

NAME	TOWNSHIP	DATE	AMOUNT	REMARKS
BARLOS ALFREDO & WILEILA BARROS	11	7-7	356.63	196.63 APPLICATION FOR ELDERLY EXEMPTION
GRAND TOTAL			356.63	

DATE APPROVED: 11-12-24

8-Nov-2024 18:18 FROM: 9182962331

CW 11-7-24
AN 11/07/24

TOWN OF MOSE HILL
RELEASE DATE NOVEMBER 15, 2024

NAME	TOWNSHIP	DATE	AMOUNT	REMARKS
CUTINO ANNER LOSQUETE	11	7-7	8.86	76.63 DOES NOT OWN MVT TRAILER
CUTINO ANNER LOSQUETE	11	7-7	8.86	76.63 DOES NOT OWN MVT TRAILER
CUTINO ANNER LOSQUETE	11	7-7	8.86	76.63 DOES NOT OWN MVT TRAILER
CUTINO ANNER LOSQUETE	11	7-7	8.86	76.63 DOES NOT OWN MVT TRAILER
GRAND TOTAL			35.44	288.54

DATE APPROVED: 11-12-24



Airport Commission Month End Report October 2024



Operating Hours
Monday - Friday 7am - 6pm
Saturday 8am - 6pm
Sunday 10am - 6pm
Closed
Thanksgiving & Christmas Day

Airport Commission Members
Larry DeBono, Vice Chair
Joe Bryant
Al Connors
Roger Davis
Jack Uplah, Chair

Airport Staff
Joel Baynor, Airport Director
Danny Orendine, Airport Technician
Tyler Henley, Airport Technician
Al Warren, Sub Airport Technician

Month	Air-Gas Sales	Jet-A Sales	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil				
July	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	
August	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	
September	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	\$2,125.27	\$2,125.27	\$69,652.11	\$97,621.60	
October	\$26,608.04	\$94,344.98	\$123,952.97	\$26,608.04	\$26,608.04	\$94,344.98	\$123,952.97	\$26,608.04	\$26,608.04	\$94,344.98	\$123,952.97	\$26,608.04	\$26,608.04	\$94,344.98	\$123,952.97	\$26,608.04	\$26,608.04	\$94,344.98	\$123,952.97	\$26,608.04	\$26,608.04	\$94,344.98	\$123,952.97	
November																								
December																								
January																								
February																								
March																								
April																								
May																								
June																								
TOTAL	\$50,924.37	\$341,983.87	\$412,574.57	\$50,924.37	\$50,924.37	\$341,983.87	\$412,574.57	\$50,924.37	\$50,924.37	\$341,983.87	\$412,574.57	\$50,924.37	\$50,924.37	\$341,983.87	\$412,574.57	\$50,924.37	\$50,924.37	\$341,983.87	\$412,574.57	\$50,924.37	\$50,924.37	\$341,983.87	\$412,574.57	

Av-Gas % of Total
Full Price Gas: 11%
Discounted Gas: 49%
Avg Gas Av-Gas/Month: 51%
Jet-A % of Total: 89%
Discounted Gas: 91%
Avg Jet-A Av-Gas/Month: 20.863
Fuel Sales: 23,826.00
Total Fuel Sales: 23,826.00

Av-Gas % of Total
Full Price Gas: 11%
Discounted Gas: 49%
Avg Gas Av-Gas/Month: 51%
Jet-A % of Total: 89%
Discounted Gas: 91%
Avg Jet-A Av-Gas/Month: 20.863
Fuel Sales: 23,826.00
Total Fuel Sales: 23,826.00

Second highest month of fuel sales since 1980. Highest was \$2,262 and that was also October of last year. Have selected a design build contractor for New Spec Hangar, and highway construction bids came in good. Taxiway Connector A3 has been approved for funding. Project will start soon. Fuel farm design completed, waiting to bid. Cost estimate books good at \$2.1m. All New T-Hangers & Legacy T-Hangers fully occupied. Communal hangar full now.

Month	Av-Gas Sales	Jet-A Sales	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil	Av-Gas	Jet-A	Fuel	Oil				
July	328	776	1094	328	328	776	1094	328	328	776	1094	328	328	776	1094	328	328	776	1094	328	328	776	1094	
August	444	887	1208	444	444	887	1208	444	444	887	1208	444	444	887	1208	444	444	887	1208	444	444	887	1208	
September	391	781	1147	391	391	781	1147	391	391	781	1147	391	391	781	1147	391	391	781	1147	391	391	781	1147	
October	543	1086	1605	543	543	1086	1605	543	543	1086	1605	543	543	1086	1605	543	543	1086	1605	543	543	1086	1605	
November																								
December																								
January																								
February																								
March																								
April																								
May																								
June																								
Av-Gas	411.5	822.3	1233.5	411.5	411.5	822.3	1233.5	411.5	411.5	822.3	1233.5	411.5	411.5	822.3	1233.5	411.5	411.5	822.3	1233.5	411.5	411.5	822.3	1233.5	

Feet and Figures
Airport Commission Impact 4th Tuesday's at 7pm
DPL Total Economic Impact is \$70,000,000.00
2024 Based Aircraft Value is \$46,412,240
Based A/C values up 33.7 million over last year
7th Based Aircraft
7th Based Aircraft
Preferred Retailing Step

Project Name | **Project #** | **\$ Amount**
Connector Taxi Design | 7553 | \$97,625.00
Fuel Farm Design | 7554 | \$99,931.00
700Paved | 7555 | \$5,441,567.72
Construction Taxi/A3 | 7553 | \$4,789,002.71
Total Project \$ | **\$6,799,002.71**

Shelter Statistics - Intake

	Your Shelter				North Carolina (54 organizations)				United States (1265 organizations)			
	Dog	Cat	Other	Total	Dog	Cat	Other	Total	Dog	Cat	Other	Total
Previously Aligned	2	2	2	6	79	388	183	569	3,829	15,015	6,838	10,851
Previously Aligned	1	7	3	11	64	229	76	369	1,628	3,855	3,435	5,104
Chick	2	3	0	5	307	411	444	1,162	5,230	8,698	10,698	24,626
Domestic Summer	1	0	0	1	24	67	27	118	910	2,022	842	1,148
Domestic Winter	10	5	0	15	114	448	137	709	2,028	6,658	1,471	2,800
Service	0	0	0	0	0	5	5	10	405	1,431	800	1,743
Stray	48	30	15	93	362	735	696	1,793	8,381	18,881	22,688	49,849
Transfer	0	0	0	0	142	127	267	536	5,072	4,198	7,111	16,381
Wildlife	0	0	0	0	0	0	0	0	20	0	0	20
Total	68	45	21	134	1,083	2,913	1,642	5,638	23,654	46,222	46,843	97,017



Printed on: 10/1/2024
Latest entry: 10/1/2024
Run Date: 11/4/2024 11:49:37 AM

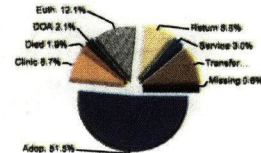
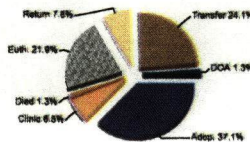
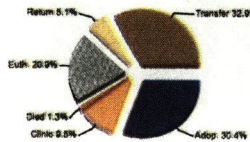


Shelter Statistics - Outcome

Start Date: October 01, 2024
End Date: October 31, 2024

USNC100
Duplin County Animal Services

Person	Your Shelter					North Carolina (54 organizations)					United States (1255 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
A) Have Email Address	6	3	0	0	0	405	627	948	427	30	15,281	23,812	37,048	19,003	1,764
B) Have Phone Number	17	19	8	18	1	539	1,180	1,115	556	124	17,053	32,481	40,140	22,936	2,222
C) Have ZipCode	17	17	12	21	1	539	1,189	1,113	556	126	16,875	32,168	39,807	22,234	2,195
Totals by Outcome															
Adoption	11	7	8	21	1	445	545	1,017	401	123	14,243	18,265	35,816	14,890	1,919
Clinic	5	7	3	0	0	57	243	74	69	2	1,583	3,720	3,540	5,472	63
Died	0	0	2	0	0	8	4	55	22	2	300	275	1,711	709	206
DOA	0	0	0	0	0	0	8	2	4	6	79	1,105	126	1,363	813
Euthanasia	11	22	0	0	0	112	505	243	614	25	1,320	8,168	3,054	6,056	1,440
Missing	0	0	0	0	0	0	1	1	1	0	21	66	51	133	2
Return To Owner	1	5	2	0	0	40	412	25	52	1	1,105	10,717	625	2,001	136
Service	0	0	0	0	0	0	5	0	62	0	322	833	1,038	2,729	21
Transfer	35	16	0	1	0	400	440	473	318	14	4,291	5,143	4,516	3,603	751
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	789
Total	63	57	15	22	1	1,062	2,163	1,890	1,543	173	23,274	48,292	50,479	36,956	6,147



Earliest entry: 10/1/2024
Latest entry: 10/31/2024

Daily Use Date: 11/2/2013
Run Date: 11/4/2024 11:49:37 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

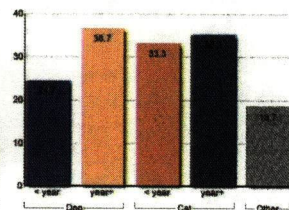
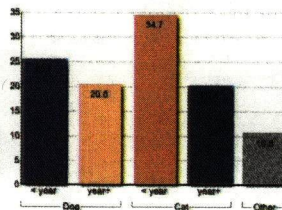
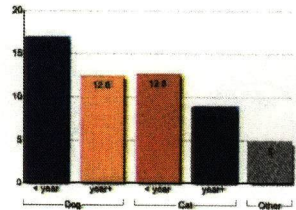


Shelter Statistics - Avg Length of Stay by Intake Type

Start Date: October 01, 2024
End Date: October 31, 2024

USNC100
Duplin County Animal Services

Intake Type	Your Shelter					North Carolina (54 organizations)					United States (1255 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Clinic	0	0.3	0	0	0	17.9	5.6	3.7	10.6	0	3.2	82.8	2.8	31	0.3
Owner Surrender	3.1	4.2	11	0	0	23	20.9	33.8	21.1	5.5	24.4	32.2	31.3	36.8	28.4
Return	5.9	0	0	0	0	20	31.7	14.3	31.1	53.1	17	58.1	11.8	49.1	25.2
Seized	4.9	11.3	0	20	0	27.3	19.7	39.3	12.2	7.7	27.3	28.8	37.8	25.4	27.1
Service	0	0	0	0	0	39.8	43.5	31.8	4.3	0	5.8	6	12.5	3.3	9.7
Stray	19.7	15.7	17	8.4	5	28.6	22.7	39.6	24.4	36.7	27.9	30.4	41	36.1	25.4
Transfer	0	0	0	0	0	27.3	33.6	28.9	27.9	0	28.3	43.9	27.5	53.6	63.5
Wildlife	0	0	0	0	0	0	0	0	0	1.8	0	0	0	0	2.4
Total	17	12.6	12.8	9	5	25.7	20.6	34.7	20.4	10.8	24.7	36.7	33.3	35.3	18.7



Earliest entry: 10/1/2024
Latest entry: 10/31/2024

Daily Use Date: 11/2/2013
Run Date: 11/4/2024 11:49:37 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

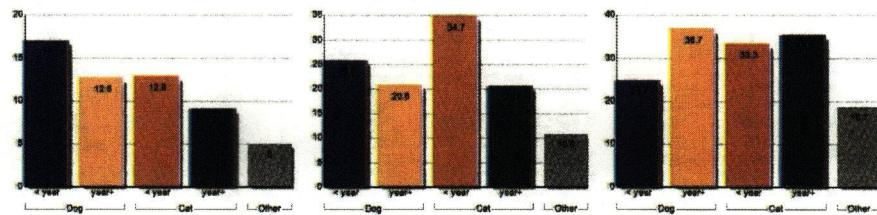


Shelter Statistics - Avg Length of Stay by Outcome Type

Start Date: October 01, 2024
End Date: October 31, 2024

USNC100
Duplin County Animal Services

Outcome Type	Your Shelter					North Carolina (54 organizations)					United States (1255 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Adoption	15.1	22.7	23.1	8.8	5	38.2	41.7	44.4	48.2	13.8	30.8	54.9	40.5	53.6	35.5
Clinic	0	0.3	0	0	0	18.5	5.6	3.7	10.6	0	3.3	92.6	2.8	30.4	0.6
Died	0	0	1.4	0	0	11.1	8.1	24.2	16	17.1	21.4	102.7	21	101.8	24.3
Euthanasia	31.2	7.3	0	0	0	18.7	14.2	18.6	7	0.1	17.4	18.3	12.2	16.5	3.7
Missing	0	0	0	0	0	0	3.8	100.9	0	0	114	315.8	123.4	263.5	662.5
Return To Owner	1	8.2	1.9	0	0	2.2	3.8	9.2	6.4	0.1	5.1	6.5	8.3	12.1	7.6
Service	0	0	0	0	0	0	1.1	0	4.2	0	3.4	7.2	7.1	4	0.5
Transfer	15.9	22.4	0	12	0	17.6	26.7	30.6	19.6	9.7	21.2	29.2	28.6	27.8	23
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21.4
Total	17	12.6	12.8	9	5	25.7	20.6	34.7	20.4	10.6	24.7	36.7	33.3	35.3	18.7



Earliest entry: 10/1/2024
Latest entry: 10/31/2024

Daily Use Date: 11/2/2013
Run Date: 11/4/2024 11:49:37 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

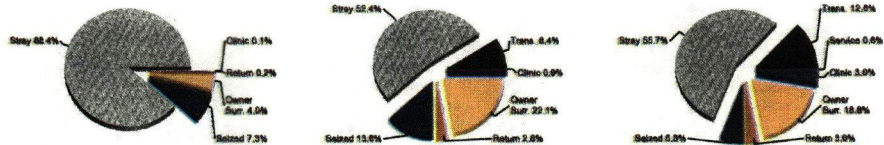


Shelter Statistics - Animal Care Days by Intake Type

Start Date: October 01, 2024
End Date: October 31, 2024

USNC100
Duplin County Animal Services

Intake Type	Your Shelter					North Carolina (54 organizations)					United States (1255 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Clinic	0	2	0	0	0	227	449	638	157	0	36400	132210	50844	59932	703
Owner Surrender	10	55	32	20	0	12259	12225	20488	11309	681	270146	493679	540685	397376	64411
Return	6	0	0	0	0	768	3780	678	1746	135	32173	142519	24982	81864	3722
Seized	112	56	0	44	0	5354	14433	5556	9216	415	100945	298666	77082	80963	36547
Service	0	0	0	0	0	50	53	188	316	0	4211	13612	11421	10901	2070
Stray	932	478	684	476	5	13429	62391	38159	20459	643	749878	1760807	1693205	947543	92712
Transfer	0	0	0	0	0	5090	6502	7725	2256	62	272908	347529	355522	195086	18924
Wildlife	0	0	0	0	0	0	0	0	0	159	0	0	0	0	13551
Total	1059	590	716	540	5	37176	99833	73432	45460	2094	1466661	3189023	2753742	1773666	232640



Earliest entry: 10/1/2024
Latest entry: 10/31/2024

Daily Use Date: 11/2/2013
Run Date: 11/4/2024 11:49:37 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

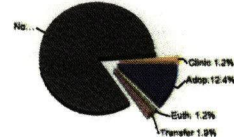
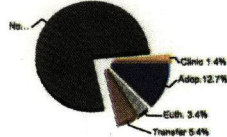
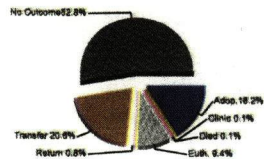


Shelter Statistics – Animal Care Days by Outcome Type

Start Date: October 01, 2024
End Date: October 31, 2024

USNC100
Duplin County Animal Services

Outcome Type	Your Shelter					North Carolina (54 organizations)					United States (1255 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Adoption	128	45	145	151	5	6986	6089	14958	4176	566	205026	227723	528132	186285	23231
Clinic	0	2	0	0	0	196	387	290	157	0	2983	4544	5358	5694	25
Died	0	0	3	0	0	89	54	507	239	30	2345	2268	16998	6023	802
Euthanasia	142	131	0	0	0	1258	2931	1855	2804	2	13391	52503	19615	24383	2883
Missing	0	0	0	0	0	0	4	29	0	0	588	990	1496	1823	35
Return To Owner	1	20	4	0	0	153	1059	131	289	0	4164	25784	2769	8424	504
Service	0	0	0	0	0	0	5	0	97	0	882	2501	4107	7569	9
Transfer	389	200	0	12	0	3841	3755	4600	1712	86	48281	48083	51417	26293	6209
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2449
No Outcome	401	193	565	377	0	24654	85569	51062	35985	1431	1191201	2824613	2123849	1507368	196493
Total	1659	590	716	540	5	37176	99833	73432	45460	2094	1466661	3189023	2753742	1773666	232640



Earliest entry: 10/1/2024
Latest entry: 10/31/2024

Daily Use Date: 11/2/2013
Run Date: 11/4/2024 11:49:37 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT



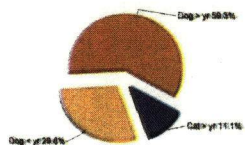
Shelter Statistics - Fees and Revenue

Start Date: October 01, 2024
End Date: October 31, 2024

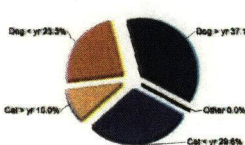
USNC100
Duplin County Animal Services

Fees	Your Shelter					North Carolina (54 organizations)					United States (1255 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Intake Revenue															
Avg Fees (\$)	10	10	0	0	0	10	11	10	13	10	54	70	44	57	39
Total Revenue (\$)	10	10	0	0	0	20	420	50	130	20	23,047	120,826	32,364	68,634	7,637
Adoption Revenue															
Avg Fees (\$)	10	20	0	15	0	78	82	52	44	10	216	119	108	72	41
Total Revenue (\$)	40	80	0	15	0	11,322	18,028	14,371	4,848	20	1,046,396	817,808	1,308,884	397,360	30,765

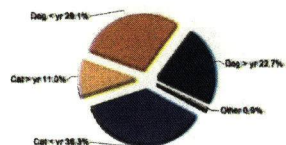
Total Adoption Revenue



Total Adoption Revenue



Total Adoption Revenue



Earliest entry: 10/1/2024
Latest entry: 10/31/2024

Daily Use Date: 11/2/2013
Run Date: 11/4/2024 11:49:37 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT

Intake Detail Report

Print Date Monday, November 4, 2024

Intake StartDate	10/1/2024 12:00 AM	Jurisdiction	All
Intake EndDate	10/31/2024 11:59 PM	Injury Cause	All
Intake Type	All	PreAltered	All
Intake SubType	All	Site Name	All
Species	All	Age Group	All
DDA	All	Animal Tag Type	All
Intake Status	Completed		

Animal#	Animal Name	Species	Breed	Age	Gender	Color	PreAltered	IntakeDate	Intake Type	PatID
ARN	Tag type	Size	Location / Sublocation	Altered	Danger	Danger Reason	S/N	By	Subtype	DOA
								Total Intakes: 15	Total Unique Animals: 15	
Owner/Guardian Surrender								Total Intakes: 10	Total Unique Animals: 10	
Return								Total Intakes: 1	Total Unique Animals: 1	
Seized / Custody								Total Intakes: 15	Total Unique Animals: 15	
Stray								Total Intakes: 141	Total Unique Animals: 141	

Total Intakes: 172

Outcome Summary Report

Print Date Monday, November 4, 2024

Outcome StartDate	10/1/2024 12:00 AM	Outcome Type	All
Outcome EndDate	10/31/2024 11:59 PM	Outcome SubType	All
Species	All	Jurisdiction	All
Age Group	All	TransferOut Reason	All
Site	All	Outcome Status	Completed

Animal#	Name	Species	Primary Breed	Age	Sex	Alter	Outcome Type	Outcome SubType	Outcome By	Recorded By
ARN#	Secondary Breed	Danger	Danger Reason	Jurisdiction	TransferOut Reason	Outcome Date/Time				
							Total Outcomes: 48	Total Unique Animals: 48		
Adoption							Total Outcomes: 15	Total Unique Animals: 15		
Clinic Out							Total Outcomes: 2	Total Unique Animals: 2		
Euthanasia							Total Outcomes: 33	Total Unique Animals: 33		
Return to Owner/Guardian							Total Outcomes: 8	Total Unique Animals: 8		
Transfer Out							Total Outcomes: 52	Total Unique Animals: 52		
Total Count:										158

Revenue Report

Print Date Monday, November 4, 2024

Receipt Date From 10/1/2024 12:00:00 AM Item All
 Receipt Date To 10/31/2024 11:59:00 PM Item Group All
 Account Code All Site All
 Cash Drawer All Payment Type All
 Refunds Include

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Item	Code	Cash Drawer			Type	(# Units @ Price)	Staff Person	Reference		Total Paid	
Item Number	IRN				UPCN	Item Type		Item Category		Late Fee	
(# Units @ Cost)	Markup %	Tax Code 1 (S)			Tax Code 2 (S)		Discount %	Site			
*CANINE ADOPTION FEE			Group % of Total Sales: 1.85%			\$120.00	\$0.00		\$0.00	\$120.00	\$120.00
<No Account Code>			Total Items: 13			\$120.00	\$0.00		\$0.00	\$120.00	\$120.00
*FELINE ADOPTION FEE			Group % of Total Sales: 0.40%			\$15.00	\$0.00		\$0.00	\$15.00	\$15.00
<No Account Code>			Total Items: 1			\$15.00	\$0.00		\$0.00	\$15.00	\$15.00
*LONNIE'S ANGELS 72-22065			Group % of Total Sales: 11.50%			\$375.00	\$0.00		\$0.00	\$375.00	\$375.00
<No Account Code>			Total Items: 8			\$375.00	\$0.00		\$0.00	\$375.00	\$375.00
*RESCUE DOG TRANSFER FEES			Group % of Total Sales: 12.27%			\$400.00	\$0.00		\$0.00	\$400.00	\$400.00
4390-34346			Total Items: 16			\$400.00	\$0.00		\$0.00	\$400.00	\$400.00
1BORDETTELLA BRONCHISERTICA			Group % of Total Sales: 4.80%			\$150.00	\$0.00		\$0.00	\$150.00	\$150.00
<No Account Code>			Total Items: 15			\$150.00	\$0.00		\$0.00	\$150.00	\$150.00
1CANINE VOUCHER 72-2206-001			Group % of Total Sales: 24.54%			\$800.00	\$0.00		\$0.00	\$800.00	\$800.00
<No Account Code>			Total Items: 8			\$800.00	\$0.00		\$0.00	\$800.00	\$800.00

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Item	Code	Cash Drawer			Type	(# Units @ Price)	Staff Person	Reference		Total Paid	
Item Number	IRN				UPCN	Item Type		Item Category		Late Fee	
(# Units @ Cost)	Markup %	Tax Code 1 (S)			Tax Code 2 (S)		Discount %	Site			
1DURAMUNE MAX 9 VACCINE ONLY			Group % of Total Sales: 4.80%			\$150.00	\$0.00		\$0.00	\$150.00	\$150.00
<No Account Code>			Total Items: 15			\$150.00	\$0.00		\$0.00	\$150.00	\$150.00
1FELINE VOUCHER 72-2206-001			Group % of Total Sales: 2.46%			\$80.00	\$0.00		\$0.00	\$80.00	\$80.00
72-2206-001			Total Items: 1			\$80.00	\$0.00		\$0.00	\$80.00	\$80.00
1FELOCELL OVR-C			Group % of Total Sales: 0.91%			\$20.00	\$0.00		\$0.00	\$20.00	\$20.00
<No Account Code>			Total Items: 2			\$20.00	\$0.00		\$0.00	\$20.00	\$20.00
1RADVAC1			Group % of Total Sales: 7.67%			\$250.00	\$0.00		\$0.00	\$250.00	\$250.00
<No Account Code>			Total Items: 25			\$250.00	\$0.00		\$0.00	\$250.00	\$250.00
1SITE INVESTIGATION			Group % of Total Sales: 16.34%			\$500.00	\$0.00		\$0.00	\$500.00	\$500.00
<No Account Code>			Total Items: 2			\$500.00	\$0.00		\$0.00	\$500.00	\$500.00
1BOARDING FEE			Group % of Total Sales: 0.40%			\$15.00	\$0.00		\$0.00	\$15.00	\$15.00
<No Account Code>			Total Items: 1			\$15.00	\$0.00		\$0.00	\$15.00	\$15.00
1LONNIE'S ANGELS VOUCHER			Group % of Total Sales: 0.00%			\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
72-22065			Total Items: 1			\$0.00	\$0.00		\$0.00	\$120.00	\$0.00
1MISC			Group % of Total Sales: 2.02%			\$66.00	\$0.00		\$0.00	\$66.00	\$66.00
<No Account Code>			Total Items: 5			\$66.00	\$0.00		\$0.00	\$66.00	\$66.00

Receipt#	Account	Receipt Date	Animal	Person	Payment	Subtotal	Discount	Reason	Tax	Total Due	Total
Paid Cash		Paid Check		Paid Debit		Paid Credit Card		Paid Gift Card		Paid Voucher	
Item	Code	Cash Drawer			Type	(# Units @ Price)	Staff Person	Reference		Total Paid	
Item Number		IRM			UPC#	Item Type		Item Category		Late Fee	
(# Units @ Cost)	Markup %	Tax Code 1 (S)			Tax Code 2 (S)		Discount %	Site			
OWNER SURRENDER FEE			Group % of Total Sales: 0.01%			Subtotal	Discount	Tax	Total Due (Paid)	Total	
<No Account Code>			Total Items: 2			\$20.00	\$0.00	\$0.00	\$20.00	\$20.00	
RABIES CLINIC VACCINE			Group % of Total Sales: 0.31%			Subtotal	Discount	Tax	Total Due (Paid)	Total	
<No Account Code>			Total Items: 2			\$10.00	\$0.00	\$0.00	\$10.00	\$10.00	
RECLAIM FEE			Group % of Total Sales: 2.30%			Subtotal	Discount	Tax	Total Due (Paid)	Total	
<No Account Code>			Total Items: 2			\$75.00	\$0.00	\$0.00	\$75.00	\$75.00	
VET FEES			Group % of Total Sales: 6.58%			Subtotal	Discount	Tax	Total Due (Paid)	Total	
<No Account Code>			Total Items: 2			\$213.60	\$0.00	\$0.00	\$213.60	\$213.60	

Case Detail

Print Date Monday, November 4, 2024

Case Category	All	Case Result	All	Include Activities	False
Case Type	All	Case Result By	All	Include Conditions	False
Case SubType	All	Case Memo Type	All	Include Memos	False
Case Status	All	Include Case Address	False	Include Violations	False
Case Officer	All	Include Animal Info	False	Based On	Case Date/Time
Officer Site	All	Include Person Info	False	Date From	10/1/2024 12:00 AM
Case Jurisdiction	All	Include Animals	False	Date To	10/31/2024 11:59 PM
City	All	Include Persons	False		
Patrol Area	All				

Case#	Case Category	Case Type	Case Date/Time	Case Status	Case Officer	Case Jurisdiction	Case Result	Case Result Date/Time
	Case Reference #	Case SubType	Reported Date/Time			Patrol Area	Case Result By	Case Review Date/Time
	abandoned on property							1
	assist law enforcement							3
	Bite / Scratch							8
	Enforcement							14
	Hit by automobile							1
	Nuisance							3
	owner deceased							1
	Owner Surrender in Field							1
	Stray							38
	Welfare Check							1

	754	837	946	780	970	1067
NOTES						
NEW RESIDENCE						
NEW RESIDENCE	11	9	12	7	7	9
RESIDENTIAL ADDITION/RENOVATION/ALTERATIONS	7	6	8	2	7	4
COMMERCIAL/MULTI FAMILY NEW CONSTRUCTION	2	0	4	1	1	1
COMMERCIAL ADDITION/RENOVATION/LIFFIT	11	9	9	10	7	12
MANUFACTURED/MODULAR HOMES	32	31	33	33	31	38
SIGNS/ABC/DAYCARE/POOL/OTHER	13	12	15	13	8	8
RELOCATED BUILDING						
RELOCATED BUILDING	0	0	0	0	0	0
STORAGE BLDGS./DECK/PORCH						
STORAGE BLDGS./DECK/PORCH	7	7	4	5	7	7
GENERAL ELECTRICAL						
GENERAL ELECTRICAL	141	135	143	119	136	129
POULTRY/SWINE HOUSES						
POULTRY/SWINE HOUSES	0	0	0	0	0	0
POOL BONDING						
POOL BONDING	2	1	0	1	1	1
MECHANICAL						
MECHANICAL	73	84	83	69	73	72
PLUMBING						
PLUMBING	58	62	74	55	90	73
GAS PIPING						
GAS PIPING	5	5	17	9	18	12
INSULATION						
INSULATION	2	0	0	0	4	0
TOTAL	59,890.96	51,486.72	39,232.72	31,658.56	36,886.88	36,377.80

**FY 2025
Sales Tax Report for the Month of August Received in November**

Article 26

Purchase Month	Distribution Month	FY 25 Actual	FY 24 Actual	FY 23 Actual	FY 22 Actual	FY 21 Actual
July	October	512,413.10	495,991.40	460,818.32	457,573.41	427,182.25
August	November	527,645.33	513,122.83	479,755.43	427,349.77	392,404.62
September	December	-	490,037.02	486,342.32	414,041.24	405,011.20
October	January	-	460,118.92	463,630.99	400,175.55	384,453.05
November	February	-	518,248.14	364,212.57	351,915.06	351,358.13
December	March	-	423,877.90	546,338.21	476,025.91	443,143.03
January	April	-	467,830.40	453,297.42	400,423.99	404,814.63
February	May	-	465,828.42	400,734.07	396,214.81	356,703.95
March	June	-	543,549.20	600,990.58	488,430.41	456,778.99
April	July	-	471,382.38	476,825.85	483,971.88	469,458.81
May	August	-	526,073.62	514,639.19	436,910.71	440,756.95
June	September	-	562,486.87	533,561.50	489,732.40	487,573.41
June	September	-	562,486.87	533,561.50	489,732.40	487,573.41
Article Total		1,040,058.43	5,938,147.19	5,890,946.43	5,220,764.94	4,981,437.02

Article 45

Purchase Month	Distribution Month	FY 25 Actual	FY 24 Actual	FY 23 Actual	FY 22 Actual	FY 21 Actual
July	October	284,234.61	286,511.95	277,217.58	314,630.28	270,611.54
August	November	284,758.24	284,657.82	280,024.99	236,164.76	249,685.05
September	December	-	240,291.48	275,221.91	236,119.58	264,679.48
October	January	-	285,881.15	284,742.13	235,572.14	258,943.68
November	February	-	277,188.00	281,224.00	262,646.72	282,946.70
December	March	-	310,302.54	306,365.33	283,307.22	307,713.85
January	April	-	244,364.28	257,322.75	217,544.16	260,832.19
February	May	-	237,471.64	211,806.62	210,454.03	218,240.63
March	June	-	289,861.51	287,821.67	271,478.38	309,547.51
April	July	-	262,421.11	254,700.06	268,244.37	299,056.33
May	August	-	287,522.25	284,949.97	269,359.04	321,629.72
June	September	-	307,544.77	302,591.56	285,899.57	314,630.28
Article Total		568,992.84	3,294,918.51	3,263,888.96	3,077,420.23	3,348,499.95

Article 46

Purchase Month	Distribution Month	FY 25 Actual	FY 24 Actual	FY 23 Actual	FY 22 Actual	FY 21 Actual
July	October	44,583.77	35,328.73	23,564.58	2,171.79	21,433.94
August	November	52,136.04	43,302.08	28,729.47	35,798.87	21,223.96
September	December	-	2,031.07	42,608.75	29,992.58	17,808.56
October	January	-	32,498.43	32,862.17	25,264.67	10,615.66
November	February	-	53,022.92	(9,836.24)	(12,782.68)	10,746.11
December	March	-	(16,806.26)	45,798.34	23,571.72	4,059.20
January	April	-	52,196.35	35,456.72	42,561.14	21,219.86
February	May	-	57,947.17	45,504.28	42,038.91	28,537.48
March	June	-	57,935.11	34,408.88	39,082.30	93,318.08
April	July	-	40,938.82	51,376.86	40,750.36	18,783.51
May	August	-	49,387.55	43,974.94	20,552.71	(13,499.46)
June	September	-	52,889.98	40,887.13	29,628.10	2,171.79
Article Total		96,499.81	458,675.91	415,736.78	318,651.47	236,424.99

Article 44

Purchase Month	Distribution Month	FY 25 Actual	FY 24 Actual	FY 23 Actual	FY 22 Actual	FY 21 Actual
July	October	-	-	13.09	-	253.14
August	November	-	-	10.48	1.74	44.21

September	December	-	-	-	-	10.14
October	January	-	-	-	-	15.51
November	February	-	(0.66)	-	15.33	(22.36)
December	March	-	-	(0.98)	-	(168.91)
January	April	-	-	12.27	-	-
February	May	-	-	-	-	18.58
March	June	-	-	(74.55)	-	4.28
April	July	-	19.15	-	(103.19)	-
May	August	-	-	-	(0.02)	-
June	September	-	0.84	(323.15)	-	-
Article Total		-	19.13	(362.84)	(86.14)	134.59

Article 44-524						
Purchase Month	Distribution Month	FY 25 Actual	FY 24 Actual	FY 23 Actual	FY 22 Actual	FY 21 Actual
July	October	205,087.27	188,613.11	182,507.34	159,517.49	139,634.41
August	November	205,025.27	198,640.40	182,454.62	157,847.11	139,815.46
September	December	-	198,640.40	182,454.62	157,847.11	139,815.46
October	January	-	188,640.40	182,454.62	157,847.11	139,815.46
November	February	-	198,743.97	182,485.74	157,748.35	139,812.65
December	March	-	198,743.97	182,485.74	157,748.35	139,812.65
January	April	-	198,743.97	182,485.74	157,748.35	139,812.65
February	May	-	198,743.97	182,485.74	157,748.35	139,812.65
March	June	-	198,743.97	182,485.74	157,748.35	139,812.65
April	July	-	198,743.97	182,485.74	157,748.35	139,812.65
May	August	-	198,743.97	182,485.74	157,748.35	139,812.65
June	September	-	205,087.27	182,613.11	182,507.34	159,517.49
Article Total		410,112.54	2,390,828.37	2,205,884.48	1,819,204.61	1,716,991.67

City-Wide Wastebins						
Purchase Month	Distribution Month	FY 25 Actual	FY 24 Actual	FY 23 Actual	FY 22 Actual	FY 21 Actual
July	October	(108,472.43)	(110,581.15)	(108,260.82)	(119,296.78)	(100,004.97)
August	November	(107,433.01)	(109,242.71)	(109,815.57)	(91,005.34)	(90,917.30)
September	December	-	(98,380.38)	(105,304.44)	(91,274.94)	(86,637.64)
October	January	-	(102,623.14)	(103,004.55)	(91,133.01)	(85,898.71)
November	February	-	(104,184.28)	(105,815.88)	(103,344.26)	(102,899.58)
December	March	-	(126,022.94)	(116,855.57)	(111,531.17)	(114,896.63)
January	April	-	(91,366.71)	(98,633.04)	(80,556.84)	(84,552.66)
February	May	-	(87,178.63)	(78,456.16)	(78,884.80)	(77,852.07)
March	June	-	(107,798.28)	(111,538.51)	(104,233.92)	(118,904.76)
April	July	-	(99,974.82)	(94,740.40)	(102,414.29)	(107,968.37)
May	August	-	(109,195.47)	(109,081.66)	(103,751.80)	(124,472.05)
June	September	-	(116,092.24)	(116,587.12)	(111,820.54)	(118,286.78)
Article Total		(215,905.44)	(1,282,640.93)	(1,258,103.72)	(1,188,947.29)	(1,242,071.50)
GRAND TOTAL		1,899,758.18	10,820,049.09	10,317,790.10	9,347,007.82	9,041,416.32

	FY 25 Budget	FY 25 Actuals	FY 25 Estimates	FY 24 Actual	FY 23 Actuals	FY 22 Actuals
Article 39	4,581,000.00	824,152.99	4,944,917.94	4,675,506.17	4,432,842.71	4,031,817.85
Article 40	3,266,700.00	568,992.84	3,413,987.07	3,294,018.51	3,263,088.96	3,077,420.23
Article 42	427,500.00	96,499.81	578,998.85	459,375.91	415,736.78	318,851.47
Article 44	-	-	-	19.13	(362.84)	(86.14)
Article 44-524	2,384,400.00	410,112.54	2,460,675.24	2,390,829.37	2,205,884.49	1,919,204.61
Total	10,669,600.00	1,899,758.18	11,396,549.10	10,820,049.09	10,317,790.10	9,347,007.82

**DUPLIN COUNTY SOLID WASTE
MONTHLY CATEGORY TOTALS**

OCT '24	Site 1	Site 2	Site 3	Site 4	Site 5	Site 6	Site 7	Site 8	Site 9	Site 10	Site 11	Site 12	Site 13	Site 14	Site 15	Totals
Electronics						1.25										1.25
Garbage	38.29	29.31	54.75	61.02	27.97	53.73	44.52	52.07	30.50	41.75	36.24	52.59	54.74	10.86	44.85	633.19
Bulky	10.31	6.38	14.79	19.28	9.26	12.60	10.04	14.91	6.08	19.25	10.35	18.40	20.11	2.11	43.16	217.03
Card Paper	1.32	0.26	1.31	1.07	0.50	1.09	0.46	0.65	0.58	0.68	0.92	0.69	1.60	0.50	1.37	13.00
Glass			2.68	2.66		1.63			2.56							9.53
Hardboard	1.00	0.50	0.79	1.04	0.67	1.50	0.55	0.70	0.46	0.53	0.81	0.74	0.97		0.90	11.16
Metals	0.18		0.23	0.59	0.35	0.22	0.25	0.18	0.54	0.20	0.43	0.22	0.45	0.31	0.22	4.57
Plastics		0.20				0.30					0.21					0.71
Styrofoam	2.33	1.79	4.57	3.62	1.55	3.35	3.47	2.95	1.22	3.00	2.50	2.18	5.48	1.13	4.52	43.66
Totals	53.43	38.64	79.12	89.28	40.30	75.67	59.29	71.46	41.94	65.41	51.46	74.82	83.35	14.91	95.02	934.10
Waste Sector																
Electronics																
Hard Waste	188.16															
Concrete	96.75															
Construction	1185.85															
Cardboard	0.83															
Plastics	85.88															
Garbage	1763.09															
Card Paper																
Glass																
Hardboard	2.48															
Metals																
Plastics																
Styrofoam	7.99															
MSW	16.29															
Card Loads	177.46															
TOTAL	3525.05															

**DUPLIN COUNTY SOLID WASTE
YEAR END CATEGORY TOTALS
2024-2025**

CATEGORY	DESCRIPTION	JULY '24	AUG '24	SEPT '24	OCT '24	NOV '24	DEC '24	JAN '25	FEB '25	MAR '25	APR '25	MAY '25	JUN '25	TOTALS
**	GARBAGE	3892.87	3873.92	3782.32	4053.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15602.71
6	SCRAP METAL	53.93	47.73	53.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	155.32
19	YARD WASTE	615.87	192.03	857.28	188.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1853.34
20	BRICKS, ETC.	137.24	65.99	95.57	96.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	395.55
34	MIXED RECYCLABLES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
36	TIRES	92.87	75.71	70.75	85.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	325.21
40	MIXED PAPER	12.24	14.61	15.20	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.05
42	GLASS	19.64	17.88	8.81	9.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.86
44	CARDBOARD	12.09	12.83	12.23	13.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.79
47	PLASTIC	4.32	5.36	3.30	4.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.55
48	CANS	1.96	3.06	1.30	0.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.03
109	ELECTRONICS	1.50	0.19	1.01	1.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.22
***	STORM GARBAGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120	BLOCKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
119/124	YARD WASTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS		4844.53	4309.31	4901.43	4467.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18522.63
	TOTAL MSW	3892.87	3873.92	3782.32	4053.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15602.71

** GARBAGE Includes - Garbage, Site Garbage, Site Bulky, C&D, Roadside, No Chg MSW, Shingles, Banned Materials

*** STORM GARGAGE Includes - Garbage, C&D, Shingles, Materials From

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