



## **BOARD OF COUNTY COMMISSIONER'S MEETING**

**Monday, March 18<sup>th</sup>, 2024**

**224 Seminary Street**

**Kenansville, N.C. 28349**

**6:00 p.m.** Meeting Called to Order  
Invocation  
Pledge of Allegiance  
Approval of Meeting Agenda

Approval of Minutes – Regular Meeting held on March 4<sup>th</sup>, 2024 (A)

### **REGULAR MEETING AGENDA**

#### **CONSENT AGENDA**

1. Budget Amendments Journal Entry Proof (B)
2. Tax and Solid Waste Releases - #21776 - #21798 (C)
3. Corrected Tax and Solid Waste Release # 21592 and # 21648 (D)
4. Approve the Proclamation Recognizing the 100<sup>th</sup> Birthday of Ms. Christine V. Jones and Authorize the Chairman to Sign. (E)
5. Accept the SMP/SHIIP Shred-a-thon/Identity Theft Grant Funds in the Amount of \$2,800.00 and Authorize the Associated Budget Amendment (F)
6. Accept Food and Lodging – AA 874 Funding in the Amount of \$7,708.00 and Authorize the Associated Budget Amendment (G)
7. Accept ARPA Temporary Savings Fund (TSF) Public Health Services – AA 121 Funding in the Amount of \$50,000.00 and Authorize the Associated Budget Amendment (H)
8. Approve Duplin County's Public Transportation Fiscal Year 25 FTA Certifications & Assurances and Authorize the Chairman to Sign (I)
9. Approve Contract # 20214 Between North Carolina Office of State Budget and Management and Duplin County and Authorize County Manager to Sign (J)
10. Approve Service Contract Between Duplin County and Nelson Baker D/B/A Baker's Lawn Care in the Amount of \$71,773.80 for the Period March 1, 2024 through November 30, 2024 and Authorize County Manager to Sign (K)

## **ITEMS TO BE MADE PART OF MINUTES**

- Administrative Budget Amendment Journal Inquiry (L)

## **REGULAR AGENDA ITEMS OF BUSINESS**

**6:05 p.m.** Public Comments (limited to three (3) minutes per speaker)

**6:15 p.m.** Jason McGuirt, Duplin County Juvenile Crime Prevention Council (JCPC) Chairman  
Request Approval of Duplin County Juvenile Crime Prevention Council Program Fiscal  
Year 2024-25 County Funding Plan (M)

**6:30 p.m.** Niccoya Dobson, Chief Public Defender for District 5-Duplin County  
Introduce Herself and Request Office Space for Future Needs (N)

**6:40 p.m.** General Comments/Announcements

## **FYI (O)**

Town of Kenansville Tax Release Request

Town of Magnolia Tax Release Request

## **REPORTS (P)**

Airport – February 2024

Animal Services – February 2024

Building Inspections – February 2024

Garage – February 2024

Senior Services – February 2024

Soil & Water – February 2024

Solid Waste – February 2024

## **RECESS**

**Motion to recess until March 22<sup>nd</sup>, 2024 at 9:00 a.m. for the Board of County Commissioner's  
Annual Retreat located in the conference room at the Duplin County Airport located at 260  
Airport Road, Kenansville, NC.**





**BOARD OF COUNTY COMMISSIONER'S MEETING**

**Monday, March 18<sup>th</sup>, 2024**

**224 Seminary Street**

**Kenansville, N.C. 28349**

**COMMISSIONER'S INFORMATION BULLETIN**

**TO:** Commissioner Branch  
Commissioner Dowe  
Commissioner D. Edwards  
Commissioner Garner  
Commissioner J. Edwards

**FROM:** Jaime W. Carr/Clerk to the Board

**DATE:** Monday, March 18<sup>th</sup>, 2024

**SUBJECT:** Commissioner's Meeting

1. Meeting Called to Order by Chairman Edwards
2. Invocation given by \_\_\_\_\_
3. Pledge of Allegiance to the Flag of the United States of America.
4. Approval of agenda for tonight's meeting. Members of the Board and/or the County Manager/Assistant County Manager and/or the Clerk to the Board may request to make any changes or additions to the proposed agenda.

**RECOMMENDED MOTION:** Motion to approve the meeting agenda.

**Motion** \_\_\_\_\_ **2nd** \_\_\_\_\_ **For** \_\_\_\_\_ **Against** \_\_\_\_\_ **Carried** \_\_\_\_\_

5. Approval of Minutes – Regular Meeting held on March 4<sup>th</sup>, 2024. (A)

**RECOMMENDED MOTION:** Motion to approve the minutes of the March 4<sup>th</sup>, 2024 Board of Commissioners meeting as presented.

Motion\_\_\_\_\_2<sup>nd</sup>\_\_\_\_\_For\_\_\_\_\_Against\_\_\_\_\_Carried\_\_\_\_\_

### **REGULAR MEETING AGENDA**

#### **CONSENT AGENDA**

1. Budget Amendments Journal Entry Proof **(B)**
2. Tax and Solid Waste Releases - #21776 - #21798 **(C)**
3. Corrected Tax and Solid Waste Release # 21592 and # 21648 **(D)**
4. Approve the Proclamation Recognizing the 100<sup>th</sup> Birthday of Ms. Christine V. Jones and Authorize the Chairman to Sign. **(E)**
5. Accept the SMP/SHIIP Shred-a-thon/Identity Theft Grant Funds in the Amount of \$2,800.00 and Authorize the Associated Budget Amendment **(F)**
6. Accept Food and Lodging – AA 874 Funding in the Amount of \$7,708.00 and Authorize the Associated Budget Amendment **(G)**
7. Accept ARPA Temporary Savings Fund (TSF) Public Health Services – AA 121 Funding in the Amount of \$50,000.00 and Authorize the Associated Budget Amendment **(H)**
8. Approve Duplin County’s Public Transportation Fiscal Year 25 FTA Certifications & Assurances and Authorize the Chairman to Sign **(I)**
9. Approve Contract # 20214 Between North Carolina Office of State Budget and Management and Duplin County and Authorize County Manager to Sign **(J)**
10. Approve Service Contract Between Duplin County and Nelson Baker D/B/A Baker’s Lawn Care in the Amount of \$71,773.80 for the Period March 1, 2024 through November 30, 2024 and Authorize County Manager to Sign **(K)**

**RECOMMEND MOTION:** Motion to approve the consent agenda.

Motion\_\_\_\_\_2<sup>nd</sup>\_\_\_\_\_For\_\_\_\_\_Against\_\_\_\_\_Carried\_\_\_\_\_

#### **ITEMS TO BE MADE PART OF MINUTES**

- Administrative Budget Amendment Journal Inquiry **(L)**

#### **AGENDA**

1. Public Comments (limited to three (3) minutes per speaker)

2. Jason McGuirt, Duplin County Juvenile Crime Prevention Council (JCPC) Chairman, will appear before the Board to present the Duplin County 2024-2025 JCPC Funding Plan for the County's JCPC Programs. (M)

**RECOMMENDED MOTION:** Motion to approve the Duplin County Juvenile Crime Prevention Council Program Fiscal Year 2024-25 County Funding Plan and authorize the Chairman to sign.

**Motion**\_\_\_\_\_ **2nd**\_\_\_\_\_ **For**\_\_\_\_\_ **Against**\_\_\_\_\_ **Carried**\_\_\_\_\_

3. Niccoya Dobson, Chief Public Defender for District 5-Duplin County, will appear before the Board to introduce herself and to request office space needed for her office. (N)
4. Bryan Miller, County Manager will appear before the Board to make announcements/comments if needed.

**FYI (O)**

Town of Kenansville Tax Release Request  
Town of Magnolia Tax Release Request

**REPORTS (P)**

Airport – February 2024  
Animal Services – February 2024  
Building Inspections – February 2024  
Garage – February 2024  
Senior Services – February 2024  
Soil & Water – February 2024  
Solid Waste – February 2024

**RECESS**

**Motion to recess until March 22<sup>nd</sup>, 2024 at 9:00 a.m. for the Board of County Commissioner's Annual Retreat located in the conference room at the Duplin County Airport located at 260 Airport Road, Kenansville, NC.**

**Motion**\_\_\_\_\_ **2nd**\_\_\_\_\_ **For**\_\_\_\_\_ **Against**\_\_\_\_\_ **Carried**\_\_\_\_\_



## **BOARD OF COUNTY COMMISSIONER'S MEETING**

**Monday, March 4<sup>th</sup>, 2024**

**224 Seminary Street**

**Kenansville, N.C. 28349**

The Duplin County Board of Commissioners met at 6:00 p.m. on Monday, March 4<sup>th</sup>, 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: Carrie Shields, Assistant, County Manager; Tim Wilson, County Attorney; Chelsey Lanier, Finance Officer; and Jaime W. Carr, Clerk to the Board.

Present Via Telephone: Bryan Miller, County Manager

### **Call to Order**

The meeting was called to order by Chairman D. 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, Assistant County Manager, or Clerk to the Board wished to make any changes or additions to the agenda. No Changes or additions were made.

Motion was made by Commissioner J. Edwards, seconded by Commissioner Garner, 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 Dowe, carried unanimously to approve the minutes of the February 19<sup>th</sup>, 2024 Board of Commissioners meeting as presented.

Motion was made by Commissioner J. Edwards, seconded by Commissioner Branch, carried unanimously to approve the minutes of the February 20<sup>th</sup>, 2024 Joint Board of Commissioners meeting with the Duplin County Economic Development Commission Board as presented.

## **REGULAR MEETING AGENDA**

### **CONSENT AGENDA**

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously, to approve the consent agenda which consisted of: Budget Amendments Journal Entry Proof; Tax and Solid Waste Releases - #21734 - #21775; Adopt Duplin County Public Library Collection Development Policy; Approve FY 2025 Consolidated Agreement Between the North Carolina Department of Health and Human Services, Division of Child and Family Well-Being and Division of Public Health and Duplin County Health Department for the Period of June 1, 2024 to May 31, 2025 and Authorize the Chairman to Sign; Schedule a Public Hearing for April 1, 2024 to Receive Public Comments from the Board and/or the Public Regarding a Request Received from Abigail Borja Santibanez to Name a Lane in the 3100 Block of S NC 903 Hwy, Magnolia, NC; Magnolia Township; Ava Rose Lane; Accept Grant Funds in the Amount of \$49,985.34 from the Portable Radio PSAP Grant; Authorize the Associated Budget Amendment; and Authorize the County Manager to Sign the Agreement Between Duplin County and North Carolina 911 Board; Adopt a Resolution Pursuant to NCGS § 132-7 Allowing the Register of Deeds to Remove Property Record Book 28 from the Courthouse for Preservation; Authorize the Chairman to Sign; and Authorize the Associated Budget Amendment; Carbon Cycle North Carolina LLC Satisfaction of Security Instrument Paying Off Revolving Loan and Authorize Chairman to Sign.

## **ITEMS TO BE MADE PART OF MINUTES**

Administrative Budget Amendment Journal Entry Report

### **AGENDA**

#### **Public Comments**

No public comments.

#### **End Public Comments**

Chairman Edwards received road concerns from members of the Board or the public on behalf of the North Carolina Department of Transportation. No concerns were stated.

Jaime W. Carr, Duplin County Clerk to the Board, appeared before the Board on behalf of Melissa Kennedy, E911 Addressing Project Coordinator, to conduct a public hearing to receive public comments from the Board and/or public regarding a request from Richard Padrick to name a lane at 732 N NC 111 Hwy, Beulaville, NC; Smith Township; North Gum Lane in accordance with the Duplin County Addressing and Road Naming Ordinance.

**Chairman Edwards opened the Public Hearing**

No comments.

**Chairman Edwards closed the Public Hearing**

Motion was made by Commissioner Garner, seconded by Commissioner J. Edwards, carried unanimously, to approve the request from Richard Padrick to name a lane at 732 N NC 111 Hwy, Beulaville, NC; Smith Township; North Gum Lane in accordance with the Duplin County Addressing and Road Naming Ordinance.

Jaime W. Carr, Duplin County Clerk to the Board, appeared before the Board on behalf of Melissa Kennedy, E911 Addressing Project Coordinator, to conduct a public hearing to receive public comments from the Board and/or public regarding a request from Jimmy Gurganus to name a lane off Lura Lane (S NC 41 Hwy), Wallace, NC; Island Creek Township; David Norris Lane in accordance with the Duplin County Addressing and Road Naming Ordinance.

**Chairman Edwards opened the Public Hearing**

No comments.

**Chairman Edwards closed the Public Hearing**

Motion was made by Commissioner Branch, seconded by Commissioner Dowe, carried unanimously, to approve the request from Jimmy Gurganus to name a lane off Lura Lane (S NC 41 Hwy), Wallace, NC; Island Creek Township; David Norris Lane in accordance with the Duplin County Addressing and Road Naming Ordinance

Christopher Hatcher, Duplin County Planner, and Austin Brinkley, Senior Planner with Insight Planning & Development, appeared before the Board to conduct a Public Hearing to receive public comments from the Board and/or public regarding the adoption of a new Unified Development Ordinance (UDO). This UDO complies all of the planning department regulations into one document and brings the County into compliance with NCGS § 160D. Mr. Brinkley also made a presentation giving an overview of the new Unified Development Ordinance (UDO).

**Chairman Edwards opened the Public Hearing**

Mayor A.J. Connors asked for an understanding of Adult Business.

Mr. Brinkley replied that Adult Businesses are sexually oriented businesses, such as adult movie theaters or book stores and North Carolina General Statutes requires that you allow for them however you can put restrictions on them.

**Chairman Edwards closed the Public Hearing.**

Motion was made by Commissioner J. Edwards, seconded by Commissioner Garner, carried 4-1, with Commissioners J. Edwards, Garner, Branch, and D. Edwards voting for and Commissioner Dowe voting against, to adopt an Ordinance of the Board of Commissioners of Duplin County, North Carolina, with the 50' foot access easement to remain in effect.

Carrie Shields, Assistant Duplin County Manager, appeared before the Board on behalf of Bryan Miller, Duplin County Manager, to request approval of a \$40,223,100.00 contract with Daniels and Daniels Construction Company, Inc. for the construction of a new detention center, subject to the securement of necessary funding and the review, negotiation and approval of contract terms and conditions by the County Attorney; to authorize the County Manager to sign the construction contract with Daniels and Daniels upon final approval by the County Attorney; and to approve all associated budget amendments.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve a \$40,223,100.00 contract with Daniels and Daniels Construction Company, Inc. for the construction of a new detention center, subject to the securement of necessary funding and the review, negotiation and approval of contract terms and conditions by the County Attorney; to authorize the County Manager to sign the construction contract with Daniels and Daniels, upon final approval by the County Attorney; and to approve all associated budget amendments.

Carrie Shields, Assistant County Manager appeared before the Board to make 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 legal matters pursuant to NCGS § 143-318.11(a)(3) and personnel matters pursuant to NCGS § 143-318.11(a)(6).

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

Motion was made by Commissioner J. Edwards, seconded by Commissioner Garner, carried unanimously to adjourn until March 18<sup>th</sup>, 2024 for a Commissioners Meeting at the Administrative Building located at 224 Seminary Street, Kenansville, NC.

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Jaime W. Carr  
Clerk to the Board



**BUDGET AMENDMENTS JOURNAL ENTRY PROOF**

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED		
	ACCOUNT				LINE DESCRIPTION	EFF DATE	BUDGET	CHANGE	BUDGET	ERR
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2 SRC JNL-DESC ENTITY AMEND										
2024	09	38	03/19/2024		BUA 031824C	1 2				
1	4100	39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		-1,305,239.51	-13,540.21	-1,318,779.72	
	10-41-4100-0000-000-39951						03/19/2024			
2	5171	41990		Breast and Cervical Cancer	PROFESSIONAL SERVICES		48,100.00	13,540.21	61,640.21	
	10-50-5100-5171-000-41990						03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2 SRC JNL-DESC ENTITY AMEND										
2024	09	39	03/19/2024		BUA 031824C	1 2				
1	4397	34354		KENANSVILLE FIRE DEPT	False Alarm Fine		-3,250.00	-900.00	-4,150.00	
	28-43-4330-4397-000-34354						03/19/2024			
2	4397	42726		KENANSVILLE FIRE DEPT	Fine Payments		3,250.00	900.00	4,150.00	
	28-43-4330-4397-000-42726						03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2 SRC JNL-DESC ENTITY AMEND										
2024	09	41	03/04/2024		BUA 031824C	1 2				
1	5110	35194		HEALTH	NEHA-FDA Grant		.00	-3,375.86	-3,375.86	
	10-50-5100-5110-000-35194						03/04/2024			
2	5111	40121		ENVIRONMENTAL HEALTH	SALARIES		343,323.00	3,375.86	346,698.86	
	10-50-5100-5111-000-40121						03/04/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2 SRC JNL-DESC ENTITY AMEND										
2024	09	42	03/19/2024		BUA 031824C	1 2				
1	4100	38398		GENERAL FUND	INSURANCE SETTLEMENTS		-42,986.38	-15,517.00	-58,503.38	
	10-41-4100-0000-000-38398				VEHICLE #890		03/19/2024			
2	4310	43530		SHERIFF	REPAIRS VEHICLES		170,408.20	15,517.00	185,925.20	
	10-43-4310-0000-000-43530				VEHICLE #890		03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER JOURNAL EFF-DATE REF 1 REF 2 SRC JNL-DESC ENTITY AMEND										
2024	09	43	03/19/2024		BUA 031824C	1 2				



# BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
	ACCOUNT				LINE DESCRIPTION				
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2024	09	43 03/19/2024			BUA 031824C	1 2			
1	5600	35600		SENOIR SERVICES	MIPPA		.00	-408.00	-408.00
	10-50-5600-0000-000-35600						03/19/2024		
2	5604	42600		MIPPA	OFFICE SUPPLIES		540.00	408.00	948.00
	10-50-5600-5604-000-42600						03/19/2024		
** JOURNAL TOTAL								0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2024	09	71 03/19/2024			BUA 031824C	1 2			
1	5191	41990		Supporting Womens Health	PROFESSIONAL SERVICES		125,000.00	-121,600.00	3,400.00
	10-50-5100-5191-000-41990						03/19/2024		
2	5191	40121		Supporting Womens Health	SALARIES		.00	20,000.00	20,000.00
	10-50-5100-5191-000-40121						03/19/2024		
3	5191	40181		Supporting Womens Health	SOCIAL SECURITY		.00	6,882.00	6,882.00
	10-50-5100-5191-000-40181						03/19/2024		
4	5191	40182		Supporting Womens Health	RETIREMENT		.00	4,000.00	4,000.00
	10-50-5100-5191-000-40182						03/19/2024		
5	5191	40183		Supporting Womens Health	HOSPITAL INSURANCE		.00	5,000.00	5,000.00
	10-50-5100-5191-000-40183						03/19/2024		
6	5191	40184		Supporting Womens Health	Life Insurance		.00	20.00	20.00
	10-50-5100-5191-000-40184						03/19/2024		
7	5191	44910		Supporting Womens Health	DUES AND SUBSCRIPTIONS		.00	900.00	900.00
	10-50-5100-5191-000-44910						03/19/2024		
8	5191	42980		Supporting Womens Health	PROGRAM SUPPLIES		.00	14,700.00	14,700.00
	10-50-5100-5191-000-42980						03/19/2024		
9	5191	42600		Supporting Womens Health	OFFICE SUPPLIES		.00	2,400.00	2,400.00
	10-50-5100-5191-000-42600						03/19/2024		
10	5191	43110		Supporting Womens Health	TRAVEL		.00	32,485.00	32,485.00
	10-50-5100-5191-000-43110						03/19/2024		
11	5191	42990		Supporting Womens Health	INCENTIVES		.00	35,213.00	35,213.00
	10-50-5100-5191-000-42990						03/19/2024		
** JOURNAL TOTAL								0.00	

**BUDGET AMENDMENTS JOURNAL ENTRY PROOF**

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
	ACCOUNT				LINE DESCRIPTION					
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2024	09	73 03/19/2024			BUA 031824C	1 2				
1	4530	49807		AIRPORT	PROJECT MATCH FOR GRANTS		66,667.00	-10,204.00	56,463.00	
	65-70-4530-0000-000-49807						03/19/2024			
2	4530	41860		AIRPORT	WORKERS COMPENSATION		3,800.00	754.00	4,554.00	
	65-70-4530-0000-000-41860						03/19/2024			
3	4530	44500		AIRPORT	INSURANCE AND BONDS		17,991.00	9,350.00	27,341.00	
	65-70-4530-0000-000-44500						03/19/2024			
4	4530	42120		AIRPORT	UNIFORMS		600.00	100.00	700.00	
	65-70-4530-0000-000-42120						03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2024	09	121 03/19/2024			BUA 031824C	1 2				
1	7402	42500		DISPOSAL	VEHICLE GASOLINE		192,000.00	-5,000.00	187,000.00	
	66-70-7400-7402-000-42500						03/19/2024			
2	7402	42980		DISPOSAL	PROGRAM SUPPLIES		11,000.00	-3,000.00	8,000.00	
	66-70-7400-7402-000-42980						03/19/2024			
3	7402	43510		DISPOSAL	REPAIRS BUILDING AND GROUNDS		19,393.00	-5,000.00	14,393.00	
	66-70-7400-7402-000-43510						03/19/2024			
4	7403	44970		TIRE COLLECTION	CONTRACTED HAULING		122,000.00	5,000.00	127,000.00	
	66-70-7400-7403-000-44970						03/19/2024			
5	7403	44970		TIRE COLLECTION	CONTRACTED HAULING		122,000.00	3,000.00	125,000.00	
	66-70-7400-7403-000-44970						03/19/2024			
6	7403	44970		TIRE COLLECTION	CONTRACTED HAULING		122,000.00	5,000.00	127,000.00	
	66-70-7400-7403-000-44970						03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2024	09	167 03/19/2024			BUA 031824C	1 2				
1	5600	35636		SENOIR SERVICES	SMP SHIIP Shred		.00	-2,800.00	-2,800.00	
	10-50-5600-0000-000-35636						03/19/2024			

# BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED
	ACCOUNT				LINE DESCRIPTION	EFF DATE	BUDGET	BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND		
2024	09	167	03/19/2024		BUA 031824C	1 2		
2	5606	40121	SMP	SHIIP Shred	SALARIES		.00	670.00
	10-50-5600-5606-000-40121					03/19/2024		670.00
3	5606	40181	SMP	SHIIP Shred	SOCIAL SECURITY		.00	52.00
	10-50-5600-5606-000-40181					03/19/2024		52.00
4	5606	40182	SMP	SHIIP Shred	RETIREMENT		.00	87.00
	10-50-5600-5606-000-40182					03/19/2024		87.00
5	5606	40183	SMP	SHIIP Shred	HOSPITAL INSURANCE		.00	146.00
	10-50-5600-5606-000-40183					03/19/2024		146.00
6	5606	40184	SMP	SHIIP Shred	Life Insurance		.00	1.00
	10-50-5600-5606-000-40184					03/19/2024		1.00
7	5606	41990	SMP	SHIIP Shred	PROFESSIONAL SERVICES		.00	1,000.00
	10-50-5600-5606-000-41990					03/19/2024		1,000.00
8	5606	42600	SMP	SHIIP Shred	OFFICE SUPPLIES		.00	369.00
	10-50-5600-5606-000-42600					03/19/2024		369.00
9	5606	43250	SMP	SHIIP Shred	POSTAGE		.00	300.00
	10-50-5600-5606-000-43250					03/19/2024		300.00
10	5606	43910	SMP	SHIIP Shred	MARKETING		.00	175.00
	10-50-5600-5606-000-43910					03/19/2024		175.00
** JOURNAL TOTAL							0.00	
2024	09	168	03/19/2024		BUA 031824C	1 2		
1	4100	34245	GENERAL FUND		SALES: POSTAGE		-100,000.00	-150,000.00
	10-41-4100-0000-000-34245					03/19/2024	-50,000.00	
2	4240	43250	CENTRAL SUPPLY		POSTAGE		100,000.00	150,000.00
	10-41-4100-4240-000-43250					03/19/2024	50,000.00	
** JOURNAL TOTAL							0.00	
2024	09	169	03/19/2024		BUA 031824C	1 2		

**BUDGET AMENDMENTS JOURNAL ENTRY PROOF**

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
	ACCOUNT				LINE DESCRIPTION				
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2024	09	169 03/19/2024			BUA 031824C	1 2			
1	5600	35600		SENOIR SERVICES	MIPPA		.00	-408.00	-408.00
	10-50-5600-0000-000-35600						03/19/2024		
2	5604	42600		MIPPA	OFFICE SUPPLIES		540.00	408.00	948.00
	10-50-5600-5604-000-42600						03/19/2024		
** JOURNAL TOTAL								0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2024	09	175 03/19/2024			BUA 031824C	1 2			
1	6110	36121		Library	LIBRARY		-124,000.00	-12,976.00	-136,976.00
	10-60-6110-0000-000-36121						03/19/2024		
2	4100	39969		GENERAL FUND	FUND BALANCE		-3,579,200.51	-5,870.00	-3,585,070.51
	10-41-4100-0000-000-39969						03/19/2024		
3	6110	45600		Library	BOOKS		106,130.00	18,846.00	124,976.00
	10-60-6110-0000-000-45600						03/19/2024		
** JOURNAL TOTAL								0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2024	09	176 03/19/2024			BUA 031824C	1 2			
1	4920	45000		ECONOMIC DEVELOPMENT	GRANTCLIENTS		1,002,166.67	-130,800.00	871,366.67
	10-49-4920-0000-000-45000						03/19/2024		
2	9800	44930		INTERFUND TRANSFERS	TRANSFER TO IND EXP FUND		.00	130,800.00	130,800.00
	10-98-9800-0000-000-44930						03/19/2024		
** JOURNAL TOTAL								0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2024	09	177 03/19/2024			BUA 031824C	1 2			
1	4987	39811		ECO DEV WATER AND SEWER PROJ	TRANSFER FROM GENERAL FUND		.00	-130,800.00	-130,800.00
	42-49-4920-4987-000-39811						03/19/2024		
2	4987	41040		ECO DEV WATER AND SEWER PROJ	ENGINEERING SERVICES		.00	130,800.00	130,800.00
	42-49-4920-4987-000-41040						03/19/2024		
** JOURNAL TOTAL								0.00	

# BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
	ACCOUNT				LINE DESCRIPTION					
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2024	09	178 03/19/2024			BUA 031824C	1 2				
1	4920	45000		ECONOMIC DEVELOPMENT	GRANTCLIENTS		1,002,166.67	-16,500.00	985,666.67	
	10-49-4920-0000-000-45000						03/19/2024			
2	4920	49807		ECONOMIC DEVELOPMENT	PROJECT MATCH FOR GRANTS		44,833.33	16,500.00	61,333.33	
	10-49-4920-0000-000-49807						03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2024	09	183 03/19/2024			BUA 031824C	1 2				
1	5133	45100		CDC-ELC Cooperative Agreement	CAPITAL OUTLAY		45,000.00	-2,000.00	43,000.00	
	10-50-5100-5133-000-45100						03/19/2024			
2	5133	43911		CDC-ELC Cooperative Agreement	ADVERTISING		10,000.00	-8,480.00	1,520.00	
	10-50-5100-5133-000-43911						03/19/2024			
3	5133	43510		CDC-ELC Cooperative Agreement	REPAIRS BUILDING AND GROUNDS		59,179.00	-46,859.03	12,319.97	
	10-50-5100-5133-000-43510						03/19/2024			
4	5133	43250		CDC-ELC Cooperative Agreement	POSTAGE		2,200.00	-916.38	1,283.62	
	10-50-5100-5133-000-43250						03/19/2024			
5	5133	43540		CDC-ELC Cooperative Agreement	SOFTWARE MAINTENANCE		10,000.00	-2,231.68	7,768.32	
	10-50-5100-5133-000-43540						03/19/2024			
6	5133	42980		CDC-ELC Cooperative Agreement	PROGRAM SUPPLIES		48,379.00	57,087.09	105,466.09	
	10-50-5100-5133-000-42980						03/19/2024			
7	5133	42600		CDC-ELC Cooperative Agreement	OFFICE SUPPLIES		18,460.00	3,400.00	21,860.00	
	10-50-5100-5133-000-42600						03/19/2024			
** JOURNAL TOTAL								0.00		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2024	09	216 03/19/2024			BUA 031824C	1 2				
1	4947	34500		Warsaw Cabinets	State Economic Dev Grant		.00	-425,000.00	-425,000.00	
	42-49-4920-4947-000-34500						03/19/2024			
2	4947	45000		Warsaw Cabinets	GRANTCLIENTS		.00	425,000.00	425,000.00	
	42-49-4920-4947-000-45000						03/19/2024			
** JOURNAL TOTAL								0.00		

# BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: blanca.pineda

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2024	9	38	BUA	4100-39951	03/19/2024	031824C				FUND BAL CARRY FWD GRANTS	5			13,540.21
			BUA	5171-41990	03/19/2024	031824C				PROFESSIONAL SERVICES	5		13,540.21	
										JOURNAL 2024/09/38	TOTAL		.00	.00
2024	9	39	BUA	4397-34354	03/19/2024	031824C				False Alarm Fine	5			900.00
			BUA	4397-42726	03/19/2024	031824C				Fine Payments	5		900.00	
										JOURNAL 2024/09/39	TOTAL		.00	.00
2024	9	41	BUA	5110-35194	03/04/2024	031824C				NEHA-FDA Grant	5			3,375.86
			BUA	5111-40121	03/04/2024	031824C				SALARIES	5		3,375.86	
										JOURNAL 2024/09/41	TOTAL		.00	.00
2024	9	42	BUA	4100-38398	03/19/2024	031824C				INSURANCE SETTLEMENTS	5			15,517.00
			BUA	4310-43530	03/19/2024	031824C				VEHICLE #890	5		15,517.00	
										REPAIRS VEHICLES	5			
										VEHICLE #890	5			
										JOURNAL 2024/09/42	TOTAL		.00	.00
2024	9	43	BUA	5600-35600	03/19/2024	031824C				MIPPA	5			408.00
			BUA	5604-42600	03/19/2024	031824C				OFFICE SUPPLIES	5		408.00	
										JOURNAL 2024/09/43	TOTAL		.00	.00
2024	9	71	BUA	5191-41990	03/19/2024	031824C				PROFESSIONAL SERVICES	5			121,600.00

BUDGET AMENDMENT JOURNAL ENTRY PROOF

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	LINE	DESC	T	OB	DEBIT	CREDIT
2024	9	73	BUA	5191-40121	03/19/2024	031824C										SALARIES		5		20,000.00		
BUA	5191-40181	03/19/2024	031824C													SOCIAL SECURITY		5		6,882.00		
BUA	5191-40182	03/19/2024	031824C													RETIREMENT		5		4,000.00		
BUA	5191-40183	03/19/2024	031824C													HOSPITAL INSURANCE		5		5,000.00		
BUA	5191-40184	03/19/2024	031824C													Life Insurance		5		20.00		
BUA	5191-44910	03/19/2024	031824C													DUES AND SUBSCRIPTIONS		5		900.00		
BUA	5191-42980	03/19/2024	031824C													PROGRAM SUPPLIES		5		14,700.00		
BUA	5191-42600	03/19/2024	031824C													OFFICE SUPPLIES		5		2,400.00		
BUA	5191-43110	03/19/2024	031824C													TRAVEL		5		32,485.00		
BUA	5191-42990	03/19/2024	031824C													INCENTIVES		5		35,213.00		
																JOURNAL 2024/09/71	TOTAL			.00	.00	
2024	9	73	BUA	4530-49807	03/19/2024	031824C										PROJECT MATCH FOR GRANTS		5			10,204.00	
BUA	4530-41860	03/19/2024	031824C													WORKERS COMPENSATION		5		754.00		
BUA	4530-44500	03/19/2024	031824C													INSURANCE AND BONDS		5		9,350.00		
BUA	4530-42120	03/19/2024	031824C													UNIFORMS		5		100.00		
																JOURNAL 2024/09/73	TOTAL			.00	.00	
2024	9	121	BUA	7402-42500	03/19/2024	031824C										VEHICLE GASOLINE		5			5,000.00	
BUA	7402-42980	03/19/2024	031824C													PROGRAM SUPPLIES		5			3,000.00	
BUA	7402-43510	03/19/2024	031824C													REPAIRS BUILDING AND GROUNDS		5			5,000.00	
BUA	7403-44970	03/19/2024	031824C													CONTRACTED HAULING		5		5,000.00		
BUA	7403-44970	03/19/2024	031824C													CONTRACTED HAULING		5		3,000.00		
BUA	7403-44970	03/19/2024	031824C													CONTRACTED HAULING		5		5,000.00		



BUDGET AMENDMENT JOURNAL ENTRY PROOF

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
			03/19/2024	031824C				T			
								JOURNAL 2024/09/121	TOTAL	.00	.00
2024	9	167									
BUA	5600-35636							SMP SHIIP Shred	5		2,800.00
	03/19/2024	031824C						T			
BUA	5606-40121							SALARIES	5	670.00	
	03/19/2024	031824C						T			
BUA	5606-40181							SOCIAL SECURITY	5	52.00	
	03/19/2024	031824C						T			
BUA	5606-40182							RETIREMENT	5	87.00	
	03/19/2024	031824C						T			
BUA	5606-40183							HOSPITAL INSURANCE	5	146.00	
	03/19/2024	031824C						T			
BUA	5606-40184							Life Insurance	5	1.00	
	03/19/2024	031824C						T			
BUA	5606-41990							PROFESSIONAL SERVICES	5	1,000.00	
	03/19/2024	031824C						T			
BUA	5606-42600							OFFICE SUPPLIES	5	369.00	
	03/19/2024	031824C						T			
BUA	5606-43250							POSTAGE	5	300.00	
	03/19/2024	031824C						T			
BUA	5606-43910							MARKETING	5	175.00	
	03/19/2024	031824C						T			
								JOURNAL 2024/09/167	TOTAL	.00	.00
2024	9	168									
BUA	4100-34245							SALES: POSTAGE	5		50,000.00
	03/19/2024	031824C						T			
BUA	4240-43250							POSTAGE	5	50,000.00	
	03/19/2024	031824C						T			
								JOURNAL 2024/09/168	TOTAL	.00	.00
2024	9	169									
BUA	5600-35600							MIPPA	5		408.00
	03/19/2024	031824C						T			
BUA	5604-42600							OFFICE SUPPLIES	5	408.00	
	03/19/2024	031824C						T			
								JOURNAL 2024/09/169	TOTAL	.00	.00
2024	9	175									



BUDGET AMENDMENT JOURNAL ENTRY PROOF

YEAR PER	JNL	SRC ACCOUNT	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T	OB	DEBIT	CREDIT
EFF DATE							LINE DESC				
2024 9 176		BUA 6110-36121					LIBRARY	5			12,976.00
03/19/2024	031824C										
2024 9 176		BUA 4100-39969					FUND BALANCE	5			5,870.00
03/19/2024	031824C										
2024 9 176		BUA 6110-45600					BOOKS	5		18,846.00	
03/19/2024	031824C										
							JOURNAL 2024/09/175	TOTAL		.00	.00
2024 9 176		BUA 4920-45000					GRANTCLIENTS	5			130,800.00
03/19/2024	031824C										
2024 9 176		BUA 9800-44930					TRANSFER TO IND EXP FUND	5		130,800.00	
03/19/2024	031824C										
							JOURNAL 2024/09/176	TOTAL		.00	.00
2024 9 177		BUA 4987-39811					TRANSFER FROM GENERAL FUND	5			130,800.00
03/19/2024	031824C										
2024 9 177		BUA 4987-41040					ENGINEERING SERVICES	5		130,800.00	
03/19/2024	031824C										
							JOURNAL 2024/09/177	TOTAL		.00	.00
2024 9 178		BUA 4920-45000					GRANTCLIENTS	5			16,500.00
03/19/2024	031824C										
2024 9 178		BUA 4920-49807					PROJECT MATCH FOR GRANTS	5		16,500.00	
03/19/2024	031824C										
							JOURNAL 2024/09/178	TOTAL		.00	.00
2024 9 183		BUA 5133-45100					CAPITAL OUTLAY	5			2,000.00
03/19/2024	031824C										
2024 9 183		BUA 5133-43911					ADVERTISING	5			8,480.00
03/19/2024	031824C										
2024 9 183		BUA 5133-43510					REPAIRS BUILDING AND GROUNDS	5			46,859.03
03/19/2024	031824C										
2024 9 183		BUA 5133-43250					POSTAGE	5			916.38
03/19/2024	031824C										
2024 9 183		BUA 5133-43540					SOFTWARE MAINTENANCE	5			2,231.68
03/19/2024	031824C										
2024 9 183		BUA 5133-42980					PROGRAM SUPPLIES	5		57,087.09	

**BUDGET AMENDMENT JOURNAL ENTRY PROOF**

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
					03/19/2024	031824C					T			
BUA	5133-42600				03/19/2024	031824C				OFFICE SUPPLIES		5	3,400.00	
										JOURNAL 2024/09/183		TOTAL	.00	.00
2024	9	216												
BUA	4947-34500				03/19/2024	031824C				State Economic Dev Grant		5		425,000.00
										GRANTCLIENTS		5	425,000.00	
					03/19/2024	031824C				JOURNAL 2024/09/216		TOTAL	.00	.00

BUDGET AMENDMENT JOURNAL ENTRY PROOF

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
FUND TOTAL					.00	.00

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

## Duplin County Budget Amendment

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

<b>Brief description of why this amendment is being requested:</b>
Carry fwd grant

<b>Revenue code</b>	<b>Line Item Description</b>	<b>Amount</b>	<b>Expense code</b>	<b>Line Item Description</b>	<b>Amount</b>
4100-39951	Fund Bal Carry Fwd Grants	13,540.21	5171-41990	Professional Services	13,540.21
Total		13,540.21	Total		13,540.21

Allyson  
2/20/24

Commissioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

BCCCP

Billie Dunn <bjddchd@gmail.com>

Tue 2/20/2024 11:32 AM

To: Chelsey Lanier <chelsey.lanier@duplincountync.com>; Tracey Kornegay <TRACEY.S.KORNEGAY@duplincountync.com>

CAUTION: This email originated from outside of Duplin County. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Chelsey,

At the beginning of Fiscal Year 23-24, when the carry forward balances were sent over to you, BCCCP was left off.

Could you please carry forward 5171-41990 from FY 22-23 to FY 23-24 in the amount of \$13,540.21.

Thank you.

Billie Jo

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

EM-Fire Marshal

Department Head's Signature

MNB

(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:**

Fine money brought in, paying out to appropriate response agency.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4397-34354	False Alarm Fine	900.00	4397-42726	Fine Payments	900.00
Total		900.00	Total		900.00

Finance Signature

Date Approved:

*Quincy Ramier*  
2/29/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

2/15/2024

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS-KORNEGAY

(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:**

NEHA-FDA 2023 Grant award (new)

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-35194	NEHA-FDA Grant Award	3,375.86	5111-40121	Salaries	3,375.86
Total		3,375.86	Total		3,375.86

*Tracey Simmons-Kornegay*

Finance Signature

Date Approved:

3/14/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

2/14/2024

## Duplin County Budget Amendment

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

Insurance proceeds

Date Approved:

15,517  
Chelsey Pomic  
2/20/24



RECEIVED

FEB 05 2024

Sedgwick Claims Management Services, Inc  
P O Box 14436  
Lexington, KY 40512-4436



DUPLIN COUNTY  
PO BOX 950  
KENANSVILLE NC 28349

#890

DATE	CHECK AMOUNT	CHECK NUMBER
01/31/2024	15,517.00	140431306
PAYEE	TAX ID	
DUPLIN COUNTY	None	
SCMS UNIT	PAGE	
184 Sedgwick Claims Management Services, Inc	01 of 01	

Claimant Name	Loss Date	Claim Number
DUPLIN COUNTY	01/13/2024	4A2401JYT8D-0001
Amt Paid: 15,517.00	Description: Miscellaneous CL/Other	
Dates: 01/13/2024 - 01/13/2024	Comment: 2019 Dodge Charger VIN# 4178	

SWK:RM.SDM.00.NP



THE FACE OF THIS CHECK IS PRINTED BLUE - THE BACK CONTAINS A SIMULATED WATERMARK - SEE BACK FOR DETAILS

Sedgwick Claims Management Services, Inc  
On behalf of  
NCACC Liability and Property Pool

ORIGIN  
1841278

Wells Fargo Bank, N.A.

VOID AFTER 60 DAYS

DATE: 01/31/2024

140431306

62-22  
311

PAY: \*\*\*\*\*FIFTEEN THOUSAND FIVE HUNDRED SEVENTEEN AND 00/100 DOLLARS

\$15,517.00

PAY TO  
THE  
ORDER  
OF  
DUPLIN COUNTY

*Sedgwick*

MEMO: \_\_\_\_\_ MP

NC Counties of Liability and P. Principal  
Sedgwick Claims Management Services, Inc., Agent By:

140431306 031100225 2079950059703

2204327049

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Senior Services

Department Head's Signature

Melisa S. Brown

(form can be e-mailed to Finance from Dept. Head)

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

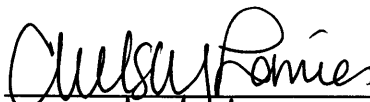
**Brief description of why this amendment is being requested:**

Budget amendment to align county budget with grantee adjustments specific to the MIPPA funds received.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5600-35600	MIPPA	408.00	5604-42600	Supplies	408.00
Total		408.00	Total		408.00

Finance Signature

Date Approved:

  
2/20/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

2/20/2024

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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 65% of requested new interpreter and RN position

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5191-41990	Professional Services	121,600.00	5191-40121	Salaries	20,000.00
			5191-40181	Social Security	6,882.00
			5191-40182	Retirement	4,000.00
			5191-40183	Hospital Insurance	5,000.00
			5191-40184	Life Insurance	20.00
			5191-44910	Dues and Subscriptions	900.00
			5191-42980	Program Supplies	14,700.00
			5191-42600	Office Supplies	2,400.00
			5191-43110	Travel / Training	32,485.00
			5191-42990	Incentives	35,213.00
Total		121,600.00	Total		121,600.00

*Chelsy Ranier*

Finance Signature

Date Approved:

3/4/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Airport

Department Head's Signature

*Josh Raynor*

(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:**

Move funds to cover overages

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4530-49807	Project Match for Grants	10,204.00	4530-41860	Workers Comp	754.00
			4530-44500	Insurance and Bonds	9,350.00
			4530-42120	Uniforms	100.00
Total		10,204.00	Total		10,204.00

*Chelsy Ranier*

Finance Signature

Date Approved:

*3/5/24*

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:



BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Department Head's Signature

(form can be e-mailed to Finance from Dept. Head)

Solid Waste  
[Signature]

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 money to cover cost of Scrap tire hauling.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
7402-42980	Vehicle Gasoline	5,000	7403-44970	Contract Hauling	5,000
7402-42980	Program Supplies	3,000	7403-44970	Contract Hauling	3,000
7402-43570	Repair & Bldg Ground	5,000	7403-44970	Contract Hauling	5,000
Total		13,000	Total		13,000

Finance Signature

Date Approved:

Chelsey Rancier3/7/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title Senior Services  
Department Head's Signature Melisa S. Brown  
(form can be e-mailed to Finance from Dept. Head)

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

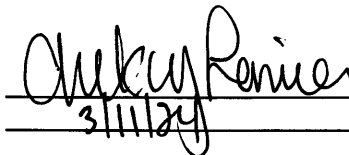
**Brief description of why this amendment is being requested:**

Budget SMP-SHIIP Shred grant funds received for the department.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5600-35634	SMP-SHIIP Shred	2,800.00	5606-40121	Salary	670.00
			5606-40181	Social Security	52.00
			5606-40182	Retirement	87.00
			5606-40183	Hospital Insurance	146.00
			5606-40184	Life Insurance	1.00
			5606-41990	Professional Services	1,000.00
			5606-42600	Office Supplies	369.00
			5606-43250	Postage	300.00
			5606-43910	Advertisement	175.00
Total		2,800.00	Total		2,800.00

Finance Signature

Date Approved:

  
3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

3/11/2024

## 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**

<b>Brief description of why this amendment is being requested:</b>
Increase postage budget

<b>Revenue code</b>	<b>Line Item Description</b>	<b>Amount</b>	<b>Expense code</b>	<b>Line Item Description</b>	<b>Amount</b>
4100-34245	Sales: Postage	50,000.00	4240-43250	Postage	50,000.00
Total		50,000.00	Total		50,000.00

Finance Signature  
Date Approved:

Chelsey Lanier  
3/6/24

Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_

Commissioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Senior Services

Department Head's Signature

Melisa S. Brown

(form can be e-mailed to Finance from Dept. Head)

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

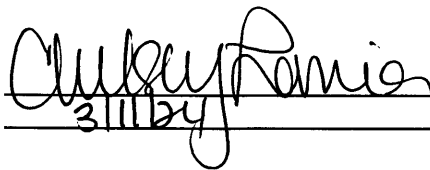
**Brief description of why this amendment is being requested:**

Budget amendment to align county budget with grantee adjustments specific to the MIPPA funds received.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5600-35600	MIPPA	408.00	5604-42600	Supplies	408.00
Total		408.00	Total		408.00

Finance Signature

Date Approved:

  
3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

3/11/2024



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

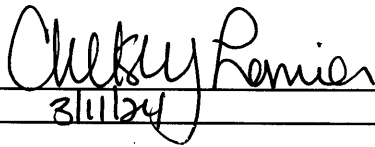
**Brief description of why this amendment is being requested:**

Align county budget with state funding

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
6110-36121	Library	12,976.00	6110-45600	Books	18,846.00
4100-39969	Fund Balance Appr	5,870.00			
Total		18,846.00	Total		18,846.00

Finance Signature

Date Approved:

  
3/1/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

Fw: 2023-2024 Aid to Public Libraries Fund-Estimated Total Payment

Laura Jones <laura.jones@duplincountync.com>

Mon 3/4/2024 2:38 PM

To: Chelsey Lanier <chelsey.lanier@duplincountync.com>

Here's the email that shows our final SA amount including the recurring \$25,000.



LAURA C. JONES, MAED, MLS

Director

Duplin County Libraries

phone 910.296.2117

mail 107 Bowden Drive, Kenansville, NC 28349

email laura.jones@duplincountync.com

FY 24  
budget (124,000)  
program supplies 12,000  
books 106,130  
118,130  
budget increase 12,976 revenues  
18,846 expenses  
5870.00

From: Reynolds, Lynda <lynda.reynolds@dncl.nc.gov>

Sent: Thursday, November 9, 2023 8:30 AM

To: Laura Jones <LAURA.JONES@duplincountync.com>

Subject: 2023-2024 Aid to Public Libraries Fund-Estimated Total Payment

CAUTION: This email originated from outside of Duplin County. Do not click links or open attachments unless you recognize the sender and know the content is safe.

#### MEMORANDUM

To: Duplin County Library

From: Lynda Reynolds, Acting Director of Library Development

Date: November 9, 2023

Re: 2023 - 2024 Aid to Public Libraries Fund - Estimated Total Payment

This memorandum is to inform you that Duplin County Library will receive \$136,976 from the Aid to Public Libraries Fund for FY2023-24. The total authorized allocation is \$18,000,000 for public libraries qualifying to receive State Aid. The authorized amount for distribution is \$17,200,000 with a 1% allocation to administration costs, which includes the formal review of the State Aid to Public Libraries Formula in 2024. If there is a change in the allocation, you will receive a notification of the change.

State Aid payments are distributed monthly and should be received no later than the fifteenth of each month. The following chart shows the payments already distributed from July 2023 through November 2023 and the adjusted payments to be distributed from December 2023 through June 2024.

Library Name: Duplin County Library

July 2023 Payment	Aug 2023 Payment	Sept 2023 Payment	Oct 2023 Payment	Nov 2023 Payment	Dec 2023 Payment
\$9,272	\$9,272	\$9,272	\$9,272	\$9,272	\$12,945

Jan 2024 Payment	Feb 2024 Payment	Mar 2024 Payment	Apr 2024 Payment	May 2024 Payment	June 2024 Payment
\$12,945	\$12,945	\$12,945	\$12,945	\$12,945	\$12,946

Next Page →

The fund herein provided shall be administered by the Department of Natural and Cultural Resources, which shall frame bylaws, rules and regulations for the allocation and administration of such funds. The funds shall be used to improve, stimulate, increase and equalize public library service to the people of the whole State, shall be used for no other purpose, except as herein provided, and shall be allocated among the legally established municipal, county or regional libraries in the State taking into consideration local needs, area and population to be served, local interest and such other factors as may affect the State program of public library. (NCGS, Chapter 125-7(c))

Block and per capita equalization grants may be used for library materials, salaries, equipment, and operating costs. (Administrative Code, Title 7, Chapter 2, Subchapter 21, Section .0202)

Please contact me at [lynda.reynolds@ncdcr.gov](mailto:lynda.reynolds@ncdcr.gov) if you have any questions and/or would like to go over your individual State Aid calculations.

Please provide a copy of this memo to your Finance Officer and Auditor.

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:**

TO APPROPRIATE A TRANSFER FROM THE GENERAL FUND TO INDUSTRIAL EXPANSION FUND

Budget amendment approved in FY23, posted but transfer not completed. This is to rebudget transfer.


Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4920-45000	GRANT TO CLIENTS	130,800.00	9800-44930	TRANSFER TO INDUSTRIAL EXPANSION	130,800.00
Total		130,800.00	Total		130,800.00

Finance Signature

Date Approved:



4/3/2023

  
3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title \_\_\_\_\_

Department Head's Signature \_\_\_\_\_

(form can be e-mailed to Finance from Dept. Head)

EDC

*[Signature]*

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

**Brief description of why this amendment is being requested:**

Move monies into budget line to pay invoices for Engineering Services performed by McDavid & Associates in relation to Airpark Water/Sewer Improvement.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4987-39811	Transfer from General Fund	130,800.00	4987-41040	Engineering Services	130,800.00
Total		130,800.00	Total		130,800.00

Finance Signature \_\_\_\_\_

Date Approved: \_\_\_\_\_

*Chelsey Romier*  
3/12/24

Manager Signature \_\_\_\_\_

Date Approved: \_\_\_\_\_

Commissioner Approval \_\_\_\_\_

Date Approved: \_\_\_\_\_

3/8/2024

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Department Head's Signature

EDC

(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

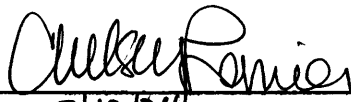
**Brief description of why this amendment is being requested:**

To appropriate funds made by County performance agreements regarding specific projects. Project Ginny county match of \$8,000 and Project Freeze county match of \$8,500. Request for funds anticipated soon.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4920-45000	Grants Clients	16,500.00	4920-49807	Project Match for Grants	16,500.00
Total		16,500.00	Total		16,500.00

Finance Signature

Date Approved:

  
3/12/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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:**

remodeling to enhance response, prevention and preparation of public health services

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5133-45100	Capital Outlay	2,000.00	5133-42980	Program Supplies	57,087.09
5133-43911	Advertising	8,480.00	5133-42600	office supplies	3,400.00
5133-43510	Repairs B & G	46,859.03			
5133-43250	Postage	916.38			
5133-43540	Software Maintenance	2,231.68			
Total		60,487.09	Total		60,487.09

*Chelsey Ranier*

Finance Signature

Date Approved:

3/12/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:



BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title \_\_\_\_\_

Department Head's Signature \_\_\_\_\_

(form can be e-mailed to Finance from Dept. Head)

EDC

*[Signature]*

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

**Brief description of why this amendment is being requested:**

Move funds into budget line to pay NCOne Grant disbursement requests per agreement with Warsawing Cabinets, LLC/Design Mode Cabinetry/Project ACC.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4947-34500	State Econ Dev Grant	425,000.00	4947-45000	Grants Clients	425,000.00
Total		425,000.00	Total		425,000.00

*Chelsey Ranier*

Finance Signature \_\_\_\_\_

Date Approved: \_\_\_\_\_

*3/13/24*

Manager Signature \_\_\_\_\_

Date Approved: \_\_\_\_\_

Commissioner Approval \_\_\_\_\_

Date Approved: \_\_\_\_\_

3/13/2024

## Agenda

RELEASE NUMBER	NAME	TOWNSHIP	FIRE DISTRICT 1	FIRE DISTRICT 2	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	FIRE TAX 1	FIRE TAX 2	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
21776	AGULAR, INGRID MARTINEZ	09			2023	10006225	\$ 14.30	\$ 0.40			\$ 1.47		\$ 16.17	AFTERLISTED SWMH IN ERROR
21777	BERDUO, JUDY	03	F-02		2023	10005752	\$ 14.30	\$ 0.40	\$ 1.30		\$ 1.60	\$ 110.00	\$ 127.60	SWMH DOUBLE LISTED
21778	CARTER, WILLIAM DAVID	02	F-12		2023	10002654	\$ 54.73	\$ 1.53	\$ 4.98		\$ 6.12		\$ 67.36	SOLD BOAT IN 2022
21779	DAVIS, DONALD RAY	01			2023	2186145	\$ 33.66	\$ 0.94					\$ 34.60	SOLD BOAT IN 2021
21780	DAVIS, DONALD RAY	01			2022	2186145	\$ 7.34	\$ 0.21					\$ 7.55	SOLD BOAT IN 2021
21781	ENNIS, DWIGHT	10	F-11		2023	10005584	\$ 232.47	\$ 6.50	\$ 22.76		\$ 26.17		\$ 287.90	SOLD BOAT 10 YEARS AGO
21782	FUENTES, MARLON	09			2023	2966110	\$ 14.30	\$ 0.40			\$ 1.47	\$ 110.00	\$ 126.17	SWMH DOUBLE LISTED
21783	FUENTES, MARLON	09			2022	2966110	\$ 14.30	\$ 0.40			\$ 1.47	\$ 110.00	\$ 126.17	SWMH DOUBLE LISTED
21784	FUENTES, MARLON	09			2021	2966110	\$ 14.30	\$ 0.40			\$ 1.47	\$ 90.00	\$ 106.17	SWMH DOUBLE LISTED
21785	FUENTES, MARLON	09			2020	2966110	\$ 14.30	\$ 0.40			\$ 1.47	\$ 90.00	\$ 106.17	SWMH DOUBLE LISTED
21786	FUENTES, MARLON	09			2019	2966110	\$ 14.30	\$ 0.40			\$ 1.47	\$ 90.00	\$ 106.17	SWMH DOUBLE LISTED
21787	GRIFFIN, JOHNNY H. & WF SANDRA TORRANS GRIFFIN	12	F-22		2023	3360634	\$ 36.95	\$ 1.03			\$ 3.80		\$ 41.78	MYT TRAILER DOUBLE LISTED
21788	GRIFFIN, JOHNNY H. & WF SANDRA TORRANS GRIFFIN	12	F-22		2022	3360634	\$ 36.95	\$ 1.03					\$ 37.98	MYT TRAILER DOUBLE LISTED
21789	GRIFFIN, JOHNNY H. & WF SANDRA TORRANS GRIFFIN	12			2021	3360634	\$ 41.06	\$ 1.15			\$ 4.22		\$ 46.43	MYT TRAILER DOUBLE LISTED
21790	GRIFFIN, JOHNNY H. & WF SANDRA TORRANS GRIFFIN	12			2020	3360634	\$ 41.06	\$ 1.15					\$ 42.21	MYT TRAILER DOUBLE LISTED
21791	HENDERSON, ELLA MAE	07			2023	3753600						\$ 110.00	\$ 110.00	SWMH VACANT FOR YEARS
21792	JAMES, DONNETTA	01	F-07		2023	10005767	\$ 14.30	\$ 0.40	\$ 1.40		\$ 1.61	\$ 110.00	\$ 127.71	SWMH DOUBLE LISTED
21793	KORNEGAY, ELLIOTT	04	F-01		2023	000000377	\$ 14.30	\$ 0.40	\$ 1.00		\$ 1.57	\$ 110.00	\$ 127.27	SWMH DOUBLE LISTED
21794	LANGLEY, DAVID JR.	09			2023	5144759	\$ 54.13	\$ 1.51			\$ 5.57		\$ 61.21	SOLD BOAT IN 2022
21795	MARTINEZ, LUIS ERNAN	01	F-07		2023	010003231	\$ 455.46	\$ 12.74	\$ 44.59				\$ 512.79	DWMH & MISC IMPROVEMNETS DOUBLE LISTED
21796	SIMON, JANET A.	09			2023	1000732						\$ 110.00	\$ 110.00	PROPERT IS IN TOWN OF TEACHEY
21797	WHALEY, PATRICIA	07	F-14		2023	9363943	\$ 347.13	\$ 9.71	\$ 24.27				\$ 381.11	SHOULD HAVE RECEIVED ELDERLY EXEMPTION
21798	WHALEY, PATRICIA	07	F-14		2022	9363943	\$ 347.13	\$ 9.71	\$ 24.27				\$ 381.11	SHOULD HAVE RECEIVED ELDERLY EXEMPTION
	<b>GRAND TOTAL</b>						<b>\$ 1,816.77</b>	<b>\$ 50.81</b>	<b>\$ 124.57</b>	<b>\$ -</b>	<b>\$ 59.48</b>	<b>\$ 1,040.00</b>	<b>\$ 3,091.63</b>	
	<b>SUBMITTED BY:</b>					<b>FINAL APPROVAL BY:</b>					<b>DATE APPROVED:</b>			



LL 2-26-24  
KN 2126724

21648	RUSS, JOSHUA CHARLES	11		2018	7549536	\$ 65.35			\$ 6.54		\$ 71.89	VOID-SHOULD NOT HAVE BEEN RELEASED
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**\$14,280.03**

## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

<b>Representative Name and Department:</b> Melisa S. Brown, Senior Services	<b>Meeting Date:</b> March 18 <sup>th</sup> , 2024
<b>Subject:</b> Centennial Birthday Greeting – Ms. Christine Virginia Jones - 100 <sup>th</sup> Birthday	
<b>Summary, explanation and background:</b> Once a senior reaches the 100 years young milestone, participants become part of an elite group. Members of the centennial program are recognized and honored with a special presentation and document provided by the Governor's office, and elected officials. <b>The family requested document only and no official presentation at this time.</b>	
<b>Requested Action:</b> Chairman and Clerk to sign birthday proclamation for centennial client.	
Budget impact for this fiscal year: NA	
Budget impact for subsequent years: NA	
<b>Time needed to explain to Commissioners:</b> Consent agenda	
Attachments: Proclamation for Ms. Christine V. Jones.	
<b>Instructions for what to do with attachments once approved:</b> Return document to Melisa S. Brown, Senior Services.	

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



*County of Duplin*  
*Office of the County Commissioners*



**PROCLAMATION RECOGNIZING THE 100<sup>TH</sup> BIRTHDAY  
OF MS. CHRISTINE V. JONES**

**STATE OF NORTH CAROLINA**

**COUNTY OF DUPLIN**

**WHEREAS**, Ms. Christine Virginia Jones was born in the town of Mount Olive, North Carolina on March 28, 1924 to the late Henry and Pearl Boone Royal. She was one of three siblings; and

**WHEREAS**, She received her education in the Wayne County school system. Ms. Jones later moved to Duplin County where she has lived for seventy-five years. Ms. Christine married the late Mr. Aldine Jones, and is the mother of nine children, six boys and three girls; and

**WHEREAS**, Ms. Christine was a private housekeeper and nanny for several families. She is a member of Best Chapel Free Will Baptist Church in Seven Springs, North Carolina and served on the mother board for many years until her health began to decline; and

**WHEREAS**, Ms. Jones has dedicated her life to raising her family and helping raise her grandchildren. She has been described as the backbone of the family and such as wonderful and dedicated Mom and Grandmother; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Duplin County Board of Commissioners do herewith acknowledge the excellence in public service exemplified by Ms. Christine Virginia Jones and honor her for her long life and prosperity, and wish her many more.

Adopted this the 18<sup>th</sup> day of March, 2024.

---

Dexter B. Edwards, Chairman  
Duplin County Board of Commissioners

ATTEST: \_\_\_\_\_  
Jaime W. Carr  
Clerk to the Board

## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

Name / Department: Melisa S. Brown, Senior Services	Meeting Date: March 18 <sup>th</sup> , 2024
Subject: (1)SMP/Shred-a-thon/Identity Theft Grant	
Summary, explanation and background: (1) The SMP/SHIIP grant funds will be used to provide a free shred event for seniors during the older American celebration event scheduled in May, 2024.	
Requested Action: (1) Approval to accept and authorize Melisa S. Brown to sign and complete the DocuSign document for the FY 23-24 funds and approve the associated budget amendment.	
Budget impact for this fiscal year: (Funds available, allocation needed, etc.) – (1) \$2,800.00.	
Budget impact for subsequent years: (Funds available, allocation needed, etc.)	
Time needed to explain to Commissioners: Consent Agenda	
Attachments: (1) DocuSign document	
Instructions for what to do with attachments once approved: One original for your records	

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



NORTH CAROLINA  
DEPARTMENT OF INSURANCE  
MIKE CAUSEY, COMMISSIONER

## State of North Carolina

### County of Wake

**Federal Award Agency:** US Department of Health & Human Services, Administration for Community Living

### Grant Information

Contract Type

SMP Govt

CDEA #

93.048

Federal Award Date

05/25/2023

Fiscal Year

2023-2024

Performance Period Start Date

06/01/2023

Performance Period End Date

05/31/2024

Grant Award #

90MPPG0074-01-00

Cost Center

16001643g23

Award Amount

\$2,800.00

**Award Total Amount**

\$2,800.00

### Subrecipient Information

Subrecipient Business Name

Duplin County Senior Services

Subrecipient Address (incl. City,  
State, Zip)

P.O. Box 928 Kenansville, NC 28349

Subrecipient Telephone #

(910) 296-2140

**List of Required Subrecipient Statement of Work activities**

1. Describe the type of Identity Shred-A-Thon/Fraud Prevention event that you will be hosting. Provide information to include but not limited to a health fair type activity, or presentation style event with speakers from various agencies discussing fraud prevention. Your description should explain why you need to host an Identity Theft Shred-A-Thon/Fraud Prevention event. Funds may be used to the promote event, pay for the event location, staff time working on the event, and pay for the shred activity. No food can be purchased using these funds for the event.
2. How will you promote the NCSMP Program during the event?
3. Will you enter the data into STARS and select the "Send to SMP" button on the Public and Media Outreach Form?

### Subrecipient Statement of Work and Line Item Budget Information



## Attachment B - Statement of Work Items

Provide a narrative response for each question within the Statement of Work. \*

In celebration of Older Americans Month, Duplin County Senior Services will host its annual senior fun day event on Wednesday, May 1st, 2024 at the Duplin Events Center. In addition to the health and wellness opportunities hosted, the department will provide an opportunity for seniors to bring documents that contain personal identification to shred in a safe location. This event will piggy back off of the senior scam jam event hosted in December, 2023. Information packets will be provided for all participants with relevant SHIP handouts, as well as agency resources. Advertisement will be promoted in English and Spanish and circulated in the local newspapers, social media, and partnering agencies. Funds will be used to promote the event, contract with shred company, purchase small shredders and fire proof boxes to give away as door prizes, salary and fringes for staff working at the event. All documentation will be provided and information keyed in STARS as requested.

## Attachment C - Line Item Budget and Budget Narrative

All fields must be completed. Zero dollar amount is an acceptable answer. Must agree to the award amount.

<u>Contractual Amount *</u>	<u>Construction Amount *</u>	<u>Supplies Amount *</u>
\$1,000.00	\$0.00	\$369.00
<u>Equipment Amount *</u>	<u>Other Amount *</u>	<u>Travel Amount *</u>
\$0.00	\$475.00	\$0.00
<u>Personnel Amount *</u>	<u>Fringe Amount *</u>	<u>Award Total</u>
\$670.00	\$286.00	\$2,800.00
<u><b>Total Project Amount *</b></u>		
\$2,800.00		

### Written Description of Planned Expenditures \*

The department will utilize the grant funds as listed below:

Contractual - Pro Shed Security - four hours (10:00-2:00) \$1,000.00

Supplies - Purchase small shredders, fire proof lock boxes, computer paper, ink, for flyers, etc. - \$369.00

Other - postage and advertisement - \$475.00

Personnel - 60% (Director) - 40% (SHIP Coordinator) - working event/completing reports

Fringes - social security, retirement, hospital insurance, workers compensation - \$286.00

### After filling out this required Statement of Work responses and Line Item Budget information:

1. Press the **Ctrl** key and the letter **P** key at the same time. This will open a new screen to print out this information.
2. The printed document needs to be signed by your financial officer.
3. Scan the signed document so that it can be digitized for uploading.
4. Upload the signed document by pressing the "Select files" button at the Attach Pre-Audit document area shown below.

Does your County require a pre-audit? \*

Yes

Attach Pre-Audit document \*



Subrecipient Reviewer (person completing the questions and budget) Decision \*

The information that you enter will get merged into the Contract document when you press the Submit button below.

**MELISA S. BROWN**

DIRECTOR, SENIOR SERVICES

Phone 910.296.2140

Mail P. O. BOX 928, 213 SEMINARY ST., KENANSVILLE, NC 28349

Email [melisab@duplincountync.com](mailto:melisab@duplincountync.com)**From:** Robertson, Kevin <[Kevin.Robertson@ncdof.gov](mailto:Kevin.Robertson@ncdof.gov)>**Sent:** Tuesday, February 27, 2024 9:57 AM**To:** Melisa Brown <[melisab@duplincountync.com](mailto:melisab@duplincountync.com)>**Subject:** SMP Shred-a-thon/Identity Theft Grant Contract dates 6/1/23-5/31/24

CAUTION: This email originated from outside of Duplin County. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Melisa,

As mentioned on monthly conference calls SMP is providing SHIP Coordinating sites a grant to host a Shred-a-thon/Identity Theft Event. With this grant you will be awarded \$2,800.00 to host an event. If you are a coordinating site that provides services for two counties you will receive funds to host an event in both counties.

Please see the attached Statement of Work to learn more about the type of event you may want to host. We will leave this up to you.

This grant is optional and you are not required to take the funding.

At this time, I need you to confirm the information below by replying to this email responding with one of three messages.

1. Information is correct;
2. Information is incorrect and provide me the correct information; or
3. We will NOT be taking the grant/contract this year.

If your county requires a pre-audit on funds, I am attaching the document that you can use to start this process. Remember the pre-audit would be uploaded into SimpliGov once you receive your contract.

As always, I am also attaching the document that provides information on how to use grant funds and instructions for completing the grant through SimpliGov.

County	Agency	Name of Person Responding to Contract Questions/ E-Mail	Mailing Address	Phone/ Fax	AMOUNT from 16001643G23	Certifying Official-Signer	Agency Financial Office Address Listed on W-9
Duplin	Duplin County Senior Services	Melisa Brown <a href="mailto:melisab@duplincountync.com">melisab@duplincountync.com</a>	P.O. Box 928 Kenansville, NC 28349	910-296-2140 910-296-2142	\$2,800	Melisa Brown <a href="mailto:melisab@duplincountync.com">melisab@duplincountync.com</a>	County of Duplin 224 Seminary Street Kenansville, NC 28349

Kevin Robertson, MPA  
NCSMP Director & Assistant SHIP Director

<image001.png>

<image007.png>

N.C. Department of Insurance

1201 Mail Service Center  
Raleigh, NC 27699-1201  
919-814-9947 office

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Senior Services

Department Head's Signature

Melisa S. Brown

(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:**

Budget SMP-SHIIP Shred grant funds received for the department.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
	SMP-SHIIP Shred	2,800.00	5606-40121	Salary	670.00
			5606-40181	Social Security	52.00
			5606-40182	Retirement	87.00
			5606-40183	Hospital Insurance	146.00
			5606-40184	Life Insurance	1.00
			5606-41990	Professional Services	1,000.00
			5606-42600	Office Supplies	369.00
			5606-43250	Postage	300.00
			5606-43910	Advertisement	175.00
Total		2,800.00	Total		2,800.00

Finance Signature

Date Approved:

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

3/11/2024

## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

<b>Name / Department:</b> Tracey Simmons-Kornegay/Health Department	<b>Meeting Date:</b> March 18, 2024
<b>Subject:</b> Food and Lodging – AA 874 Funding	
<b>Summary, explanation, and background:</b> <p>To fund a portion of local expenditures created by state-mandated Food, Lodging, and Institution (Food and Lodging) sanitation programs and activities, the legislature established a State Inspections, Statistics, and Fees Program within the Environmental Health Section. This program centralizes public health data, invoices regulated facilities, and distributes the funds per G.S. 130A-248(d). The receipts collected are redistributed to local environmental health programs in the form of aid to counties.</p> <p>The Agreement Addendum allows for the Local Health Department's environmental health program to implement state-mandated sanitation regulations. The funds from this Agreement Addendum will be used to support local Food and Lodging programs and activities. The disbursement and fund purpose are described under "Regulation of food and lodging establishments" in North Carolina General Statute 130A-248(d) and under "Disbursements of Funds" in North Carolina Administrative Code 15A NCAC 18A .2901.</p>	
<b>Requested Action:</b> 1) Acceptance of Food & Lodging (AA 874) for \$7,708.00 2) Approval of the budget amendment for 2023-2024	
<b>Budget impact for this fiscal year: (Funds available, allocation needed, etc.)</b> <ul style="list-style-type: none"> <li>None</li> </ul>	
<b>Budget impact for subsequent years: (Funds available, allocation needed, etc.)</b> <ul style="list-style-type: none"> <li>None</li> </ul>	
<b>Time needed to explain to Commissioners:</b> <ul style="list-style-type: none"> <li>5 minutes</li> </ul>	

Attachments:



874 FY24  
Duplin.pdf



BA 3.18.2024 EH  
5111.pdf

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 Jaime Carr by the agenda deadline. Remember, one original will be retained for the minutes.

# Division of Public Health

## Agreement Addendum

### FY 23-24

Page 1 of 2

Duplin County Health Department  
**Local Health Department Legal Name**

874 Food and Lodging  
**Activity Number and Description**

04/01/2024 – 05/31/2024  
**Service Period**

05/01/2024 – 06/30/2024  
**Payment Period**

☒ Original Agreement Addendum  
☐ Agreement Addendum Revision # \_\_\_\_\_

Environmental Health Section /  
Food Protection and Facilities Branch  
**DPH Section / Branch Name**

Shane Smith (919) 707-5872  
shane.smith@dhhs.nc.gov  
**DPH Program Contact**  
(name, phone number, and email)

**DPH Program Signature** **Date**  
(only required for a negotiable Agreement Addendum)

**I. Background:**

In order to fund a portion of local expenditures created by state-mandated Food, Lodging, and Institution (Food and Lodging) sanitation programs and activities, the legislature established a State Inspections, Statistics, and Fees Program within the Environmental Health Section. This program centralizes public health data, invoices regulated facilities, and distributes the funds in accordance with G.S. 130A-248(d). The receipts collected are redistributed to local environmental health programs in the form of aid to counties.

**II. Purpose:**

The Agreement Addendum allows for the Local Health Department's environmental health program to implement state-mandated sanitation regulations. The funds from this Agreement Addendum are to be used to support local Food and Lodging programs and activities. The disbursement and fund purpose are described under "Regulation of food and lodging establishments" in North Carolina General Statute 130A-248(d) and under "Disbursements of Funds" in North Carolina Administrative Code 15A NCAC 18A .2901.

**III. Scope of Work and Deliverables:**

The Local Health Department Food and Lodging funds are distributed based on the attached *Food and Lodging Distribution Calculations* spreadsheet. The Local Health Department shall use this funding for food, lodging, and institution sanitation programs and activities.

Assuring consistency and quality of Food and Lodging permitting and inspection activities is essential to effective program implementation. Inconsistency or failure to apply permitting and inspection rules creates liability for the county and the Local Health Department and may lead to a loss of confidence from the public and operators. To provide for consistency and quality within the Food and Lodging

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

Date

LHD to complete: LHD program contact name: \_\_\_\_\_  
[For DPH to contact in case follow-up information is needed.] Phone and email address: \_\_\_\_\_

**Signature on this page signifies you have read and accepted all pages of this document.** Template rev. August 2021

Program, and as part of this Agreement Addendum, the Local Health Department shall maintain an internal Quality Assurance Plan.

A summary of the previous year's approved Quality Assurance Plan activities (January 1, 2023 - December 31, 2023) must be submitted to the Environmental Health Regional Specialist for review by **April 30, 2024**.

**IV. Performance Measures / Reporting Requirements:**

1. Performance Measures

- a. The Local Health Department shall ensure funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).

2. Reporting Requirements

Complete the following report via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>.

- a. By May 31, 2024, provide an attestation ensuring that funds are used for Food and Lodging sanitation programs and activities in accordance with G.S. 130A-248(d).
- b. By April 1, 2024, submit a summary of the previous year's Food Protection Program Quality Assurance Plan activities (January 2023–December 2023) by email to the Environmental Health Regional Specialist.
- c. By April 1, 2024, submit its current Food Protection Program Quality Assurance Plan (January 2024–December 2024) by email to the Environmental Health Regional Specialist.

**V. Performance Monitoring and Quality Assurance:**

The Food Protection and Facilities Branch will review annual required inspection data submitted electronically to the Environmental Health Inspections Data System to assure required food, lodging, and institution inspections are completed at the frequency required. Failure to complete required inspections will cause the Local Health Department to lose funding.

During program monitoring activities, Environmental Health Regional Specialists may review documentation to verify that the approved Quality Assurance Plan is being implemented.

If the Local Health Department Food and Lodging program is not in compliance with an approved Quality Assurance Plan, a corrective action plan must be submitted via the Smartsheet link above within 30 days, to the Environmental Health Regional Specialist indicating how deficiencies will be addressed.

**VI. Funding Guidelines or Restrictions:**

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
  - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.
  - b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.



**874 Food and Lodging Distribution Calculations Spreadsheet FY2023-2024, April 1-May 31, 2024**

Co. ID	County	% for FY22-23	1st (1)	2nd (2a)	3rd (2b)	Total
001	ALAMANCE	100%	\$750	\$34,856	\$32,939	\$68,545
002	ALEXANDER	98%	\$750	\$4,576		\$5,326
D2	ALLEGHANY	89%	\$750	\$2,658		\$3,408
004	ANSON	93%	\$750	\$3,635		\$4,385
D2	ASHE	90%	\$750	\$5,766		\$6,516
D6	AVERY	3%	\$750	\$184		\$934
007	BEAUFORT	100%	\$750	\$11,184	\$10,569	\$22,503
D1	BERTIE	91%	\$750	\$3,409		\$4,159
009	BLADEN	77%	\$750	\$5,477		\$6,227
010	BRUNSWICK	99%	\$750	\$30,476		\$31,226
011	BUNCOMBE	66%	\$750	\$56,115		\$56,865
012	BURKE	36%	\$750	\$5,238		\$5,988
013	CABARRUS	91%	\$750	\$41,946		\$42,696
014	CALDWELL	47%	\$750	\$6,864		\$7,614
D1	CAMDEN	60%	\$750	\$847		\$1,597
016	CARTERET	100%	\$750	\$22,749	\$21,498	\$44,997
017	CASWELL	100%	\$750	\$1,900	\$1,796	\$4,446
018	CATAWBA	100%	\$750	\$37,191	\$35,145	\$73,086
019	CHATHAM	100%	\$750	\$15,093	\$14,263	\$30,106
020	CHEROKEE	100%	\$750	\$7,872	\$7,439	\$16,061
D1	CHOWAN	81%	\$750	\$2,990		\$3,740
022	CLAY	100%	\$750	\$2,932	\$2,771	\$6,453
023	CLEVELAND	73%	\$750	\$14,070		\$14,820
024	COLUMBUS	59%	\$750	\$7,271		\$8,021
025	CRAVEN	99%	\$750	\$21,285		\$22,035
026	CUMBERLAND	31%	\$750	\$21,476		\$22,226
D1	CURRITUCK	58%	\$750	\$5,133		\$5,883
028	DARE	100%	\$750	\$26,441	\$24,986	\$52,177
029	DAVIDSON	53%	\$750	\$14,186		\$14,936
030	DAVIE	100%	\$750	\$7,818	\$7,388	\$15,956
031	DUPLIN	55%	\$750	\$6,958		\$7,708
032	DURHAM	67%	\$750	\$51,872		\$52,622
033	EDGECOMBE	45%	\$750	\$4,544		\$5,294
034	FORSYTH	97%	\$750	\$73,045		\$73,795
035	FRANKLIN	77%	\$750	\$7,441		\$8,191
036	GASTON	86%	\$750	\$39,081		\$39,831
D1	GATES	52%	\$750	\$791		\$1,541
038	GRAHAM	61%	\$750	\$1,358		\$2,108
D3	GRANVILLE	76%	\$750	\$7,303		\$8,053
040	GREENE	76%	\$750	\$3,136		\$3,886
041	GUILFORD	62%	\$750	\$68,535		\$69,285
042	HALIFAX	100%	\$750	\$11,890	\$11,236	\$23,876
043	HARNETT	98%	\$750	\$16,601		\$17,351
044	HAYWOOD	89%	\$750	\$16,284		\$17,034
045	HENDERSON	72%	\$750	\$21,031		\$21,781
D1	HERTFORD	53%	\$750	\$2,849		\$3,599
047	HOKE	91%	\$750	\$6,423		\$7,173
048	HYDE	82%	\$750	\$2,760		\$3,510
049	IREDELL	65%	\$750	\$23,645		\$24,395
050	JACKSON	100%	\$750	\$14,550	\$13,750	\$29,050
Subtotal:			\$37,500	\$801,735	\$183,780	\$1,023,015
			1st (1)	2nd (2a)	3rd (2b)	Total
<b>TOTALS:</b>			<b>\$75,000</b>	<b>\$1,842,817</b>	<b>\$422,766</b>	<b>\$2,340,583</b>

D1-Albemarle Regional Health Services	\$31,330
D2-Appalachian District Health Department	\$25,992
D3-Granville-Vance Health Department	\$16,361
D4-Martin-Tyrrell-Washington District Health Department	\$19,885
D6-Toe River District Health	\$1,823
D7-Foothills Health District	\$45,958

Co. ID	County	% for FY22-23	1st (1)	2nd (2a)	3rd (2b)	Total
051	JOHNSTON	100%	\$750	\$44,954	\$42,482	\$88,186
052	JONES	100%	\$750	\$1,140	\$1,077	\$2,967
053	LEE	41%	\$750	\$5,899		\$6,649
054	LENOIR	32%	\$750	\$4,152		\$4,902
055	LINCOLN	80%	\$750	\$10,902		\$11,652
056	MACON	82%	\$750	\$10,418		\$11,168
057	MADISON	27%	\$750	\$1,129		\$1,879
D4	MARTIN	100%	\$750	\$5,321	\$5,028	\$11,099
D7	MCDOWELL	100%	\$750	\$9,393	\$8,876	\$19,019
060	MECKLENBURG	94%	\$750	\$246,500		\$247,250
D6	MITCHELL	4%	\$750	\$139		\$889
062	MONTGOMERY	98%	\$750	\$5,108		\$5,858
063	MOORE	99%	\$750	\$25,639		\$26,389
064	NASH	77%	\$750	\$16,388		\$17,138
065	NEW HANOVER	94%	\$750	\$61,599		\$62,349
066	NORTHAMPTON	81%	\$750	\$2,639		\$3,389
067	ONSLow	100%	\$750	\$34,042	\$32,169	\$66,961
068	ORANGE	100%	\$750	\$26,712	\$25,243	\$52,705
069	PAMLICO	98%	\$750	\$3,139		\$3,889
D1	PASQUOTANK	74%	\$750	\$7,031		\$7,781
071	PENDER	81%	\$750	\$11,566		\$12,316
D1	PERQUIMANS	75%	\$750	\$2,280		\$3,030
073	PERSON	75%	\$750	\$5,701		\$6,451
074	PITT	100%	\$750	\$37,353	\$35,299	\$73,402
075	POLK	84%	\$750	\$5,473		\$6,223
076	RANDOLPH	85%	\$750	\$22,705		\$23,455
077	RICHMOND	100%	\$750	\$9,067	\$8,568	\$18,385
078	ROBESON	16%	\$750	\$3,909		\$4,659
079	ROCKINGHAM	84%	\$750	\$14,047		\$14,797
080	ROWAN	99%	\$750	\$25,047		\$25,797
D7	RUTHERFORD	100%	\$750	\$13,465	\$12,724	\$26,939
082	SAMPSON	75%	\$750	\$9,121		\$9,871
083	SCOTLAND	87%	\$750	\$5,715		\$6,465
084	STANLY	92%	\$750	\$12,587		\$13,337
085	STOKES	76%	\$750	\$5,818		\$6,568
086	SURRY	99%	\$750	\$18,329		\$19,079
087	SWAIN	71%	\$750	\$5,165		\$5,915
088	TRANSYLVANIA	95%	\$750	\$8,923		\$9,673
D4	TYRRELL	100%	\$750	\$1,140	\$1,077	\$2,967
090	UNION	100%	\$750	\$35,725	\$33,760	\$70,235
D3	VANCE	80%	\$750	\$7,558		\$8,308
092	WAKE	77%	\$750	\$175,541		\$176,291
093	WARREN	32%	\$750	\$1,216		\$1,966
D4	WASHINGTON	100%	\$750	\$2,606	\$2,463	\$5,819
D2	WATAUGA	89%	\$750	\$15,318		\$16,068
096	WAYNE	80%	\$750	\$20,371		\$21,121
097	WILKES	100%	\$750	\$11,782	\$11,134	\$23,666
098	WILSON	100%	\$750	\$20,197	\$19,086	\$40,033
099	YADKIN	93%	\$750	\$8,735		\$9,485
100	YANCEY	73%	\$750	\$2,378		\$3,128
Subtotal:			\$37,500	\$1,041,082	\$238,986	\$1,317,568

Bertie, Camden, Chowan, Currituck, Gates, Hertford, Pasquotank, Perquimans	
Alleghany, Ashe, Watauga	
Granville, Vance	
Martin, Tyrrell, Washington	
Avery, Mitchell	
McDowell, Rutherford	

DPH-Aid-To-Counties

For Fiscal Year: 23/24

Budgetary Estimate Number : 0

Activity 874	AA	131106 2B04752 200SZ00000	Total Allocated	Proposed Total	New Total
Service Period		04/01-05/31			
Payment Period		05/01-06/30			
01 Alamance	* 0	68,545	\$0.00	68,545	68,545
D1 Albemarle	* 0	31,330	\$0.00	31,330	31,330
02 Alexander	* 0	5,326	\$0.00	5,326	5,326
04 Anson	* 0	4,385	\$0.00	4,385	4,385
D2 Appalachian	* 0	25,992	\$0.00	25,992	25,992
07 Beaufort	* 0	22,503	\$0.00	22,503	22,503
09 Bladen	* 0	6,227	\$0.00	6,227	6,227
10 Brunswick	* 0	31,226	\$0.00	31,226	31,226
11 Buncombe	* 0	56,865	\$0.00	56,865	56,865
12 Burke	* 0	5,988	\$0.00	5,988	5,988
13 Cabarrus	* 0	42,696	\$0.00	42,696	42,696
14 Caldwell	* 0	7,614	\$0.00	7,614	7,614
16 Carteret	* 0	44,997	\$0.00	44,997	44,997
17 Caswell	* 0	4,446	\$0.00	4,446	4,446
18 Catawba	* 0	73,086	\$0.00	73,086	73,086
19 Chatham	* 0	30,106	\$0.00	30,106	30,106
20 Cherokee	* 0	16,061	\$0.00	16,061	16,061
22 Clay	* 0	6,453	\$0.00	6,453	6,453
23 Cleveland	* 0	14,820	\$0.00	14,820	14,820
24 Columbus	* 0	8,021	\$0.00	8,021	8,021
25 Craven	* 0	22,035	\$0.00	22,035	22,035
26 Cumberland	* 0	22,226	\$0.00	22,226	22,226
28 Dare	* 0	52,177	\$0.00	52,177	52,177
29 Davidson	* 0	14,936	\$0.00	14,936	14,936
30 Davie	* 0	15,956	\$0.00	15,956	15,956
31 Duplin	* 0	7,708	\$0.00	7,708	7,708
32 Durham	* 0	52,622	\$0.00	52,622	52,622
33 Edgecombe	* 0	5,294	\$0.00	5,294	5,294
D7 Foothills	* 0	45,958	\$0.00	45,958	45,958
34 Forsyth	* 0	73,795	\$0.00	73,795	73,795
35 Franklin	* 0	8,191	\$0.00	8,191	8,191
36 Gaston	* 0	39,831	\$0.00	39,831	39,831
38 Graham	* 0	2,108	\$0.00	2,108	2,108
D3 Gran-Vance	* 0	16,361	\$0.00	16,361	16,361
40 Greene	* 0	3,886	\$0.00	3,886	3,886
41 Guilford	* 0	69,285	\$0.00	69,285	69,285
42 Halifax	* 0	23,876	\$0.00	23,876	23,876
43 Harnett	* 0	17,351	\$0.00	17,351	17,351
44 Haywood	* 0	17,034	\$0.00	17,034	17,034
45 Henderson	* 0	21,781	\$0.00	21,781	21,781
47 Hoke	* 0	7,173	\$0.00	7,173	7,173
48 Hyde	* 0	3,510	\$0.00	3,510	3,510
49 Iredell	* 0	24,395	\$0.00	24,395	24,395
50 Jackson	* 0	29,050	\$0.00	29,050	29,050

51 Johnston	* 0	88,186	\$0.00	88,186	88,186
52 Jones	* 0	2,967	\$0.00	2,967	2,967
53 Lee	* 0	6,649	\$0.00	6,649	6,649
54 Lenoir	* 0	4,902	\$0.00	4,902	4,902
55 Lincoln	* 0	11,652	\$0.00	11,652	11,652
56 Macon	* 0	11,168	\$0.00	11,168	11,168
57 Madison	* 0	1,879	\$0.00	1,879	1,879
D4 M-T-W	* 0	19,885	\$0.00	19,885	19,885
60 Mecklenburg	* 0	247,250	\$0.00	247,250	247,250
62 Montgomery	* 0	5,858	\$0.00	5,858	5,858
63 Moore	* 0	26,389	\$0.00	26,389	26,389
64 Nash	* 0	17,138	\$0.00	17,138	17,138
65 New Hanover	* 0	62,349	\$0.00	62,349	62,349
66 Northampton	* 0	3,389	\$0.00	3,389	3,389
67 Onslow	* 0	66,961	\$0.00	66,961	66,961
68 Orange	* 0	52,705	\$0.00	52,705	52,705
69 Pamlico	* 0	3,889	\$0.00	3,889	3,889
71 Pender	* 0	12,316	\$0.00	12,316	12,316
73 Person	* 0	6,451	\$0.00	6,451	6,451
74 Pitt	* 0	73,402	\$0.00	73,402	73,402
75 Polk	* 0	6,223	\$0.00	6,223	6,223
76 Randolph	* 0	23,455	\$0.00	23,455	23,455
77 Richmond	* 0	18,385	\$0.00	18,385	18,385
78 Robeson	* 0	4,659	\$0.00	4,659	4,659
79 Rockingham	* 0	14,797	\$0.00	14,797	14,797
80 Rowan	* 0	25,797	\$0.00	25,797	25,797
82 Sampson	* 0	9,871	\$0.00	9,871	9,871
83 Scotland	* 0	6,465	\$0.00	6,465	6,465
84 Stanly	* 0	13,337	\$0.00	13,337	13,337
85 Stokes	* 0	6,568	\$0.00	6,568	6,568
86 Surry	* 0	19,079	\$0.00	19,079	19,079
87 Swain	* 0	5,915	\$0.00	5,915	5,915
D6 Toe River	* 0	1,823	\$0.00	1,823	1,823
88 Transylvania	* 0	9,673	\$0.00	9,673	9,673
90 Union	* 0	70,235	\$0.00	70,235	70,235
92 Wake	* 0	176,291	\$0.00	176,291	176,291
93 Warren	* 0	1,966	\$0.00	1,966	1,966
96 Wayne	* 0	21,121	\$0.00	21,121	21,121
97 Wilkes	* 0	23,666	\$0.00	23,666	23,666
98 Wilson	* 0	40,033	\$0.00	40,033	40,033
99 Yadkin	* 0	9,485	\$0.00	9,485	9,485
00 Yancey	* 0	3,128	\$0.00	3,128	3,128
Totals		2,340,583	0	2,340,583	2,340,583

DocuSigned by:  
 Sign and Date - DPH Program Administrator  
 Shane Smith 02/28/24 | 3:47 PM EST  
 A3EE496CB0F147A

DocuSigned by:  
 Sign and Date - DPH Section Chief  
 Larry Michael 02/28/24 | 3:48 PM EST  
 BE3F5899D7F0480

Sign and Date - DPH Budget Office - ATC Coordinator  
 Sam Huggins 2/28/2024

Sign and Date - DPH Budget Officer  
 S. Randle 2/29/2024

ag 2/29/2024

## Duplin County Budget Amendment

## Health

**Tracey Simmons - Kornegay / Billie Jo Dunn**

(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:**

additional state money received for Environmental Health Food and Lodging Program

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-35117	EH Food and Lodging	7,708.00	5111-43110	Travel	1,000.00
			5111-41990	Professional Services	6,708.00
Total		7,708.00	Total		7,708.00

**Finance Signature**

**Date Approved:**

**Manager Signature**

**Date Approved:**

### Commissioner Approval

**Date Approved:**

3/8/2024

## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

Name / Department: Tracey Simmons-Kornegay/Health Department	Meeting Date: March 18, 2024
Subject: ARPA Temporary Savings Fund (TSF) Public Health Services – AA 121 Funding	
<p>Summary, explanation, and background:</p> <p>This Agreement Addendum further enhances the ability of local health departments to deliver the essential services and core functions of public health to address the specific health needs or health status indicators selected by the local health department. The North Carolina General Statute § 130A-1.1(b) states: a local health department shall ensure that the following 10 Essential Public Health Services are available and accessible to the population in each county served by the local health department:</p> <p><b>Assessment</b></p> <ol style="list-style-type: none"> <li>1. Monitor health status to identify community health problems.</li> <li>2. Diagnose and investigate health problems and health hazards in the community.</li> </ol> <p><b>Policy Development</b></p> <ol style="list-style-type: none"> <li>3. Inform, educate, and empower people about health issues.</li> <li>4. Mobilize community partnerships to identify and solve health problems.</li> <li>5. Develop policies and plans that support individual and community health efforts.</li> </ol> <p><b>Assurance</b></p> <ol style="list-style-type: none"> <li>6. Enforce laws and regulations that protect health and ensure safety.</li> <li>7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.</li> <li>8. Assure a competent public health and personal health care workforce.</li> <li>9. Evaluate the effectiveness, accessibility, and quality of personal and population-based health services.</li> <li>10. Research for new insights and innovative solutions to health problems.</li> </ol> <p>Per NCGA 2023 Appropriations Act, HB 259, Section 4.7.(i), “The funds appropriated from the State Fiscal Recovery Fund in this act and in prior enactments of the General Assembly shall not revert at the end of each fiscal year of the 2023-2025 fiscal biennium but shall remain available to expend and appropriate until the date set by applicable federal law or guidance.”</p>	
<p>Requested Action:</p> <ol style="list-style-type: none"> <li>1) Acceptance of ARPA TSF Public Health Services (AA 121) for \$50,000.00</li> <li>2) Approval of the budget amendment for 2023-2024</li> </ol>	
<p>Budget impact for this fiscal year: (Funds available, allocation needed, etc.)</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
<p>Budget impact for subsequent years: (Funds available, allocation needed, etc.)</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	

Time needed to explain to Commissioners:

- 5 minutes

Attachments:



121 FY24 Duplin County Health Depa



BA 121 ARPA TSF PH Services 3.18.2024.p

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 Jaime Carr by the agenda deadline. Remember, one original will be retained for the minutes.

# Division of Public Health

## Agreement Addendum

### FY 23-24

Page 1 of 4

Duplin County Health Department  
Local Health Department Legal Name

121 ARPA TSF Public Health Services  
Activity Number and Description

07/01/2023 – 05/31/2024

Service Period

04/01/2024 – 06/30/2024

Payment Period

☒ Original Agreement Addendum  
☐ Agreement Addendum Revision # \_\_\_\_\_

Local and Community Support /  
Local Technical Assistance & Training  
DPH Section / Branch Name

Susan H. Little, 919-215-4471  
susan.little@dhhs.nc.gov

DPH Program Contact  
(name, phone number, and email)

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

Date

#### I. Background:

This funding, provided through budget receipts transferred from the ARPA Temporary Savings fund and made available through the NCGA 2023 Appropriations Act, HB 259, provides a \$50,000 grant in each year of the 2023-2025 fiscal biennium to each local health department to support activities authorized under the General Aid-to-Counties Agreement Addendum including the delivery of the 10 Essential Public Health Services per GS § 130A-1.1.<sup>1</sup>, the core functions of public health (Assessment, Policy Development, Assurance), and the specific health needs or health status indicators selected by each local health department.

Per HB 259, Section 4.7.(i), “The funds appropriated from the State Fiscal Recovery Fund in this act and in prior enactments of the General Assembly shall not revert at the end of each fiscal year of the 2023-2025 fiscal biennium but shall remain available to expend and appropriate until the date set by applicable federal law or guidance.”

#### II. Purpose:

This Agreement Addendum for Activity 121 further enhances the ability of local health departments to deliver the essential services and core functions of public health to address the specific health needs or health status indicators selected by the local health department.

<sup>1</sup> [https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter\\_130A/Article\\_1.pdf](https://www.ncleg.gov/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_130A/Article_1.pdf)

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

Date

LHD to complete:  
[For DPH to contact in case  
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. June 2023



The North Carolina General Statute § 130A-1.1(b) states: a local health department shall ensure that the following **10 Essential Public Health Services** are available and accessible to the population in each county served by the local health department:

**Assessment**

1. Monitor health status to identify community health problems.
2. Diagnose and investigate health problems and health hazards in the community.

**Policy Development**

3. Inform, educate, and empower people about health issues.
4. Mobilize community partnerships to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.

**Assurance**

6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure a competent public health and personal health care workforce.
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services.
10. Research for new insights and innovative solutions to health problems.

**III. Scope of Work and Deliverables:**

These funds may be used for any public health program or purpose, any locally identified need or current health status indicator, and to support the delivery of the core functions of public health and 10 Essential Public Health Services. The Local Health Department must report at the end of the fiscal year how the funds were spent related to the 10 Essential Public Health Services and core public health functions to address priority health needs or health status indicators selected by each local health department. Use of these funds may NOT supplant current state, federal or local funding.

To qualify for these funds, the Local Health Department must have a Permanent or Interim Health Director per NC GS § 130A-40. In addition, if that Health Director has never served in that role in North Carolina previously, that Health Director must participate in the *Orientation for New Local Health Directors* coordinated by the North Carolina Association of Local Health Directors. Additionally, the Local Health Department must be currently accredited by the North Carolina Local Health Department Accreditation Board.

**IV. Performance Measures / Reporting Requirements:**

**1. Performance Measures**

- a. **Measure #1:** The LHD shall invest this funding in specific health needs or health indicators including but not limited to the 10 Essential Public Health Services or core public health functions.
- b. **Measure #2:** The LHD shall identify the specific health needs or health status indicators selected for prioritization under this funding.
- c. **Measure #3:** The LHD shall identify the impact funding will have/had on the identified health needs or health status indicators selected for prioritization.

**2. Reporting Requirements**

By July 24, 2024, the LHD shall complete the following reports via the Smartsheet dashboard.<sup>2</sup>

<sup>2</sup> <https://app.smartsheet.com/b/publish?EQBCT=82018408e7b44ef9b44e113b6e536ffb>

- a. **Expenditures by Type Report:** LHD will provide funding expenditures by type for the annual reporting period.
  1. Personnel (Salaries, Fringe, Benefits, etc. Do not include contracted staff)
  2. Training and Education
  3. Travel and Mileage
  4. Medical Supplies
  5. Office/Administrative Supplies
  6. Contracted Services (included contracted staff)
  7. Other administrative costs (specify)
  8. Other (specify)
- b. **Prioritized Health Needs or Indicators and Statement of Impact Reports:** LHD will select one or more of the following health needs or indicators prioritized for the annual reporting period:
  1. Environmental Health
  2. Communicable Disease
  3. Maternal Health
  4. Child Health
  5. Chronic Disease
  6. Injury Prevention
  7. Access to or Linkage to Care
  8. Mental Health
  9. Behavioral Health
  10. Other health needs or indicators

**Statement of Impact:** LHD will provide a statement that demonstrates what impact these funds had on prioritized health needs or indicators.

**V. Performance Monitoring and Quality Assurance:**

The LTAT Branch will monitor performance by reviewing the annual Expenditures by Type Report, the Prioritized Health Needs or Indicators and Statement of Impact Reports. These financial and performance reports are provided by the LHD via the Smartsheet dashboard.

If the LHD seeks assistance in clarifying any part of this Agreement Addendum's requirements, LTAT Branch staff shall provide technical assistance upon request. If additional information is required, a phone conference will be conducted.

**VI. Funding Guidelines or Restrictions:**

1. Requirements for pass-through entities: In compliance with 2 CFR §200.331 – *Requirements for pass-through entities*, the Division of Public Health provides Federal Award Reporting Supplements to the Local Health Department receiving federally funded Agreement Addenda.
  - a. Definition: A Supplement discloses the required elements of a single federal award. Supplements address elements of federal funding sources only; state funding elements will not be included in the Supplement. Agreement Addenda (AAs) funded by more than one federal award will receive a disclosure Supplement for each federal award.

- b. Frequency: Supplements will be generated as the Division of Public Health receives information for federal grants. Supplements will be issued to the Local Health Department throughout the state fiscal year. For federally funded AAs, Supplements will accompany the original AA. If AAs are revised and if the revision affects federal funds, the AA Revisions will include Supplements. Supplements can also be sent to the Local Health Department even if no change is needed to the AA. In those instances, the Supplements will be sent to provide newly received federal grant information for funds already allocated in the existing AA.

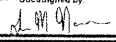



DPH-Aid-To-Counties

For Fiscal Year: 23/24

Budgetary Estimate Number : 0

Activity 121	AA	131204 2BTS190 2000400000	Total Allocated	Proposed Total	New Total
Service Period		07/01-05/31			
Payment Period		08/01-06/30			
01 Alamance	* 0	50,000	\$0.00	50,000	50,000
D1 Albemarle	* 0	50,000	\$0.00	50,000	50,000
02 Alexander	* 0	50,000	\$0.00	50,000	50,000
04 Anson	* 0	50,000	\$0.00	50,000	50,000
D2 Appalachian	* 0	50,000	\$0.00	50,000	50,000
07 Beaufort	* 0	50,000	\$0.00	50,000	50,000
09 Bladen	* 0	50,000	\$0.00	50,000	50,000
10 Brunswick	* 0	50,000	\$0.00	50,000	50,000
11 Buncombe	* 0	50,000	\$0.00	50,000	50,000
12 Burke	* 0	50,000	\$0.00	50,000	50,000
13 Cabarrus	* 0	50,000	\$0.00	50,000	50,000
14 Caldwell	* 0	50,000	\$0.00	50,000	50,000
16 Carteret	* 0	50,000	\$0.00	50,000	50,000
17 Caswell	* 0	50,000	\$0.00	50,000	50,000
18 Catawba	* 0	50,000	\$0.00	50,000	50,000
19 Chatham	* 0	50,000	\$0.00	50,000	50,000
20 Cherokee	* 0	50,000	\$0.00	50,000	50,000
22 Clay	* 0	50,000	\$0.00	50,000	50,000
23 Cleveland	* 0	50,000	\$0.00	50,000	50,000
24 Columbus	* 0	50,000	\$0.00	50,000	50,000
25 Craven	* 0	50,000	\$0.00	50,000	50,000
26 Cumberland	* 0	50,000	\$0.00	50,000	50,000
28 Dare	* 0	50,000	\$0.00	50,000	50,000
29 Davidson	* 0	50,000	\$0.00	50,000	50,000
30 Davie	* 0	50,000	\$0.00	50,000	50,000
31 Duplin	* 0	50,000	\$0.00	50,000	50,000
32 Durham	* 0	50,000	\$0.00	50,000	50,000
33 Edgecombe	* 0	50,000	\$0.00	50,000	50,000
D7 Foothills	* 0	50,000	\$0.00	50,000	50,000
34 Forsyth	* 0	50,000	\$0.00	50,000	50,000
35 Franklin	* 0	50,000	\$0.00	50,000	50,000
36 Gaston	* 0	50,000	\$0.00	50,000	50,000
38 Graham	* 0	50,000	\$0.00	50,000	50,000
D3 Gran-Vance	* 0	50,000	\$0.00	50,000	50,000
40 Greene	* 0	50,000	\$0.00	50,000	50,000
41 Guilford	* 0	50,000	\$0.00	50,000	50,000
42 Halifax	* 0	50,000	\$0.00	50,000	50,000
43 Harnett	* 0	50,000	\$0.00	50,000	50,000
44 Haywood	* 0	50,000	\$0.00	50,000	50,000
45 Henderson	* 0	50,000	\$0.00	50,000	50,000
47 Hoke	* 0	50,000	\$0.00	50,000	50,000
48 Hyde	* 0	50,000	\$0.00	50,000	50,000
49 Iredell	* 0	50,000	\$0.00	50,000	50,000
50 Jackson	* 0	50,000	\$0.00	50,000	50,000

51 Johnston	* 0	50,000	\$0.00	50,000	50,000
52 Jones	* 0	50,000	\$0.00	50,000	50,000
53 Lee	* 0	50,000	\$0.00	50,000	50,000
54 Lenoir	* 0	50,000	\$0.00	50,000	50,000
55 Lincoln	* 0	50,000	\$0.00	50,000	50,000
56 Macon	* 0	50,000	\$0.00	50,000	50,000
57 Madison	* 0	50,000	\$0.00	50,000	50,000
D4 M-T-W	* 0	50,000	\$0.00	50,000	50,000
60 Mecklenburg	* 0	50,000	\$0.00	50,000	50,000
62 Montgomery	* 0	50,000	\$0.00	50,000	50,000
63 Moore	* 0	50,000	\$0.00	50,000	50,000
64 Nash	* 0	50,000	\$0.00	50,000	50,000
65 New Hanover	* 0	50,000	\$0.00	50,000	50,000
66 Northampton	* 0	50,000	\$0.00	50,000	50,000
67 Onslow	* 0	50,000	\$0.00	50,000	50,000
68 Orange	* 0	50,000	\$0.00	50,000	50,000
69 Pamlico	* 0	50,000	\$0.00	50,000	50,000
71 Pender	* 0	50,000	\$0.00	50,000	50,000
73 Person	* 0	50,000	\$0.00	50,000	50,000
74 Pitt	* 0	50,000	\$0.00	50,000	50,000
75 Polk	* 0	50,000	\$0.00	50,000	50,000
76 Randolph	* 0	50,000	\$0.00	50,000	50,000
77 Richmond	* 0	50,000	\$0.00	50,000	50,000
78 Robeson	* 0	50,000	\$0.00	50,000	50,000
79 Rockingham	* 0	50,000	\$0.00	50,000	50,000
80 Rowan	* 0	50,000	\$0.00	50,000	50,000
82 Sampson	* 0	50,000	\$0.00	50,000	50,000
83 Scotland	* 0	50,000	\$0.00	50,000	50,000
84 Stanly	* 0	50,000	\$0.00	50,000	50,000
85 Stokes	* 0	50,000	\$0.00	50,000	50,000
86 Surry	* 0	50,000	\$0.00	50,000	50,000
87 Swain	* 0	50,000	\$0.00	50,000	50,000
D6 Toe River	* 0	50,000	\$0.00	50,000	50,000
88 Transylvania	* 0	50,000	\$0.00	50,000	50,000
90 Union	* 0	50,000	\$0.00	50,000	50,000
92 Wake	* 0	50,000	\$0.00	50,000	50,000
93 Warren	* 0	50,000	\$0.00	50,000	50,000
96 Wayne	* 0	50,000	\$0.00	50,000	50,000
97 Wilkes	* 0	50,000	\$0.00	50,000	50,000
98 Wilson	* 0	50,000	\$0.00	50,000	50,000
99 Yadkin	* 0	50,000	\$0.00	50,000	50,000
00 Yancey	* 0	50,000	\$0.00	50,000	50,000
Totals		4,300,000	0	4,300,000	4,300,000

Sign and Date - DPH Program Administrator DocuSigned by: signed on behalf of Susan Little by  Lindsay Novacek 03/06/2024	Sign and Date - DPH Section Chief DocuSigned by:  mmaunders 03/07/2024
Sign and Date - DPH Budget Office - ATC Coordinator  Sam Hadden 3/7/2024	Sign and Date - DPH Budget Officer  S. Hadden 3/7/2024

SH 3/7/2024

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title \_\_\_\_\_ Health  
Department Head's Signature \_\_\_\_\_ Tracey Simmons - Kornegay / Billie Jo Dunn  
(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:**

additional state money receive - 121 ARPA TSF Public Health Services

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-35195	ARPA TSF PH Services	50,000.00	5193-41990	Professional Services	50,000.00
Total		50,000.00	Total		50,000.00

Finance Signature \_\_\_\_\_

Date Approved: \_\_\_\_\_

Manager Signature \_\_\_\_\_

Date Approved: \_\_\_\_\_

Commissioner Approval \_\_\_\_\_

Date Approved: \_\_\_\_\_

3/11/2024

## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

Name / Department: Transportation	Meeting Date: March 18, 2024
Subject: FY25 FTA Certifications & Assurances	
Summary, explanation and background: FY25 FTA Certifications & Assurances are required for any federal FTA funding received through grants.	
Requested Action: Chairperson & County Attorney Signature	
Budget impact for this fiscal year: (Funds available, allocation needed, etc) Required for FY25 federal grants	
Budget impact for subsequent years: (Funds available, allocation needed, etc.) none	
Time needed to explain to Commissioners: CONSENT AGENDA ONLY	
Attachments: FY25 FTA Certifications & Assurances Package	
Instructions for what to do with attachments once approved: Original copy with signatures returned to Transportation	

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

(Required of all Applicants)  
**CERTIFICATION AND RESTRICTIONS ON LOBBYING**

I, Dexter Edwards, on behalf of  
*Name of Authorized Official*

Duplin County Board of County Commissioners,  
*Legal Name of Applicant*

Hereby certifies that:

No Federal/State appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal/State agency, a Member of Congress or State Legislature, an employee of a member of Congress or State Legislature, or an officer or employee of Congress or State Legislature in connection with the awarding of any Federal/State contract, the making of any Federal/State grant, the making of any Federal/State loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal/State contract, grant, loan, or cooperative agreement.

If any funds other than Federal/State appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any Federal/State agency, a Member of Congress or State Legislature, an employee of a member of Congress or State Legislature, or an officer or employee of Congress or State Legislature in connection with the Federal/State contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

*This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.*

*The undersigned certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of 31 U.S.C. Section 3801, et seq., are applicable thereto.*

\_\_\_\_\_  
*Signature of Authorized Official*

Seal Subscribed and sworn to me  
(date) \_\_\_\_\_

\_\_\_\_\_  
*Notary Public*

\_\_\_\_\_  
*Printed Name and Address*

My commission expires  
(date) \_\_\_\_\_

***Affix Notary Seal Here***



(Required of all Applicants that plan to procure inaccessible vehicles or have them in their fleet)

**CERTIFICATION OF EQUIVALENT SERVICE**

**Duplin County** (*Legal Name of Applicant*) certifies that its demand responsive service offered to individuals with disabilities as defined in 49 CFR 37.3), including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to:

- 1) Response time;
- 2) Fares;
- 3) Geographic service area;
- 4) Hours and days of service;
- 5) Restrictions or priorities based on trip purpose;
- 6) Availability of information and reservation capability; and
- 7) Constraints on capacity or service availability.

In accordance with 49 CFR 37.77, public funded entities operating demand responsive systems for the general public which receive financial assistance under section 18 of the Federal Transit Act must file this certification with the appropriate state program office before procuring any inaccessible vehicle. NCDOT also requires state funded entities that do not receive Federal Transit Administration (FTA) funds to file this certification as well. **This certification is valid for no longer than one year from its date of filing.**

The NCDOT Public Transportation Division requires all participants to certify equivalent service when requesting to purchase non-ADA accessible vehicles. By signing this certification, the above-named agency is certifying that it has a mechanism in place to provide rides to individuals with disabilities. The ride must be provided in a manner equivalent to the service provided by the above-named agency to individuals without disabilities. Verification must include the attached form entitled *Measuring and Monitoring Equivalency for a General Public Demand Responsive Transportation Service*.

\_\_\_\_\_  
*Signature of Authorized Official*

Seal Subscribed and sworn to me  
(date) \_\_\_\_\_

\_\_\_\_\_  
*Notary Public*

\_\_\_\_\_  
*Printed Name and Address*

My commission expires  
(date) \_\_\_\_\_

.....  
Affix Notary Seal Here  
.....

**Measuring and Monitoring Equivalency for a  
General Public Demand Responsive Transportation Service**

<b>Criteria/Requirement</b>	<b>Data and Analysis to Ensure Equivalency</b>
Service Area	Duplin County. Other counties as requested/approved; New Hanover, Pender, Onslow, Pitt, Lenoir, Sampson, Cumberland, Wayne, Johnston, Wake, Durham, Orange, Harnett
Response Time	Same for everyone
Fares	No fare are being collected
Days and Hours	Monday through Friday 5:00am-5:00pm Same for everyone
Trip Purposes	Medical, employment, general public rides, shopping, education, nutrition sites, outreach Same for everyone
Capacity Constraints:	<b>Same for Everyone</b>
Trip Denials	Same for Everyone
Trip Caps	Same for Everyone
Waiting Lists	Same for Everyone
Missed Trips	Same for Everyone
On-Time Performance	Same for Everyone
Travel Time	1.5 hours maximum for in-county. Same for everyone

**Comparison of ADA Regulatory Requirements for General Public Demand Responsive Services versus ADA Complementary Paratransit Services**

<b>Criteria/Requirement</b>	<b>General Public Demand Responsive Transportation Services (Equivalency)</b>	<b>ADA Complementary Paratransit Services (Comparable to Fixed Route)</b>
Type of Service (DTD v CTC)	Whatever policy you set. Same for everyone.	Origin-to-destination
Service Area	Same as everyone else	¾ of a mile of all non-commuter fixed routes
Response Time	Same as everyone else	Next-day service
Fares	Same for all	2 times base fixed route fare
Days and Hours	Same for all	All the fixed route hours
Trip Purpose	Can set policy ; same for all	All trip purposes; no priorities
Capacity Constraints	Same for all	No capacity constraints
Information and Communication Access	Provide accessible information and communications	Provide accessible information and communications

# FY 2025 Special Section 5333 (b) Warranty

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## **Special Section 5333(b) Warranty For Application to the Nonurbanized Area Formula Program**

The following language shall be made part of the contract of assistance with the State or other public body charged with allocation and administration of funds provided under the Community Transportation Program (CTP):

### **A. General Application**

The Public Body (The North Carolina Department of Transportation) agrees that the terms and conditions of this warranty, as set forth below, shall apply for the protection of the transportation related employees of any employer providing transportation services assisted by the project,

Duplin County

(Legal Name of Applicant) and the transportation related employees of any other surface public transportation providers in the transportation service area of the project.

The Public Body shall provide to the U. S. Department of Labor and maintain at all times during the Project an accurate, up-to-date listing of all existing transportation providers which are eligible Recipients of transportation assistance funded by the Project, in the transportation service area of the Project, and any labor organizations representing the employees of such providers.

Certification by the Public Body to the U. S. Department of Labor that the designated Recipients have indicated in writing acceptance of the terms and conditions of the warranty arrangement will be sufficient to permit the flow of CTP funding in the absence of a finding of noncompliance by the Department of Labor.

### **B. Standard Terms and Conditions**

(1) The Project shall be carried out in such a manner and upon such terms and conditions as will not adversely affect employees of the Recipient and of any other surface public transportation provider in the transportation service area of the Project. It shall be an obligation of the Recipient to assure that any and all transportation services assisted by the Project are contracted for and operated in such a manner that they do not impair the rights and interests of affected employees. The term "Project," as used herein, shall not be limited to the particular facility, service, or operation assisted by Federal funds, but shall include any changes, whether organizational, operational, technological, or otherwise, which are a result of the assistance provided. The phrase "as a result of the Project," shall, when used in this arrangement, include events related to the Project occurring in anticipation of, during, and subsequent to the Project and any program of efficiencies or economies related thereto; provided, however, that volume rises and falls of business, or changes in volume and character of employment brought about solely by causes other than the Project (including

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any economies or efficiencies unrelated to the Project) are not within the purview of this arrangement.

An employee covered by this arrangement, who is not dismissed, displaced or otherwise worsened in his/her position with regard to employment as a result of the Project, but who is dismissed, displaced or otherwise worsened solely because of the total or partial termination of the Project or exhaustion of Project funding shall not be deemed eligible for a dismissal or displacement allowance within the meaning of paragraphs (6) and (7) of this arrangement.

(2) Where employees of a Recipient are represented for collective bargaining purposes, all Project services provided by that Recipient shall be provided under and in accordance with any collective bargaining agreement applicable to such employees which is then in effect. This Arrangement does not create any collective bargaining relationship where one does not already exist or between any Recipient and the employees of another employer. Where the Recipient has no collective bargaining relationship with the Unions representing employees in the service area, the Recipient will not take any action which impairs or interferes with the rights, privileges, and benefits and/or the preservation or continuation of the collective bargaining rights of such employees.

(3) All rights, privileges, and benefits (including pension rights and benefits) of employees covered by this arrangement (including employees having already retired) under existing collective bargaining agreements or otherwise, or under any revision or renewal thereof, shall be preserved and continued; provided, however, that such rights, privileges and benefits which are not foreclosed from further bargaining under applicable law or contract may be modified by collective bargaining and agreement by the Recipient and the Union involved to substitute other rights, privileges and benefits. Unless otherwise provided, nothing in this arrangement shall be deemed to restrict any rights the Recipient may otherwise have to direct the working forces and manage its business as it deemed best, in accordance with the applicable collective bargaining agreement.

(4) The collective bargaining rights of employees covered by this arrangement, including the right to arbitrate labor disputes and to maintain union security and checkoff arrangements, as provided by applicable laws, policies and/or existing collective bargaining agreements, shall be preserved and continued. Provided, however, that this provision shall not be interpreted so as to require the Recipient to retain any such rights which exist by virtue of a collective bargaining agreement after such agreement is no longer in effect.

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The Recipient agrees that it will bargain collectively with the Union or otherwise arrange for the continuation of collective bargaining, and that it will enter into agreements with the Union or arrange for such agreements to be entered into, relative to all subjects which are or may be proper subjects of collective bargaining. If, at any time, applicable law or contracts permit or grant to employees covered by this arrangement the right to utilize any economic measures, nothing in this arrangement shall be deemed to foreclose the exercise of such right.

(5)(a) The Recipient shall provide to all affected employees sixty (60) days' notice of intended actions which may result in displacements or dismissals or rearrangements of the working forces as a result of the Project. In the case of employees represented by a Union, such notice shall be provided by certified mail through their representatives. The notice shall contain a full and adequate statement of the proposed changes, and an estimate of the number of employees affected by the intended changes, and the number and classifications of any jobs within the jurisdiction and control of the Recipient, including those in the employment of any entity bound by this arrangement pursuant to paragraph (21), available to be filled by such affected employees.

(5)(b) The procedures of this subparagraph shall apply to cases where notices involve employees represented by a Union for collective bargaining purposes. At the request of either the Recipient or the representatives of such employees, negotiations for the purposes of reaching agreement with respect to the application of the terms and conditions of this arrangement shall commence immediately. These negotiations shall include determining the selection of forces from among the mass transportation employees who may be affected as a result of the Project, to establish which such employees shall be offered employment for which they are qualified or can be trained. If no agreement is reached within twenty (20) days from the commencement of negotiations, any party to the dispute may submit the matter to dispute settlement procedures in accordance with paragraph (15) of this arrangement. Unless the parties otherwise mutually agree in writing, no change in operations, services, facilities or equipment within the purview of this paragraph (5) shall occur until after either: 1) an agreement with respect to the application of the terms and conditions of this arrangement to the intended change(s) is reached; 2) the decision of the arbitrator has been rendered pursuant to this subparagraph (b); or 3) an arbitrator selected pursuant to Paragraph (15) of this arrangement determines that the intended change(s) may be instituted prior to the finalization of implementing arrangements.

(5)(c) In the event of a dispute as to whether an intended change within the purview of this paragraph (5) may be instituted at the end of the 60-day notice period and before an implementing agreement is reached or a final arbitration decision is rendered pursuant to subparagraph (b), any involved party may immediately submit that issue to arbitration under paragraph (15) of this arrangement. In any such arbitration, the arbitrator shall rely upon the standards and criteria utilized by the Surface Transportation Board (and its predecessor agency, the Interstate Commerce Commission) to address the "preconsummation" issue in cases involving employee protections pursuant to 49 U.S.C. Section 11326 (or its



predecessor, Section 5(2)(f) of the Interstate Commerce Act, as amended). If the Recipient demonstrates, as a threshold matter in any such arbitration, that the intended action is a trackage rights, lease proceeding or similar transaction, and not a merger, acquisition, consolidation, or other similar transaction, the burden shall then shift to the involved labor organization(s) to prove that under the standards and criteria referenced above, the intended action should not be permitted to be instituted prior to the effective date of a negotiated or arbitrated implementing agreement. If the Recipient fails to demonstrate that the intended action is a trackage rights, lease proceeding, or similar transaction, it shall be the burden of the Recipient to prove that under the standards and criteria referenced above, the intended action should be permitted to be instituted prior to the effective date of a negotiated or arbitrated implementing agreement. For purposes of any such arbitration, the time period within which the parties are to respond to the list of potential arbitrators submitted by the American Arbitration Association Service shall be five (5) days, the notice of hearing may be given orally or by facsimile, the hearing will be held promptly, the award of the arbitrator shall be rendered promptly and, unless otherwise agreed to by the parties, no later than fourteen (14) days from the date of closing the hearings, with five (5) additional days for mailing if posthearing briefs are requested by either party. The intended change shall not be instituted during the pendency of any arbitration proceedings under this subparagraph (c).

(5)(d) If an intended change within the purview of this paragraph (5) is instituted before an implementing agreement is reached or a final arbitration decision is rendered pursuant to subparagraph (b), all employees affected shall be kept financially whole, as if the noticed and implemented action has not taken place, from the time they are affected until the effective date of an implementing agreement or final arbitration decision. This protection shall be in addition to the protective period defined in paragraph (14) of this arrangement, which period shall begin on the effective date of the implementing agreement or final arbitration decision rendered pursuant to subparagraph (b).

An employee selecting, bidding on, or hired to fill any position established as a result of a noticed and implemented action prior to the consummation of an implementing agreement or final arbitration decision shall accumulate no benefits under this arrangement as a result thereof during that period prior to the consummation of an implementing agreement or final arbitration decision pursuant to subparagraph (b).

(6)(a) Whenever an employee, retained in service, recalled to service, or employed by the Recipient pursuant to paragraphs (5), (7)(e), or (18) hereof is placed in a worse position with respect to compensation as a result of the Project, the employee shall be considered a "displaced employee", and shall be paid a monthly "displacement allowance" to be determined in accordance with this paragraph. Said displacement allowance shall be paid each displaced employee during the protective period so long as the employee is unable, in the exercise of his/her seniority rights, to obtain a position producing compensation equal to or exceeding the compensation the employee received in the position from which the

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employee was displaced, adjusted to reflect subsequent general wage adjustments, including cost of living adjustments where provided for.

(6)(b) The displacement allowance shall be a monthly allowance determined by computing the total compensation received by the employee, including vacation allowances and monthly compensation guarantees, and his/her total time paid for during the last twelve (12) months in which the employee performed compensated service more than fifty per centum of each such months, based upon the employee's normal work schedule, immediately preceding the date of his/her displacement as a result of the Project, and by dividing separately the total compensation and the total time paid for by twelve, thereby producing the average monthly compensation and the average monthly time paid for. Such allowance shall be adjusted to reflect subsequent general wage adjustments, including cost of living adjustments where provided for. If the displaced employee's compensation in his/her current position is less in any month during his/her protective period than the aforesaid average compensation (adjusted to reflect subsequent general wage adjustments, including cost of living adjustments where provided for), the employee shall be paid the difference, less compensation for any time lost on account of voluntary absences to the extent that the employee is not available for service equivalent to his/her average monthly time, but the employee shall be compensated in addition thereto at the rate of the current position for any time worked in excess of the average monthly time paid for. If a displaced employee fails to exercise his/her seniority rights to secure another position to which the employee is entitled under the then existing collective bargaining agreement, and which carries a wage rate and compensation exceeding that of the position which the employee elects to retain, the employee shall thereafter be treated, for the purposes of this paragraph, as occupying the position the employee elects to decline.

(6)(c) The displacement allowance shall cease prior to the expiration of the protective period in the event of the displaced employee's resignation, death, retirement, or dismissal for cause in accordance with any labor agreement applicable to his/her employment.

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(7)(a) Whenever any employee is laid off or otherwise deprived of employment as a result of the Project, in accordance with any collective bargaining agreement applicable to his/her employment, the employee shall be considered a "dismissed employee" and shall be paid a monthly dismissal allowance to be determined in accordance with this paragraph. Said dismissal allowance shall first be paid each dismissed employee on the thirtieth (30th) day following the day on which the employee is "dismissed" and shall continue during the protective period, as follow:

Employee's length of Service prior to adverse effect	Period of protection
1 day to 6 years	equivalent period
6 years or more	6 years

The monthly dismissal allowance shall be equivalent to one-twelfth (1/12th) of the total compensation received by the employee in the last twelve (12) months of his/her employment in which the employee performed compensation service more than fifty per centum of each such month based on the employee's normal work schedule to the date on which the employee was first deprived of employment as a result of the Project. Such allowance shall be adjusted to reflect subsequent general wage adjustments, including cost of living adjustments where provided for.

(7)(b) An employee shall be regarded as deprived of employment and entitled to a dismissal allowance when the position the employee holds is abolished as a result of the Project, or when the position the employee holds is not abolished but the employee loses that position as a result of the exercise of seniority rights by an employee whose position is abolished as a result of the Project or as a result of the exercise of seniority rights by other employees brought about as a result of the Project, and the employee is unable to obtain another position, either by the exercise of the employee's seniority rights, or through the Recipient, in accordance with subparagraph (e). In the absence of proper notice followed by an agreement or decision pursuant to paragraph (5) hereof, no employee who has been deprived of employment as a result of the Project shall be required to exercise his/her seniority rights to secure another position in order to qualify for a dismissal allowance hereunder.

(7)(c) Each employee receiving a dismissal allowance shall keep the Recipient informed as to his/her current address and the current name and address of any other person by whom the employee may be regularly employed, or if the employee is self-employed.

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(7)(d) The dismissal allowance shall be paid to the regularly assigned incumbent of the position abolished. If the position of an employee is abolished when the employee is absent from service, the employee will be entitled to the dismissal allowance when the employee is available for service. The employee temporarily filling said position at the time it was abolished will be given a dismissal allowance on the basis of that position, until the regular employee is available for service, and thereafter shall revert to the employee's previous status and will be given the protections of the agreement in said position, if any are due him/her.

(7)(e) An employee receiving a dismissal allowance shall be subject to call to return to service by the employee's former employer; notification shall be in accordance with the terms of the then-existing collective bargaining agreement if the employee is represented by a union. Prior to such call to return to work by his/her employer, the employee may be required by the Recipient to accept reasonably comparable employment for which the employee is physically and mentally qualified, or for which the employee can become qualified after a reasonable training or retraining period, provided it does not require a change in residence or infringe upon the employment rights of other employees under then-existing collective bargaining agreements.

(7)(f) When an employee who is receiving a dismissal allowance again commences employment in accordance with subparagraph (e) above, said allowance shall cease while the employee is so reemployed, and the period of time during which the employee is so reemployed shall be deducted from the total period for which the employee is entitled to receive a dismissal allowance. During the time of such reemployment, the employee shall be entitled to the protections of this arrangement to the extent they are applicable.

(7)(g) The dismissal allowance of any employee who is otherwise employed shall be reduced to the extent that the employee's combined monthly earnings from such other employment or self-employment, any benefits received from any unemployment insurance law, and his/her dismissal allowance exceed the amount upon which the employee's dismissal allowance is based. Such employee, or his/her union representative, and the Recipient shall agree upon a procedure by which the Recipient shall be kept currently informed of the earnings of such employee in employment other than with the employee's former employer, including self-employment, and the benefits received.

(7)(h) The dismissal allowance shall cease prior to the expiration of the protective period in the event of the failure of the employee without good cause to return to service in accordance with the applicable labor agreement, or to accept employment as provided under subparagraph (e) above, or in the event of the employee's resignation, death, retirement, or dismissal for cause in accordance with any labor agreement applicable to his/her employment.

(7)(i) A dismissed employee receiving a dismissal allowance shall actively seek and not refuse other reasonably comparable employment offered him/her for which the employee is

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physically and mentally qualified and does not require a change in the employee's place of residence. Failure of the dismissed employee to comply with this obligation shall be grounds for discontinuance of the employee's allowance; provided that said dismissal allowance shall not be discontinued until final determination is made either by agreement between the Recipient and the employee or his/her representative, or by final arbitration decision rendered in accordance with paragraph (15) of this arrangement that such employee did not comply with this obligation.

(8) In determining length of service of a displaced or dismissed employee for purposes of this arrangement, such employee shall be given full-service credits in accordance with the records and labor agreements applicable to him/her and the employee shall be given additional service credits for each month in which the employee receives a dismissal or displacement allowance as if the employee were continuing to perform services in his/her former position.

(9) No employee shall be entitled to either a displacement or dismissal allowance under paragraphs (6) or (7) hereof because of the abolishment of a position to which, at some future time, the employee could have bid, been transferred, or promoted.

(10) No employee receiving a dismissal or displacement allowance shall be deprived, during the employee's protected period, of any rights, privileges, or benefits attaching to his/her employment, including, without limitation, group life insurance, hospitalization and medical care, free transportation for the employee and the employee's family, sick leave, continued status and participation under any disability or retirement program, and such other employee benefits as Railroad Retirement, Social Security, Workmen's Compensation, and unemployment compensation, as well as any other benefits to which the employee may be entitled under the same conditions and so long as such benefits continue to be accorded to other employees of the bargaining unit, in active service or furloughed as the case may be.

(11)(a) Any employee covered by this arrangement who is retained in the service of his/her employer, or who is later restored to service after being entitled to receive a dismissal allowance, and who is required to change the point of his/her employment in order to retain or secure active employment with the Recipient in accordance with this arrangement, and who is required to move his/her place of residence, shall be reimbursed for all expenses of moving his/her household and other personal effects, for the traveling expenses for the employee and members of the employee's immediate family, including living expenses for the employee and the employee's immediate family, and for his/her own actual wage loss during the time necessary for such transfer and for a reasonable time thereafter, not to exceed five (5) working days. The exact extent of the responsibility of the Recipient under this paragraph, and the ways and means of transportation, shall be agreed upon in advance between the Recipient and the affected employee or the employee's representatives.

(11)(b) If any such employee is laid off within three (3) years after changing his/her point of employment in accordance with paragraph (a) hereof, and elects to move his/her place of

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residence back to the original point of employment, the Recipient shall assume the expenses, losses and costs of moving to the same extent provided in subparagraph (a) of this paragraph (11) and paragraph (12)(a) hereof.

(11)(c) No claim for reimbursement shall be paid under the provisions of this paragraph unless such claim is presented to the Recipient in writing within ninety (90) days after the date on which the expenses were incurred.

(11)(d) Except as otherwise provided in subparagraph (b), changes in place of residence, subsequent to the initial changes as a result of the Project, which are not a result of the Project but grow out of the normal exercise of seniority rights, shall not be considered within the purview of this paragraph.

(12)(a) The following conditions shall apply to the extent they are applicable in each instance to any employee who is retained in the service of the employer (or who is later restored to service after being entitled to receive a dismissal allowance), who is required to change the point of his/her employment as a result of the Project and is thereby required to move his/her place of residence.

If the employee owns his/her own home in the locality from which the employee is required to move, the employee shall, at the employee's option, be reimbursed by the Recipient for any loss suffered in the sale of the employee's home for less than its fair market value, plus conventional fees and closing costs, such loss to be paid within thirty (30) days of settlement or closing on the sale of the home. In each case, the fair market value of the home in question shall be determined, as of a date sufficiently prior to the date of the Project, so as to be unaffected thereby. The Recipient shall, in each instance, be afforded an opportunity to purchase the home at such fair market value before it is sold by the employee to any other person and to reimburse the seller for his/her conventional fees and closing costs.

If the employee is under a contract to purchase his/her home, the Recipient shall protect the employee against loss under such contract, and in addition, shall relieve the employee from any further obligation thereunder.

If the employee holds an unexpired lease of a dwelling occupied as the employee's home, the Recipient shall protect the employee from all loss and cost in securing the cancellation of said lease.

(12)(b) No claim for loss shall be paid under the provisions of this paragraph unless such claim is presented to the Recipient in writing within one year after the effective date of the change in residence.

(12)(c) Should a controversy arise in respect to the value of the home, the loss sustained in its sale, the loss under a contract for purchase, loss and cost in securing termination of a lease, or any other question in connection with these matters, it shall be decided through a



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joint conference between the employee, or his/her union, and the Recipient. In the event they are unable to agree, the dispute or controversy may be referred by the Recipient or the union to a board of competent real estate appraisers selected in the following manner: one (1) to be selected by the representatives of the employee, and one (1) by the Recipient, and these two, if unable to agree within thirty (30) days upon the valuation, shall endeavor by agreement with ten (10) days thereafter to select a third appraiser or to agree to a method by which a third appraiser shall be selected, and failing such agreement, either party may request the State and local Board of Real Estate Commissioners to designate within ten (10) days a third appraiser, whose designation will be binding upon the parties and whose jurisdiction shall be limited to determination of the issues raised in this paragraph only. A decision of a majority of the appraisers shall be required and said decision shall be final, binding, and conclusive. The compensation and expenses of the neutral appraiser including expenses of the appraisal board, shall be borne equally by the parties to the proceedings. All other expenses shall be paid by the party incurring them, including the compensation of the appraiser selected by such party.

(12)(d) Except as otherwise provided in paragraph (11)(b) hereof, changes in place of residence, subsequent to the initial changes as a result of the Project, which are not a result of the Project but grow out of the normal exercise of seniority rights, shall not be considered within the purview of this paragraph.

(12)(e) "Change in residence" means transfer to a work location which is either (A) outside a radius of twenty (20) miles of the employee's former work location and farther from the employee's residence than was his/her former work location, or (B) is more than thirty (30) normal highway route miles from the employee's residence and also farther from his/her residence than was the employee's former work location.

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(13)(a) A dismissed employee entitled to protection under this arrangement may, at the employee's option within twenty-one (21) days of his/her dismissal, resign and (in lieu of all other benefits and protections provided in this arrangement) accept a lump sum payment computed in accordance with section (9) of the Washington Job Protection Agreement of May 1936:

Length of Service	Separation Allowance
1 year and less than 2 years	3 months' pay
2 years and less than 3 years	6 months' pay
3 years and less than 5 years	9 months' pay
5 years and less than 10 years	12 months' pay
10 years and less than 15 years	12 months' pay
15 years and over	12 months' pay

In the case of an employee with less than one year's service, five days' pay, computed by multiplying by 5 the normal daily earnings (including regularly scheduled overtime, but excluding other overtime payments) received by the employee in the position last occupied, for each month in which the employee performed service, will be paid as the lump sum.

Length of service shall be computed as provided in Section 7(b) of the Washington Job Protection Agreement, as follows:

For the purposes of this arrangement, the length of service of the employee shall be determined from the date the employee last acquired an employment status with the employing carrier and the employee shall be given credit for one month's service for each month in which the employee performed any service (in any capacity whatsoever) and twelve (12) such months shall be credited as one year's service. The employment status of an employee shall not be interrupted by furlough in instances where the employee has a right to and does return to service when called. In determining length of service of an employee acting as an officer or other official representative of an employee organization, the employee will be given credit for performing service while so engaged on leave of absence from the service of a carrier.

(13)(b) One month's pay shall be computed by multiplying by 30 the normal daily earnings (including regularly scheduled overtime but excluding other overtime payments) received by the employee in the position last occupied prior to time of the employee's dismissal as a result of the Project.

(14) Whenever used herein, unless the context requires otherwise, the term "protective period" means that period of time during which a displaced or dismissed employee is to be provided protection hereunder and extends from the date on which an employee is displaced or dismissed to the expiration of six (6) years therefrom, provided, however, that the protective period for any particular employee during which the employee is entitled to receive the benefits of these provisions shall not continue for a longer period following the

date the employee was displaced or dismissed than the employee's length of service, as shown by the records and labor agreements applicable to his/her employment prior to the date of the employee's displacement or dismissal.

(15)(a) In the event that employee(s) are represented by a Union, any dispute, claim, or grievance arising from or relating to the interpretation, application or enforcement of the provisions of this arrangement, not otherwise governed by paragraph 12(c), the Labor-Management Relations Act, as amended, the Railway Labor Act, as amended, or by impasse resolution provisions in a collective bargaining or protective arrangement involving the Recipient and the Union, which cannot be settled by the parties thereto within thirty (30) days after the dispute or controversy arises, may be referred by any such party to any final and binding disputes settlement procedure acceptable to the parties. In the event they cannot agree upon such procedure, the dispute, claim, or grievance may be submitted at the written request of the Recipient or the Union to final and binding arbitration. Should the parties be unable to agree upon the selection of a neutral arbitrator within ten (10) days, any party may request the American Arbitration Association to furnish, from among arbitrators who are then available to serve, five (5) arbitrators from which a neutral arbitrator shall be selected. The parties shall, within five (5) days after the receipt of such list, determine by lot the order of elimination and thereafter each shall, in that order, alternately eliminate one name until only one name remains. The remaining person on the list shall be the neutral arbitrator. Unless otherwise provided, in the case of arbitration proceedings, under paragraph (5) of this arrangement, the arbitration shall commence within fifteen (15) days after selection or appointment of the neutral arbitrator, and the decision shall be rendered within forty-five (45) days after the hearing of the dispute has been concluded and the record closed. The decision shall be final and binding. All the conditions of the arrangement shall continue to be effective during the arbitration proceedings.

(15)(b) The compensation and expenses of the neutral arbitrator, and any other jointly incurred expenses, shall be borne equally by the Union(s) and Recipient, and all other expenses shall be paid by the party incurring them.

(15)(c) In the event that employee(s) are not represented by a Union, any dispute, claim, or grievance arising from or relating to the interpretation, application or enforcement of the provisions of this arrangement which cannot be settled by the Recipient and the employee(s) within thirty (30) days after the dispute or controversy arises, may be referred by any such party to any final and binding dispute settlement procedure acceptable to the parties, or in the event the parties cannot agree upon such a procedure, the dispute or controversy may be referred to the Secretary of Labor for a final and binding determination.

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(15)(d) In the event of any dispute as to whether or not a particular employee was affected by the Project, it shall be the obligation of the employee or the representative of the employee to identify the Project and specify the pertinent facts of the Project relied upon. It shall then be the burden of the Recipient to prove that factors other than the Project affected the employee. The claiming employee shall prevail if it is established that the Project had an effect upon the employee even if other factors may also have affected the employee. (See Hodgson's Affidavit in Civil Action No. 825-71).

(16) The Recipient will be financially responsible for the application of these conditions and will make the necessary arrangements so that any employee covered by this arrangement may file a written claim of its violation, through the Union, or directly if the employee is outside the bargaining unit, with the Recipient within sixty (60) days of the date the employee is terminated or laid off as a result of the Project, or within eighteen (18) months of the date the employee's position with respect to his/her employment is otherwise worsened as a result of the Project. In the latter case, if the events giving rise to the claim have occurred over an extended period, the 18-month limitation shall be measured from the last such event. No benefits shall be payable for any period prior to six (6) months from the date of the filing of any claim. Unless such claims are filed with the Recipient within said time limitations, the Recipient shall thereafter be relieved of all liabilities and obligations related to the claim.

The Recipient will fully honor the claim, making appropriate payments, or will give notice to the claimant or his/her representative of the basis for denying or modifying such claim, giving reasons, therefore. If the Recipient fails to honor such claim, the Union or non-bargaining unit employee may invoke the following procedures for further joint investigation of the claim by giving notice in writing. Within ten (10) days from the receipt of such notice, the parties shall exchange such factual material as may be requested of them relevant to the disposition of the claim and shall jointly take such steps as may be necessary or desirable to obtain from any third party such additional factual materials as may be relevant. In the event the Recipient rejects the claim, the claim may be processed to arbitration as hereinabove provided by paragraph (15).

(17) Nothing in this arrangement shall be construed as depriving any employee of any rights or benefits which such employee may have under existing employment or collective bargaining agreements or otherwise; provided that there shall be no duplication of benefits to any employee, and, provided further, that any benefit under this arrangement shall be construed to include the conditions, responsibilities, and obligations accompanying such benefit. This arrangement shall not be deemed a waiver of any rights of any Union or of any represented employee derived from any other agreement or provision of federal, state or local law.

## FY 2025 Special Section 5333 (b) Warranty

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(18) During the employee's protective period, a dismissed employee shall, if the employee so requests, in writing, be granted priority of employment or reemployment to fill any vacant position within the jurisdiction and control of the Recipient reasonably comparable to that which the employee held when dismissed, including those in the employment of any entity bound by this arrangement pursuant to paragraph (21) herein, for which the employee is, or by training or retraining can become, qualified; not, however, in contravention of collective bargaining agreements related thereto. In the event such employee requests such training or re-training to fill such vacant position, the Recipient shall provide for such training or re-training at no cost to the employee. The employee shall be paid the salary or hourly rate provided for in the applicable collective bargaining agreement or otherwise established in personnel policies or practices for such position, plus any displacement allowance to which the employee may be otherwise entitled. If such dismissed employee who has made such request fails, without good cause, within ten (10) days to accept an offer of a position comparable to that which the employee held when dismissed for which the employee is qualified, or for which the employee has satisfactorily completed such training, the employee shall, effective at the expiration of such ten-day period, forfeit all rights and benefits under this arrangement.

As between employees who request employment pursuant to this paragraph, the following order where applicable shall prevail in hiring such employees:

(a) Employees in the craft or class of the vacancy shall be given priority over employees without seniority in such craft or class;

(b) As between employees having seniority in the craft or class of the vacancy, the senior employees, based upon their service in that craft or class, as shown on the appropriate seniority roster, shall prevail over junior employees;

(c) As between employees not having seniority in the craft or class of the vacancy, the senior employees, based upon their service in the crafts or classes in which they do have seniority as shown on the appropriate seniority rosters, shall prevail over junior employees.

(19) The Recipient will post, in a prominent and accessible place, a notice stating that the Recipient has received federal assistance under the Federal Transit statute and has agreed to comply with the provisions of 49 U.S.C., Section 5333(b). This notice shall also specify the terms and conditions set forth herein for the protection of employees. The Recipient shall maintain and keep on file all relevant books and records in sufficient detail as to provide the basic information necessary to the proper application, administration, and enforcement of this arrangement and to the proper determination of any claims arising thereunder.

(20) In the event the Project is approved for assistance under the statute, the foregoing terms and conditions shall be made part of the contract of assistance between the federal government and the applicant for federal funds and between the applicant and any recipient of federal funds; provided, however, that this arrangement shall not merge into the contract

## FY 2025 Special Section 5333 (b) Warranty

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of assistance, but shall be independently binding and enforceable by and upon the parties thereto, and by any covered employee or his/her representative, in accordance with its terms, nor shall any other employee protective agreement merge into this arrangement, but each shall be independently binding and enforceable by and upon the parties thereto, in accordance with its terms.

(21) This arrangement shall be binding upon the successors and assigns of the parties hereto, and no provisions, terms, or obligations herein contained shall be affected, modified, altered, or changed in any respect whatsoever by reason of the arrangements made by or for the Recipient to manage and operate the system.

Any person, enterprise, body, or agency, whether publicly - or privately-owned, which shall undertake the management, provision and/or operation of the Project services or the Recipient's transit system, or any part or portion thereof, under contractual arrangements of any form with the Recipient, its successors or assigns, shall agree to be bound by the terms of this arrangement and accept the responsibility with the Recipient for full performance of these conditions. As a condition precedent to any such contractual arrangements, the Recipient shall require such person, enterprise, body or agency to so agree.

(22) In the event of the acquisition, assisted with Federal funds, of any transportation system or services, or any part or portion thereof, the employees of the acquired entity shall be assured employment, in comparable positions, within the jurisdiction and control of the acquiring entity, including positions in the employment of any entity bound by this arrangement pursuant to paragraph (21). All persons employed under the provisions of this paragraph shall be appointed to such comparable positions without examination, other than that required by applicable federal, state or federal law or collective bargaining agreement, and shall be credited with their years of service for purposes of seniority, vacations, and pensions in accordance with the records of their former employer and/or any applicable collective bargaining agreements.

(23) The employees covered by this arrangement shall continue to receive any applicable coverage under Social Security, Railroad Retirement, Workmen's Compensation, unemployment compensation, and the like. In no event shall these benefits be worsened as a result of the Project.

(24) In the event any provision of this arrangement is held to be invalid, or otherwise unenforceable under the federal, state, or local law, in the context of a particular Project, the remaining provisions of this arrangement shall not be affected and the invalid or unenforceable provision shall be renegotiated by the Recipient and the interested Union representatives, if any, of the employees involved for purpose of adequate replacement under Section 5333(b). If such negotiation shall not result in mutually satisfactory agreement any party may invoke the jurisdiction of the Secretary of Labor to determine substitute fair and equitable employee protective arrangements for application only to the particular



## FY 2025 Special Section 5333 (b) Warranty

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Project, which shall be incorporated in this arrangement only as applied to that Project, and any other appropriate action, remedy, or relief.

(25) If any employer of the employees covered by this arrangement shall have rearranged or adjusted its forces in anticipation of the Project, with the effect of depriving an employee of benefits to which the employee should be entitled under this arrangement, the provisions of this arrangement shall apply to such employee as of the date when the employee was so affected.

### C. Acceptance of Special Section 5333(b) Warranty

I, (Name and Title) Dexter Edwards, Chairperson  
(Name and Title)

do hereby certify that

Duplin County

(Legal Name of Applicant/Recipient)

has agreed to the terms and conditions of this Warranty; will accept this agreement as part of the contract of assistance with the North Carolina Department of Transportation; and **will post, in a prominent and accessible place, the terms and conditions of the Warranty with a notice stating that the Recipient has received federal assistance under the Federal Transit statute and has agreed to comply with these terms.**

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

**FEDERAL FISCAL YEAR 2024 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Duplin County

The Applicant certifies to the applicable provisions of all categories: (check here) \_\_\_\_\_.

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	<u>✓</u>
02 Public Transportation Agency Safety Plans	<u>✓</u>
03 Tax Liability and Felony Convictions	<u>✓</u>
04 Lobbying	<u>✓</u>
05 Private Sector Protections	<u>✓</u>
06 Transit Asset Management Plan	<u>✓</u>
07 Rolling Stock Buy America Reviews and Bus Testing	<u>✓</u>
08 Urbanized Area Formula Grants Program	<u>✓</u>
09 Formula Grants for Rural Areas	<u>✓</u>
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	<u>✓</u>
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	<u>✓</u>

Certifications and Assurances

Fiscal Year 2024

12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs

✓

13 State of Good Repair Grants

✓

14 Infrastructure Finance Programs

✓

15 Alcohol and Controlled Substances Testing

✓

16 Rail Safety Training and Oversight

17 Demand Responsive Service

✓

18 Interest and Financing Costs

✓

19 Cybersecurity Certification for Rail Rolling Stock and Operations

20 Tribal Transit Programs

21 Emergency Relief Program

**CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE**

**AFFIRMATION OF APPLICANT**

Name of the Applicant:

Duplin County

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

## Certifications and Assurances

Fiscal Year 2024

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Name \_\_\_\_\_ Authorized Representative of Applicant

### AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Duplin County

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Name \_\_\_\_\_ Attorney for Applicant

*Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.*

## North Carolina Office of State Budget and Management

Contract # 20214

This Agreement is hereby entered into by and between the NC Office of State Budget and Management (the "AGENCY") and Duplin County  
(the "RECIPIENT") (referred to collectively as the "Parties").

### 1. EFFECTIVE TERM:

The RECIPIENT's performance period for this agreement shall be effective starting July 1, 2023, through October 3, 2025. The PARTIES' duties of record-keeping, monitoring, reporting, and auditing continue thereafter as provided below.

### 2. RECIPIENT'S DUTIES:

The RECIPIENT is authorized by this agreement to use funds for purposes referenced in the Current Operations Appropriations Act, Session Law (S.L.) 2023-134. The RECIPIENT's scope of work is a complete and concise scope of goods or services supported by this agreement and consistent with language in S.L. 2023-134. (See Appendix A).

The RECIPIENT agrees to use the funds in the amounts allocated for the budget cost items set forth in the RECIPIENT's Budget. RECIPIENT may reallocate and/or redistribute among budgeted items up to 10% in overall budget costs without the express written permission of the AGENCY.

The RECIPIENT understands and acknowledges that the total funding level available under this agreement will not exceed \$12,000,000.00.

The RECIPIENT acknowledges they have provided the following additional documentation:

- a. Internal Revenue Service W-9 form (includes address, Tax ID) BSM
- b. Electronic Payment Form & Supporting Document BSM
- c. Scope of Work – Appendix A BSM
- d. Policy addressing conflicts of interest BSM
- e. Sworn Statement of no overdue tax debts BSM

The RECIPIENT understands and acknowledges required compliance with all statutory provisions outlined in G.S. 143C-6-22 Use of State funds by non-State entities, 9 N.C.A.C. Subchapter 3M and the requirements found in S.L. 2023-134, Section 5.3; 12.1 and 12.2.

The RECIPIENT shall ensure:

- a. Funds are used for nonsectarian, nonreligious purposes only.
- b. No more than \$140,000 in State funds, including any interest earnings accruing from those funds, may be used for the annual salary of any individual employee of a nonprofit organization.

- c. Interest earnings on funds shall be used for the same purposes for which the grant was made.
- d. Submission of quarterly reports on financial and performance progress. This shall include the financial and performance progress of the RECIPIENT and all SUB-RECIPIENTS.
- e. Compliance with 9 N.C.A.C. Subchapter 3M.0205.

Pursuant to G.S 143C-6-8, the RECIPIENT understands and agrees that funding shall be subject to the availability of appropriated funds. However, in the event of agreement termination due to lack of adequate appropriated funds, the AGENCY will ensure that it will pay for services and goods acquired and obligated on or before the notice of agreement termination.

### **3. AGENCY'S DUTIES & PAYMENT PROVISIONS:**

The AGENCY shall ensure that funds allocated and disbursed pursuant to Session Law 2023-134 comply with the intent and guidance found in these Session Laws and ensure compliance with related state statutes and financial management standards.

The AGENCY is subject to the following requirements:

- a. Upon execution of this contract and the RECIPIENT's submission of documents identified in Section 2 of this contract, the AGENCY shall pay the RECIPIENT the full amount as identified in the scope of work within 30 days.
- b. Develop RECIPIENT quarterly financial and performance reporting document that shall incorporate the requirements of 9 N.C.A.C. Subchapter 3M.0205 and require the RECIPIENT to:
  - i. Certify that funds received or held were used for the intended purpose.
  - ii. Provide an accounting for funds received, interest earned, funds expended.
  - iii. Provide activities, accomplishments, and performance measures.
  - iv. Provide a list of employees and the amount of State funds used for the employee's annual salary.
  - v. Provide supporting invoices, contracts, payroll information or other documents to support expenditures.
- c. Provide a secure method for submitting financial and performance reports.
- d. Conduct financial and performance monitoring until the contract is completed.
- e. Funds will not revert until October 3, 2025.

### **4. FUNDS MANAGEMENT:**

The RECIPIENT agrees that funds paid through this contract shall be subject to the following:

- a. Accounted for in a separate fund and accounting structure within the RECIPIENT's central accounting and / or grant management system. This shall include accounting for interest earned on these funds.
- b. 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 this funding allocations described in Section 3 above.
- c. Expenditures for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be eligible under this Contract.
- d. If eligible, the RECIPIENT and all subrecipients shall:



- i. Request from the North Carolina Department of Revenue a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to N.C.G.S. 105-164.14; and
- ii. Exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their quarterly project status reports.

##### 5. POST-GRANT AWARD DOCUMENTATION REQUIREMENTS:

The RECIPIENT agrees to submit the required quarterly report on or before the 10<sup>th</sup> day following the end of each quarter. The first report is due to the AGENCY during the quarter in which the funds have been received by the RECIPIENT. The AGENCY shall provide the format and method for reporting. All reports and supporting documents shall include the RECIPIENT and all SUB-RECIPIENT information and shall be submitted as prescribed by the AGENCY.

RECIPIENT and any SUB-RECIPIENTS agree that all program activity results information reported shall be subject to review and authentication as described in Paragraph 7 and RECIPIENT will provide access to work papers, receipts, invoices and reporting records, if requested by the AGENCY, as the AGENCY executes any monitoring or internal audit responsibilities.

RECIPIENTS and SUB-RECIPIENTS receiving \$500,000 or more shall have a single or program-specific audit prepared and completed in accordance with Generally Accepted Government Auditing Standards, also known as the Yellow Book. The audit report must be provided to the AGENCY no later than nine months after the end of the RECIPIENTS fiscal year. This report shall be submitted as prescribed by the AGENCY. The cost of an audit conducted in conformance with the Yellow Book is an allowable cost for this grant.

##### 6. 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.

RECIPIENT and AGENCY Point of Contact	
RECIPIENT Contract Administrator	AGENCY Contract Administrator
Name: <u>Bryan S. Miller</u>	Cole Jordan NC Office of State Budget and Management 2 South Salisbury Street Raleigh, NC 27601
Email: <u>bryan.miller@duplincountync.com</u>	Direct Phone: 984-236-0633 Email: <a href="mailto:NCGrants@osbm.nc.gov">NCGrants@osbm.nc.gov</a>
Direct Phone: <u>9102962100</u>	
Fiscal year end MONTH: <u>June 2024</u>	



## **7. MONITORING AND AUDITING:**

The RECIPIENT 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 RECIPIENT are subject to being audited, inspected and monitored at any time by the AGENCY upon its request (whether in writing or otherwise). The RECIPIENT further agrees to provide AGENCY 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 RECIPIENT acknowledges and agrees that, regarding the grant 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 RECIPIENT and are subject to change.

## **8. TAXES:**

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

## **9. SITUS:**

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

## **10. COMPLIANCE WITH LAW:**

The RECIPIENT shall remain an independent RECIPIENT and as such shall be wholly responsible for the scope of work to be performed under this Agreement and for the supervision of his employees and assistants. The RECIPIENT represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of or have any individual contractual relationship with the AGENCY. The RECIPIENT 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 Recipient acknowledges and agrees that, in its conduct under this Contract and in connection with any and all expenditures of grant funds made by it, it shall comply with the cost principles enunciated in the Code of Federal Regulations, 2 CFR, Part 200. The Recipient further acknowledges and agrees that, if it grants any of the grant funds awarded hereunder to one or more sub-recipients or sub-sub-recipients, the Recipient shall, by contract, ensure that said cost principles are made applicable to and binding upon any and all such SUB-RECIPIENTS, SUB-SUB-RECIPIENTS, etc. in their handling, use and expenditure of the funds awarded to the RECIPIENT hereunder.

#### 11. TERMINATION OF AGREEMENT:

This agreement may be terminated by mutual consent upon sixty (60) days written notice to the other party, or as otherwise provided by law. As soon as reasonably possible following termination of this agreement, the amount of any residual unexpended funds shall be transferred to the AGENCY.

#### 12. AMENDMENTS:

This Agreement may be amended in writing which documents approval of changes by both the AGENCY and the RECIPIENT.

#### 13. AGREEMENT CLOSE-OUT PROCESS:


The RECIPIENT agrees to submit to the AGENCY a complete performance and expenditure status report (final quarterly report) within ninety (90) days after the completion of the project or final expenditure date, whichever is later. Unexpended funds should be promptly returned to the AGENCY at this time.

RECIPIENT will be deemed noncompliant if its final report is not submitted within the 90-day period stated above. Once the complete final performance and financial status report package has been received and evaluated by the AGENCY, the RECIPIENT will receive official notification of agreement close-out. The letter will inform the RECIPIENT that the AGENCY 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.

#### 14. 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 RECIPIENT and the AGENCY have executed this Agreement in duplicate originals, with one original being retained by each party.

#### RECIPIENT NAME

DocuSigned by:  
  
8B4B22108264426...  
Signature

3/13/2024 | 8:30 AM EDT

Date

Bryan S. Miller

Printed Name

County Manager

Title

NC OFFICE OF STATE BUDGET AND MANAGEMENT

DocuSigned by:

*Kristin Walker*

Signature

3/13/2024 | 9:03 AM EDT

Date

Kristin Walker

Printed Name

State Budget Director

Title

**NORTH CAROLINA  
DUPLIN COUNTY**

**SERVICE CONTRACT**

**THIS CONTRACT** is made and entered into this the 12 day of March 2024, by and between the **COUNTY of DUPLIN**, a political subdivision of the State of North Carolina, (hereinafter referred to as "COUNTY"), and **NELSON BAKER D/B/A BAKER'S LAWN CARE** located at 507 Routledge Street, Kenansville, Duplin County, North Carolina, (hereinafter referred to as "CONTRACTOR").

For and in consideration of mutual promises to each as herein after set forth, the parties hereto do mutually agree as follows:

- 1. SCOPE OF SERVICES.** CONTRACTOR hereby agrees to provide the services and/or materials under this Contract pursuant to the provisions and specifications identified in "Attachment 1" (hereinafter collectively referred to as "Services"). Attachment 1 is hereby incorporated herein and made a part of this Contract. Time is of the essence with respect to the performance of all services under this Contract.
- 2. TERM OF CONTRACT.** The Term of this Contract for Services is for the 2024 calendar year, specifically the period of **March 1, 2024** through **November 30, 2024** (hereinafter referred to as "growing season"), unless sooner terminated as provided herein. Upon mutual agreement of the parties, this Contract may be renewed for two (2) additional one-year terms.
- 3. PAYMENT TO CONTRACTOR.** CONTRACTOR shall receive from COUNTY during the growing season monthly payments of no greater than SEVEN THOUSAND NINE HUNDRED SEVENTY-FOUR DOLLARS and EIGHT SEVEN CENTS (\$7,974.87). It is recognized and agreed that the total amount of payments by COUNTY to CONTRACTOR during the term of this Contract shall not cumulatively exceed SEVENTY-ONE THOUSAND SEVEN HUNDRED SEVENTY-THREE DOLLARS AND EIGHTY CENTS (\$71,773.80) as full compensation for the provision of Services during the term of this Contract. Unless otherwise specified, CONTRACTOR shall submit an itemized invoice to COUNTY by the end of the month during which Services are performed. A Purchase Order number may be assigned to encumber the funds associated with this Contract and must appear on all invoices and correspondence. Payment will be processed promptly upon receipt and approval of the invoice by COUNTY.
- 4. INDEPENDENT CONTRACTOR.** COUNTY and CONTRACTOR agree that CONTRACTOR is an independent contractor and shall not represent itself as an agent or employee of COUNTY for any purpose in the performance of CONTRACTOR's duties under this Contract. Accordingly, CONTRACTOR shall be responsible for payment of all federal, state and local taxes as well as business license fees arising out of CONTRACTOR's activities in accordance with this Contract. For purposes of this Contract taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.  
  
CONTRACTOR, as an independent contractor, shall perform the Services required hereunder in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.
- 5. INSURANCE AND INDEMNITY.** To the fullest extent permitted by laws and regulations, CONTRACTOR shall indemnify and hold harmless the COUNTY and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) arising out of or resulting from

CONTRACTOR's performance of this Contract or the actions of the CONTRACTOR or its officials, employees, or contractors under this Contract or under contracts entered into by the CONTRACTOR in connection with this Contract. This indemnification shall survive the termination of this Contract.

In addition, CONTRACTOR shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. Additionally, CONTRACTOR shall maintain, at its expense, the following minimum insurance coverage:

\$1,000,000 per occurrence /\$2,000,000 aggregate --- Bodily Injury Liability, and  
\$100,000 --- Property Damage Liability, or  
\$1,000,000 per occurrence /\$2,000,000 aggregate---Combined Single Limit Bodily Injury  
and Property Damage

CONTRACTOR, upon execution of this Contract, shall furnish to the COUNTY a Certificate of Insurance reflecting the minimum limits stated above. The Certificate shall provide for thirty (30) days advance written notice in the event of a decrease, termination or cancellation of coverage. Providing and maintaining adequate insurance coverage is a material obligation of the CONTRACTOR. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The CONTRACTOR shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this Contract. The limits of coverage under each insurance policy maintained by the CONTRACTOR shall not be interpreted as limiting the CONTRACTOR's liability and obligations under the Contract.

6. **LICENSURE, CERTIFICATION, AND REGISTRATION OF PERSONNEL.** All personnel provided or made available by Contractor to render services hereunder shall be licensed, certified or registered, as appropriate, in their respective areas of expertise as required by applicable North Carolina law.
7. **CONFIDENTIALITY.** All data and information, both written and verbal, furnished to Contractor by County shall be regarded as confidential, shall remain the sole property of County and shall be held in confidence and safekeeping by Contractor for the sole use of the parties and Contractor under the terms of this Agreement. Contractor agrees that its officers, employees and agents will not disclose to any person, firm or entity other than County or County's designated legal counsel, accountants or practice management consultants any information about County, its practice or billing.
8. **HEALTH AND SAFETY.** CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing Services under this Contract.
9. **NON-DISCRIMINATION IN EMPLOYMENT.** CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, national origin, or disability. CONTRACTOR shall take affirmative action to ensure that qualified applicants are employed and that employees are treated fairly and legally during employment with regard to their age, sex, race, creed, national origin, or disability. In the event CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Contract may be canceled, terminated or suspended in whole or in part by COUNTY, and CONTRACTOR may be declared ineligible for further COUNTY contracts.

CONTRACTOR shall further comply with all federal, state, and local requirements related to participation of minority and historically underutilized businesses in all aspects of the services to be provided under this Contract.

**10. GOVERNING LAW.** This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this Contract shall be brought in the General Court of Justice in the County of Duplin and the State of North Carolina.

**11. TERMINATION OF CONTRACT.** This Contract may be terminated, without cause, by either party upon thirty (30) days written notice to the other party. This termination notice period shall begin upon receipt of the notice of termination. Such a termination does not bar either party from pursuing a claim for damages for breach of the contract.

If, through any cause, CONTRACTOR shall fail to fulfill its contractual obligations in a timely and proper manner, COUNTY shall give written notice and CONTRACTOR shall correct the stated inadequacy within a fifteen (15) business day cure period. If CONTRACTOR fails to timely correct the inadequacy, then COUNTY shall have the right to immediately terminate the Contract by giving written notice specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by CONTRACTOR under this contract shall, at the COUNTY's option, become its property and CONTRACTOR shall be entitled to receive just and equitable compensation for any satisfactorily completed work minus any payment or compensation previously received. Notwithstanding the foregoing, CONTRACTOR shall not be relieved of liability to COUNTY for damages sustained by virtue of CONTRACTOR's breach of this agreement, and COUNTY may withhold payment due to CONTRACTOR for the purpose of setoff until such time as the exact amount of damages sustained by the COUNTY can be determined. Without limiting any other remedies that may be available in the case of breach by CONTRACTOR, COUNTY may procure contract services from another source and hold CONTRACTOR responsible for any excess cost occasioned thereby. The filing of a petition for bankruptcy by CONTRACTOR shall constitute an act of default under this contract.

Termination of this Contract, either with or without cause, shall not form the basis of any claim for loss of anticipated profits by either party.

**12. SUCCESSORS AND ASSIGNS.** CONTRACTOR shall not assign its interest in this Contract without the written consent of COUNTY. CONTRACTOR has no authority to enter into contracts on behalf of COUNTY.

**13. COMPLIANCE WITH LAWS.** CONTRACTOR represents that it is in compliance with all Federal, State, and local laws, regulations or orders, as amended or supplemented. The implementation of this Contract shall be carried out in strict compliance with all Federal, State, or local laws.

**14. E-VERIFY.** As a condition of payment for services rendered under this agreement, CONTRACTOR shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. Further, if CONTRACTOR provides the services to the County utilizing a subcontractor, CONTRACTOR shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes as well. CONTRACTOR shall verify, by affidavit, compliance of the terms of this section upon request by the County.

**15. IRAN DIVESTMENT ACT.** CONTRACTOR certifies that they are not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4. Individuals or companies on the Final Divestment List are ineligible to contract or subcontract with Local Government

Units. (G.S. 143C-6A-6(a).) It is the responsibility of each vendor or contractor to monitor compliance with this restriction. Contracts valued at less than \$1,000.00 are exempt from this restriction.

- 16. DIVESTMENT FROM COMPANIES THAT BOYCOTT ISRAEL.** The vendor or contractor certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. 147-86.81. It is the responsibility of each vendor or contractor to monitor compliance with this restriction. Contracts valued at less than \$1,000.00 are exempt from this restriction.
- 17. GOOD STANDING WITH COUNTY.** CONTRACTOR certifies that it is not delinquent on any taxes, fees, or other debt owed by CONTRACTOR to COUNTY. CONTRACTOR covenants and agrees to remain current on any taxes, fees, or other debt owed by CONTRACTOR to COUNTY during the Term of this Contract.
- 18. NOTICES.** All notices which may be required by this contract or any rule of law shall be effective when received by certified mail sent to the following addresses:

**COUNTY OF DUPLIN**

**ATTN: Craig Hatcher, Facility Coordinator  
Duplin County  
P.O. Box 950  
Kenansville, NC 28349**

**CONTRACTOR:**

**ATTN: Nelson S. Baker  
Baker's Lawn Care & Maintenance  
P.O. Box 1002  
Kenansville, NC 28349**

- 19. AUDIT RIGHTS.** For all Services being provided hereunder, COUNTY shall have the right to inspect, examine, and make copies of any and all books, accounts, invoices, records and other writings relating to the performance of the Services. Audits shall take place at times and locations mutually agreed upon by both parties. Notwithstanding the foregoing, CONTRACTOR must make the materials to be audited available within one (1) week of the request for them.
- 20. COUNTY NOT RESPONSIBLE FOR EXPENSES.** COUNTY shall not be liable to CONTRACTOR for any expenses paid or incurred by CONTRACTOR, unless otherwise agreed in writing.
- 21. ANNUAL APPROPRIATIONS AND FUNDING.** This Agreement may be subject to the annual appropriation of funds by the Duplin County Commissioners. Notwithstanding any provision herein to the contrary, in the event that funds are not appropriated for this Agreement, then County shall be entitled to immediately terminate this Agreement, without penalty or liability, except the payment of all contract fees due under this Agreement up to and through the last day of service.
- 22. NO PLEDGE OF TAXING AUTHORITY.** No deficiency judgment may be rendered against Duplin County or any agency of Duplin County in any action for breach of a contractual obligation



under this contract. The taxing power of Duplin County is not pledged directly or indirectly to secure any monies due under this contract.

- 23. NO WAIVER OF GOVERNMENTAL IMMUNITY; VIOLATION OF LAW.** Except for waiver of governmental immunity resulting from the execution of a valid contract, Duplin County makes no other waiver of governmental immunity. If any provision of the Contract or Agreement is in violation of any legal, statutory or state constitutional prohibition, then such provision(s) shall be unenforceable against Duplin County.
- 24. EQUIPMENT.** CONTRACTOR shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide Services hereunder, unless otherwise agreed in writing.
- 25. ENTIRE CONTRACT.** This Contract, including Attachment 1, shall constitute the entire understanding between COUNTY and CONTRACTOR and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written mutual agreement of the parties.
- 26. HEADINGS.** The subject headings of the sections are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This Contract shall be deemed to have been drafted by both parties and no interpretation shall be made to the contrary.
- 27. EXISTENCE.** CONTRACTOR warrants that it is a corporation duly organized, validly existing, and in good standing under the laws of the State of North Carolina and is duly qualified to do business in the State of North Carolina and has full power and authority to enter into and fulfill all the terms and conditions of this contract.
- 28. AUTHORITY.** By execution hereof, the person signing for CONTRACTOR below certifies that he/she has read this Contract and that he/she is duly authorized to execute this Contract on behalf of the CONTRACTOR.

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this Service Contract to be executed by their duly authorized office or agent.

**Reviewed by Department Head**

\_\_\_\_\_  
Date Reviewed: \_\_\_\_\_

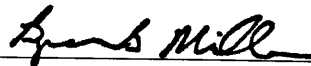
This instrument has been preaudited in the manner required by the Local Government and Fiscal Control Act

  
\_\_\_\_\_  
Duplin County Finance Officer

**CONTRACTOR**

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**DUPLIN COUNTY**

By:  \_\_\_\_\_  
Printed Name: BRYAN MILLER  
Title: COUNTY MANAGER

**ATTACHMENT 1**  
**Scope of Services**

Contractor agrees to provide the biweekly mowing, weed-eating and trimming to all grass including in and around ditch banks, buildings, fences, utilities, and other structures for County owned properties in Kenansville, in addition to putting out pine straw, at each of the properties listed below from March 1, 2024 through and including November 30, 2024. The properties subject to this Agreement include, but are not necessarily limited to, the following:

Administrative Building – 224 Seminary Street  
Courthouse – 118 Duplin Street  
Courthouse Spring – Across from Courthouse  
Health Department – 340 Seminary Street  
Current Services to the Aged Location – 213 Seminary Street  
EMS Medic 8 – 213 Duplin Street  
Department of Social Services – 423 N. Main Street  
Duplin Commons & Central Plant – 165 Agriculture Drive  
Sheriff Annex House - 114 E. Hill Street  
Water Department – 117 Cemetery Lane  
Events Center (parking lots and around building only) - 195 Fairgrounds Drive  
Tax Office - 117 Beasley Street  
Library - 107 Bowden Drive  
Magistrate & Probation Offices - 107 Duplin Street  
Current Transportation Department - 208 South Main Street  
Museum - 411 South Main Street  
Sheriff's Office - 112 West Hill Street  
Detention Center - 208 Duplin Street  
Jail Annex - 382 S NC 11&903 HWY  
Former Dr. Ngo Office - 212 Duplin Street

**JOURNAL INQUIRY**

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	08	675	BUA	02/29/2024	02/29/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												
1	5151	42013					T					800.00
								LAB PROCESSING		400.00		
2	5113	42980					T					
								PROGRAM SUPPLIES		400.00		
3	5164	42980					T					
								PROGRAM SUPPLIES				
** JOURNAL TOTAL										0.00		0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	08	676	BUA	02/29/2024	02/29/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												
1	7100	42600					T					5,000.00
								OFFICE SUPPLIES				
2	7100	41990					T			5,000.00		
								PROFESSIONAL SERVICES				
** JOURNAL TOTAL										0.00		0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	34	BUA	03/04/2024	03/04/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												
1	5110	43110					T					815.00
								TRAVEL				
2	5139	43530					T					200.00
								REPAIRS VEHICLES				
3	5165	42980					T					510.00
								PROGRAM SUPPLIES				
4	5187	42600					T					100.00
								OFFICE SUPPLIES				
5	5162	43210					T					2.00
								TELEPHONE				
6	5114	42370					T					8,183.00
								INJECTABLES				

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09		34 BUA	03/04/2024	03/04/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
							ACCOUNT DESCRIPTION					
7	5110	42612					T				100.00	
8	5110	43510					T				615.00	
9	5110	43250					T				100.00	
10	5111	43250					T				200.00	
11	5111	42100					T				1.00	
12	5111	42490					T				300.00	
13	5164	43250					T				1,500.00	
14	5164	41990					T				450.00	
15	5139	43210					T				200.00	
16	5163	43250					T				500.00	
17	5163	44500					T				62.00	
18	5163	43540					T				700.00	
19	5163	43110					T				2.00	
20	5167	44500					T				196.00	
21	5124	43530					T				200.00	
22	5124	41990					T				3,000.00	
23	5151	43250					T				1,000.00	
24	5165	43210					T				500.00	
25	5165	43510					T				10.00	
26	5129	44500					T				72.00	
27	5162	43540					T				2.00	

# JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2024	09	34	BUA	03/04/2024	03/04/2024	031824	blanca.pineda	1	N	Hist	2024		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB	
ACCOUNT DESCRIPTION													
28	5187	43540					T				100.00		
								SOFTWARE MAINTENANCE					
** JOURNAL TOTAL											0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2024	09	36	BUA	03/04/2024	03/04/2024	031824	blanca.pineda	1	N	Hist	2024		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB	
ACCOUNT DESCRIPTION													
1	5165	42600					T					700.00	
								OFFICE SUPPLIES					
2	5151	42013					T					2,170.00	
								LAB PROCESSING					
3	5165	43250					T				700.00		
								POSTAGE					
4	5111	42980					T				2,170.00		
								PROGRAM SUPPLIES					
** JOURNAL TOTAL											0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2024	09	37	BUA	03/04/2024	03/04/2024	031824	blanca.pineda	1	N	Hist	2024		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB	
ACCOUNT DESCRIPTION													
1	4370	45100					T					3,322.68	
								CAPITAL OUTLAY					
2	4370	45120					T				3,322.68		
								CAPITAL LEASE					
** JOURNAL TOTAL											0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	72	BUA	03/05/2024	03/05/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2024	09	72	BUA	03/05/2024	03/05/2024	031824	blanca.pineda	1	N	Hist	2024		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION													
1	4957	40121					T					50.27	
2	4957	43110					T					55.10	
3	4957	42381					T					50.55	
4	4957	43540					T				155.92		
								SOFTWARE MAINTENANCE					
** JOURNAL TOTAL											0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	119	BUA	03/07/2024	03/07/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												
1	5114	42990					T					1,200.00
2	5114	42980					T				1,200.00	
								PROGRAM SUPPLIES				
** JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	120	BUA	03/07/2024	03/07/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT OB	
ACCOUNT DESCRIPTION												
1	4230	43111					T					1,500.00
							TRAINING					
2	4230	43520					T					5,000.00
							REPAIRS & MAINTENANCE	EQUIPME				
3	4230	43520					T					600.00
							REPAIRS & MAINTENANCE	EQUIPME				
4	4230	43110					T			1,500.00		
							TRAVEL					
5	4230	42600					T			5,000.00		
							OFFICE SUPPLIES					



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	120	BUA	03/07/2024	03/07/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												
6	4230	44500					T				600.00	
							INSURANCE AND BONDS					
** JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	158	BUA	03/11/2024	03/11/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												
1	5176	41990					T					4,000.00
2	5133	42980					T					3,500.00
3	5133	41990					T				3,500.00	
4	5176	43110					T				4,000.00	
							TRAVEL					
** JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	164	BUA	03/11/2024	03/11/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												
1	4181	41804					T					11,032.00
2	4181	41990					T				11,032.00	
							A E & P RESERVE					
							PROFESSIONAL SERVICES					
** JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	165	BUA	03/11/2024	03/11/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	165	BUA	03/11/2024	03/11/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												
1	5110	35169					T					24,375.00
								Breast and Cervical Cancer				
2	5171	41990					T				24,375.00	
								PROFESSIONAL SERVICES				
** JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2024	09	170	BUA	03/11/2024	03/11/2024	031824	blanca.pineda	1	N	Hist	2024	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OB
ACCOUNT DESCRIPTION												
1	5601	40121					T					1,854.00
2	5601	40181					T					142.00
3	5601	40182					T					226.00
4	5601	40183					T					418.00
5	5601	40184					T					1.00
6	5601	41860					T					10.00
7	5601	42600					T					540.00
8	5601	43110					T					50.00
9	5601	43912					T					500.00
10	5601	43200					T					200.00
11	5601	43250					T					200.00
12	5601	43540					T					58.00
13	5604	40121					T				1,854.00	
14	5604	40181					T				142.00	
									</			



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2024	09	170	BUA	03/11/2024	03/11/2024	031824	blanca.pineda	1	N	Hist	2024		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION													
15	5604	40182					T				226.00		
16	5604	40183					T				418.00		
17	5604	40184					T				1.00		
18	5604	40186					T				10.00		
19	5604	42600					T				540.00		
20	5604	43110					T				50.00		
21	5604	43912					T				500.00		
22	5604	43200					T				200.00		
23	5604	43250					T				200.00		
24	5604	43540					T				58.00		
** JOURNAL TOTAL											0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2024	09	173	BUA	03/12/2024	03/12/2024	031824	blanca.pineda	1	N	Hist	2024		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION													
1	5187	42600					T					540.00	
2	5187	43540					T				540.00		
** JOURNAL TOTAL											0.00	0.00	
** GRAND TOTAL											0.00	0.00	

13 Journals printed

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

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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 purchase of condoms

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5151-42013	Lab Processing	800.00	5113-42980	Program Supplies	400.00
			5164-42980	Program Supplies	400.00
Total		800.00	Total		800.00

*Chelsy Rancier*

Finance Signature

Date Approved:

2/29/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Utility Director

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 cover outstanding invoices from Publiqs not billed in a timely manner, after company was sold to Springbrook

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
7100-42600	Office Supplies	5,000.00	7100-41990	Professional Services	5,000.00
Total		5,000.00	Total		5,000.00

Finance Signature

Date Approved:

*Chelsey Ranier*

*2/29/24*

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # \_\_\_\_\_

**Duplin County**  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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
5110-43110	Travel	815.00	5110-42612	Mosquito Abatement	100.00
5139-43530	Vehicle Repairs	200.00	5110-43510	Repairs - B & G	615.00
5165-42980	Program Supplies	510.00	5110-43250	Postage	100.00
5187-42600	Office Supplies	100.00	5111-43250	Postage	200.00
5162-43210	Telephone	2.00	5111-42100	Housekeeping	1.00
5114-42370	Injectables	8,183.00	5111-42490	Vehicle Supplies	300.00
			5164-43250	Postage	1,500.00
			5164-41990	Professional Services	450.00
			5139-43210	Telephone	200.00
			5163-43250	Postage	500.00
			5163-44500	Insurance and Bond	62.00
			5163-43540	Software Maintenance	700.00
			5163-43110	Travel	2.00
			5167-44500	Insurance and Bond	196.00
			5124-43530	Repairs Vehicles	200.00
			5124-41990	Professional Services	3,000.00
			5151-43250	Postage	1,000.00
			5165-43210	Telephone	500.00
			5165-43510	Repairs B & G	10.00
			5129-44500	Insurance and Bond	72.00
			5162-43540	Software Maintenance	2.00
			5187-43540	Software Maintenance	100.00
Total		9,810.00	Total		9,810.00



Chelsy Ranier

Finance Signature

Date Approved:

3/24/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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 RTP going over for WIC and EH

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5165-42600	Office Supplies	700.00	5165-43250	Postage	700.00
5151-42013	Lab Processing	2,170.00	5111-42980	Program Supplies	2,170.00
Total		2,870.00	Total		2,870.00

Finance Signature

Date Approved:

*Chelsey Ranier*

3/4/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

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

<b>Brief description of why this amendment is being requested:</b>

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4370-45100	Capital outlay	3,322.68	4370-45120	Capital lease	3,322.68
Total		3,322.68	Total		3,322.68

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_

  
2/20/21

Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_

Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Cooperative Extension

Department Head's Signature

Amanda Hatcher

(form can be e-mailed to Finance from Dept. Head)

*Amanda Hatcher*

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 Software Maintenance deficit

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4957-40121	Salaries	50.27	4957-43540	Software Maintenance	155.92
4957-43110	Travel	55.10			
4957-42381	Educational Supplies	50.55			
Total		155.92	Total		155.92

*Chelsey Ranier*

Finance Signature

Date Approved:

*3/5/24*

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:



BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

HEALTH

Department Head's Signature

TRACEY SIMMONS - KORNEGAY

(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 PROGRAM SUPPLIES

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5114-42990	INCENTIVES	1,200.00	5114-42980	PROGRAM SUPPLIES	1,200.00
Total		1,200.00	Total		1,200.00

Finance Signature

Date Approved:

*Chelsey Ranier*

3/7/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

IT Director

Department Head's Signature

Frankie Herring

(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 cover Travel, Office Supplies & Insurance and Bonds

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4230-43111	Training	1,500.00	4230-43110	Travel	1,500.00
4230-43520	Repairs & Maintenance	5,000.00	4230-42600	Office Supplies	5,000.00
4230-43520	Repairs & Maintenance	600.00	4230-44500	Insurance and Bonds	600.00
Total		7,100.00	Total		7,100.00

Finance Signature

Date Approved:

*Chelsy Ranier*

3/7/24

Manager Signature

Date Approved:

Commisioner Approval

Date Approved:

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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:**

to cover professional services

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5176-41990	professional services	4,000.00	5133-41990	professional services	3,500.00
5133-42980	program supplies	3,500.00	5176-43110	travel	4,000.00
Total		7,500.00	Total		7,500.00

Finance Signature

Date Approved:

Chelsy Ranier

3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:



BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Register of Deeds

Department Head's Signature

Anita Marie Savage

(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:**

Requesting a total of \$11,032.00 be transferred from the Register of Deeds AE&P Reserve Account (4181-41804) to the Register of Deeds AE&P Professional Services Account (4181-41990). The funds will be used to preserve (1) real property book: Deed Book 28

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4181-41804	AE&P Reserve Account	11,032.00	4181-41990	AE&P Professional Services	11,032.00
Total		11,032.00	Total		11,032.00

Finance Signature

Date Approved:

Chelsy Rancier

3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:



BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title \_\_\_\_\_ HEALTH  
Department Head's Signature \_\_\_\_\_ TRACEY SIMMONS-KORNEGAY  
(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:**

Additional funding for BCCCP services

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-35169	Breast & Cervical cancer	24,375.00	5171-41990	Professional Services	24,375.00
Total		24,375.00	Total		24,375.00

Finance Signature

Date Approved:

*Chelsey Rancier*

3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:

2/12/2024

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:**

Separate SHIIP and MIPPA budgets

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5601-40121	Salaries	1,854.00	5604-40121	Insurance & Bonds <i>Salaries</i>	1,854.00
5601-40181	Social Security	142.00	5604-40181	Office Supplies <i>Social Security</i>	142.00
5601-40182	Retirement	226.00	5604-40182	Retirement	226.00
5601-40183	Hospital Insurance	418.00	5604-40183	Hospital Insurance	418.00
5601-40184	Life Insurance	1.00	5604-40184	Life	1.00
5601-40186 <i>418.00</i>	Workers Compensation	10.00	5604-40186	Workers Compensation	10.00
5601-42600	Office Supplies	540.00	5604-42600	Office Supplies	540.00
5601-43110	Travel	50.00	5604-43110	Travel	50.00
5601-43912	Printing	500.00	5604-43912	Printing	500.00
5601-43200	Communications	200.00	5604-43200	Communications	200.00
5601-43250	Postage	200.00	5604-43250	Postage	200.00
5601-43540	Software Maintenance	58.00	5604-43540	Software Maintenance	58.00
Total		4,199.00	Total		4,199.00

Finance Signature

Date Approved:

*Chelsy Renner*  
3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:





Senior Services  
Post Office Box 928 - 213 Seminary Street - Kenansville, N.C. 28349  
Telephone 910-296-2140 - Fax 910-296-2142

### Separation of SHIIP Base Grant & Mippa Funds.

In working on the budget prep for fiscal year 24-25, I wanted to see if this will make more sense to go ahead and complete a journal entry to put the 23-24 mippa funds in the correct code that you have established for fiscal year 24-25.

Currently, the SHIIP base grant and MIPPA are combined together in 5601.  
(SHIIP Base Grant - \$7,652.00 & Mippa grant is \$4,199.00 = \$11,851.00. I just received the actual allocation for the current mippa and it is now \$4607.00 (\$408.00 increase).

You have already set up the revenue code and I can list below the expenditures if this will work for you. I am working on that paperwork but did not receive until after the deadline for agenda items. I can use the funds easily in the supply code with purchasing prescription bags with mippa information listed.

<u>Current MIPPA</u> funds in 5601 (Fiscal 23-24)		<u>MIPPA Funds 5604 increase (408)</u>	
5601-40121	- 1,854	5604-40121	
5601-40181	- 142	5604-40181	
5601-40182	- 226	5604-40182	
5601-40183	- 418	5604-40183	
5601-40184	- 1	5604-40184	
5601-40186 <sup>41860</sup>	- 10	5604-40186	
5601-42600	- 540	5604-42600	- 408
5601-43110	- 50	5604-43110	
5601-43192	- 500	5604-43192	
5601-43200	- 200	5604-43200	
5601-43250	- 200	5604-43250	
5601-43540	- 58	5604-43540	
Revenue		Revenue	
5600-35602	- 4199	5600-35600	- 4607

BA # \_\_\_\_\_

Duplin County  
Budget Amendment

Department Title

Health Department

Department Head's Signature

Tracey Simmons - Kornegay / 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 software maintenance

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
5187-42600	office supplies	540.00	5187-43540	software maintenance	540.00
Total		540.00	Total		540.00

*Chelsey Kornegay*

Finance Signature

Date Approved:

3/11/24

Manager Signature

Date Approved:

Commissioner Approval

Date Approved:



## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

<b>Representative Name and Department:</b> Jason McGuirt, JCPC Chairperson	<b>Meeting Date:</b> March 18, 2024, 6pm
<b>Subject:</b> Juvenile Crime Prevention Council Funding Plan and Program Descriptions	
<b>Summary, explanation and background:</b> The Duplin County JCPC seeks annual approval of the recommended funding levels for each of the County's prevention and intervention programs.	
<b>Requested Action:</b> Commissioner approval and authorization for County Finance Officer signature on the attached Funding Plan	
Budget impact for this fiscal year: <b>Neutral for the County; \$212,657 JCPC Allocation from the State, and the Funding recommendations total \$212,657</b>	
Budget impact for subsequent years: n/a	
<b>Time needed to explain to Commissioners:</b> Up to 15 minutes including questions	
<b>Attachments:</b> Funding Plan and Program Descriptions	
<b>Instructions for what to do with attachments once approved:</b> County Finance signature requested on the attached Funding Plan; forward to TrishaAnn Hoskins for submission to Eastern Area Office.	

**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.

# Duplin County

## NC DPS - Community Programs - County Funding Plan

Available Funds: \$ \$212,657 Local Match: \$ \$30,941 Rate: 10%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	24-25 DPS-JCPC	LOCAL FUNDING			OTHER State/ Federal	OTHER Funds	Total	2016-2017 DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In- Kind				
1	Duplin Juvenile Psychological Services	\$8,250			\$900			\$9,150	10%
2	Diversity Nurtures Achievement Structured Learning	\$38,200			\$11,897			\$50,097	24%
3	Duplin Restitution/Community Service and Teen Court	\$78,289			\$8,984			\$87,273	10%
4	Building Peace in Schools	\$66,218			\$7,160			\$73,378	10%
5	Mt. Calvary Youth Development Training	\$20,000			\$2,000			\$22,000	9%
6	JCPC Administration	\$1,700						\$1,700	
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
<b>TOTALS:</b>		<b>\$212,657</b>			<b>\$30,941</b>			<b>\$243,598</b>	<b>13%</b>

The above plan was derived through a planning process by the Duplin County  
Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 24-25.

Amount of Unallocated Funds \_\_\_\_\_

Amount of funds reverted back to DPS \_\_\_\_\_

Discretionary Funds added \_\_\_\_\_

check type ☐ initial plan ☐ final

—DPS Use Only—

Reviewed by _____	Area Consultant	_____	Date
Reviewed by _____	Program Assistant	_____	Date
Verified by _____	Designated State Office Staff	_____	Date

\_\_\_\_\_  
Chairperson, Juvenile Crime Prevention Council (Date)

\_\_\_\_\_  
Chairperson, Board of County Commissioners (Date)  
or County Finance Officer

## **2024-25 Duplin County - Program Component Descriptions\***

**NAME OF COMPONENT:** Building Peace in Schools – Social Skills Training

**BRIEF DESCRIPTION:** Social Skills Training Classes are offered at schools throughout the county to reduce barriers to service delivery. Facilitators teach conflict resolution skills to at-risk and adjudicated youth to promote their success. Classes are held in small groups at the participants' schools.

**NAME OF COMPONENT:** Duplin Juvenile Psychological Services

**BRIEF DESCRIPTION:** Psychological assessments are provided for juveniles referred by juvenile court counselors; ensures this necessary service is available to court-involved juveniles to facilitate appropriate dispositional alternatives including residential placement as appropriate.

**NAME OF COMPONENT:** Duplin County Restitution

**BRIEF DESCRIPTION:** The Community Service/Juvenile Restitution Program is designed to provide a process whereby a juvenile who has been diverted or adjudicated delinquent is able to make reparations, take responsibility for their behavior, and when applicable, provide for a monetary payment to the victim(s) in an attempt to make amends and pay his/her debt to society.

**NAME OF COMPONENT:** Duplin County Teen Court

**BRIEF DESCRIPTION:** Teen Court is an “alternative to court” program for juvenile offenders with minor offenses that have admitted guilt. The Teen Court alternative provides constructive sanctioning for crimes committed; sanctions include possible community service/restitution, apology letters to victims and/or subsequent jury duties.

**NAME OF COMPONENT:** Diversity Nurtures Achievement Structured Learning Program

**BRIEF DESCRIPTION:** DNA Structured Learning program provides an alternative educational placement for youth who are suspended and/or expelled from school and/or adjudicated by the courts with a recommendation for placement. Vocational-educational support, connection to Community College, mental health and substance use support from qualified providers as well as life skills may also be coordinated for participants based on an individual service plan.

**NAME OF COMPONENT:** Mt. Calvary Customized Youth Development Training

**BRIEF DESCRIPTION:** This is a newly funded program in Duplin County, and will be provided in Wallace. The key themes addressed by the program include enhancing and improving entrepreneurship skills, improving community engagement, fostering leadership development, and introducing management fundamentals that will contribute to the participants having increased opportunities including employment possibilities.

\*Programming sites for the components above exist in Kenansville, Warsaw and Wallace.

## County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

Name / Department: Niccoya Dobson-Chief Public Defender District 5-Duplin County	Meeting Date: March 18, 2024
Subject: Introduce Herself	
Summary, explanation, and background:	
Requested Action:	
Budget impact for this fiscal year: (Funds available, allocation needed, etc.) <ul style="list-style-type: none"> <li>None</li> </ul>	
Budget impact for subsequent years: (Funds available, allocation needed, etc.) <ul style="list-style-type: none"> <li>None</li> </ul>	
Time needed to explain to Commissioners: <ul style="list-style-type: none"> <li>5 minutes</li> </ul>	
Attachments:	
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 Jaime Carr by the agenda deadline. Remember, one original will be retained for the minutes.



**Office of the Public Defender  
District 5-Duplin County  
Niccoya D. Dobson  
CHIEF PUBLIC DEFENDER**

Monday, March 11, 2024

Dear Commissioners and Mr. Miller,

Thank you for meeting with me a few weeks ago. I look forward to working together in the future to enhance services for Duplin County citizens.

In our current budget, the Duplin office will be fully operational Monday through Friday with 3 staff attorneys, 1 support staff, and myself (I will be in all 3 counties). I have also attached a copy of the current budget to this email. We are likely to have increased space needs in the future and I would like to plan accordingly by requesting the following:

- 7 offices
  - 3 staff attorneys
  - 2 support staff
  - 1 Chief Public Defender
  - 1 Administrative Staff/Intern/Volunteer Office
- Conference Room
- Public Lobby that has a window to one of the support staff offices.
- Public Bathroom
- Private bathroom and kitchen access for staff
- Closed file storage on site.
  - A larger off-site storage area will be necessary in the upcoming years but not immediately
- Supply closet (stores office supplies, evidence collected and defendant clothes for court)
- Network closet
  - The state requires a lockable closet that even we cannot have access to for network equipment.

Since we met, it has become even more critical to locate a temporary space to house at least 3 lawyers (including myself) and 2 support staff members until such time that we are fully staffed and operating in Duplin County.

Please let me know if you need additional information that will assist in this request. At this time, I can be reached by cell at 919-696-1060. Thank you again for your time and assistance.



Sincerely,

*Niccoya D. Dobson*

Niccoya D. Dobson  
Duplin County Public Defender

**Conference Report on the Base, Capital and Expansion Budget**

		<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b>34 Office Lease Expenses</b>			
<b>Fund Code: 1380</b>			
Provides additional funding for Indigent Defense Services (IDS) to lease new office space prior to a planned relocation in 2024.	Requirements	\$ 100,000R	\$ 100,000R
	Less: Receipts	\$ -	\$ -
	Net Appropriation	\$ 100,000	\$ 100,000
	FTE	-	-
<b>35 Document Retention Processing</b>			
<b>Fund Code: 1380</b>			
Provides funding for temporary staff to sort, digitize, and shred documents at IDS' main office prior to relocating in 2024.	Requirements	\$ 67,127NR	\$ -
	Less: Receipts	\$ -	\$ -
	Net Appropriation	\$ 67,127	\$ -
	FTE	-	-
<b>Indigent Defense Services Administration Revised Budget</b>	Requirements	\$ 3,959,773	\$ 3,892,646
	Less: Receipts	\$ 542,204	\$ 542,204
	Net Appropriation	\$ 3,417,569	\$ 3,350,442
	FTE	29.000	29.000
<b>Private Assigned Counsel</b>			
<b>Fund Code: 1310</b>			
	Requirements	\$ 78,518,381	\$ 78,518,381
	Less: Receipts	\$ 12,721,308	\$ 12,721,308
	Net Appropriation	\$ 65,797,073	\$ 65,797,073
	FTE	-	-
<b>36 Private Assigned Counsel (PAC) Fund Reduction</b>			
<b>Fund Code: 1310</b>			
Reduces funding to the PAC Fund, which compensates private attorneys, in order to support the new Public Defender Districts.	Requirements	\$ (4,750,058)R	\$ (9,711,785)R
	Less: Receipts	\$ -	\$ -
	Net Appropriation	\$ (4,750,058)	\$ (9,711,785)
	FTE	-	-
<b>Private Assigned Counsel Revised Budget</b>	Requirements	\$ 73,768,323	\$ 68,806,596
	Less: Receipts	\$ 12,721,308	\$ 12,721,308
	Net Appropriation	\$ 61,047,015	\$ 56,085,288
	FTE	-	-
<b>Public Defender Services</b>			
<b>Fund Code: 1320</b>			
	Requirements	\$ 71,502,846	\$ 71,503,986
	Less: Receipts	\$ 699,167	\$ 699,167
	Net Appropriation	\$ 70,803,679	\$ 70,804,819
	FTE	564.000	564.000
<b>37 Public Defender (PD) District 6 Positions</b>			
<b>Fund Code: 1320</b>			
Provides funding for 2 Investigators, 2 Legal Assistants, and 2 Assistant Public Defenders (APDs) in PD District 6 (New Hanover and Pender Counties).	Requirements	\$ 609,154R	\$ 609,154R
	Less: Receipts	\$ -	\$ -
	Net Appropriation	\$ 609,154	\$ 609,154
	FTE	6.000	6.000
<b>38 PD District 5</b>			
<b>Fund Code: 1320</b>			
Provides funding to establish PD District 5 (Duplin, Jones, and Sampson Counties), effective January 1, 2024. The new positions include 1 PD, 6 APDs, and 3 support staff.	Requirements	\$ 650,336R	\$ 1,300,672R
	Less: Receipts	\$ -	\$ -
	Net Appropriation	\$ 650,336	\$ 1,300,672
	FTE	10.000	10.000
<b>39 PD District 7</b>			
<b>Fund Code: 1320</b>			
Provides funding to establish PD District 7 (Bertie, Halifax, Hertford, and Northampton Counties). The new positions include 1 PD, effective October 1, 2023, as well as 11 APDs and 6 support staff, effective January 1, 2024.	Requirements	\$ 1,231,447R	\$ 2,336,427R
	Less: Receipts	\$ -	\$ -
	Net Appropriation	\$ 1,231,447	\$ 2,336,427
	FTE	18.000	18.000

**§ 7A-302. Counties and municipalities responsible for physical facilities.**

In each county in which a district court has been established, courtrooms, office space for juvenile court counselors and support staff as assigned by the Division of Juvenile Justice of the Department of Public Safety, and related judicial facilities (including furniture), as defined in this Subchapter, shall be provided by the county, except that courtrooms and related judicial facilities may, with the approval of the administrative Officer of the Courts, after consultation with county and municipal authorities, be provided by a municipality in the county. To assist a county or municipality in meeting the expense of providing courtrooms and related judicial facilities, a part of the costs of court, known as the "facilities fee," collected for the State by the clerk of superior court, shall be remitted to the county or municipality providing the facilities. (1965, c. 310, s. 1; 1998-202, s. 15; 2000-137, s. 4(a); 2007-323, s. 14.16; 2008-107, s. 29.8(f); 2011-145, s. 19.1(l); 2017-186, s. 2(c); 2021-180, s. 19C.9(z).)

**SUBCHAPTER VI. REVENUES AND EXPENSES OF THE JUDICIAL  
DEPARTMENT.**

Article 27.

Expenses of the Judicial Department.

**§ 7A-300. Expenses paid from State funds.**

(a) The operating expenses of the Judicial Department shall be paid from State funds, out of appropriations for this purpose made by the General Assembly, or from funds provided by local governments pursuant to G.S. 7A-300.1, 153A-212.1, or 160A-289.1. The Administrative Office of the Courts shall prepare budget estimates to cover the following expenses, including therein the following items and such other items as are deemed necessary for the proper functioning of the Judicial Department:

- (1) Salaries, departmental expense, printing and other costs of the appellate division.
- (2) Salaries and expenses of superior court judges, district attorneys, assistant district attorneys, public defenders, and assistant public defenders, and fees and expenses of counsel assigned to represent indigents under the provisions of Subchapter IX of this Chapter.
- (3) Salaries, travel expenses, departmental expense, printing and other costs of the Administrative Office of the Courts.
- (4) Salaries and travel expenses of district judges, magistrates, and family court counselors.
- (5) Salaries and travel expenses of clerks of superior court, their assistants, deputies, and other employees, and the expenses of their offices, including supplies and materials, postage, telephone and telegraph, bonds and insurance, equipment, and other necessary items.
- (6) Fees and travel expenses of jurors, and of witnesses required to be paid by the State.
- (7) Compensation and allowances of court reporters.
- (8) Briefs for counsel and transcripts and other records for adequate appellate review when an appeal is taken by an indigent person.
- (9) Transcripts of preliminary hearings in indigency cases and, in cases in which the defendant pays for a transcript of the preliminary hearing, a copy for the district attorney.
- (10) Transcript of the evidence and trial court charge furnished the district attorney when a criminal action is appealed to the appellate division.
- (11) All other expenses arising out of the operations of the Judicial Department which by law are made the responsibility of the State.
- (12) Operating expenses of the Judicial Standards Commission.



(b) Repealed by Session Laws 1971, c. 377, s. 32. (1965, c. 310, s. 1; 1967, c. 108, s. 9; c. 1049, s. 5; 1969, c. 1013, s. 2; 1971, c. 377, ss. 18, 21; 1973, c. 47, s. 2; c. 503, ss. 10, 11; 2000-67, s. 15.4(c); 2010-31, s. 29.7(a); 2022-47, s. 21(b); 2022-74, s. 16.3(b).)

LL 2-7-24  
CW 2-7-26

RELEASE DATE FEBRUARY 15, 2024													
NAME	TOWNSHIP	TOWN	FIRE DISTRICT	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	TOWN TAX	FIRE DISTRICT	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
PCMH MANAGEMENT INC	13	T-72		2023	6682641			\$ 4,936.95				\$ 4,936.95	PROPERTY IS EXEMPT
PCMH MANAGEMENT INC	13	T-72		2023	6682640			\$ 10,999.51				\$ 10,999.51	PROPERTY IS EXEMPT
GRAND TOTAL						\$ -	\$ -	\$ 15,936.46	\$ -	\$ -	\$ -	\$ 15,936.46	
SUBMITTED BY: <i>[Signature]</i> FINAL APPROVAL BY: <i>[Signature]</i> DATE APPROVED: <i>3-8-24</i>													

**TOWN OF KENANSVILLE**  
**TAX REQUEST**

RELEASE DATE MARCH 4, 2024

RELEASE DATE MARCH 4, 2024													
NAME	TOWNSHIP	TOWN	FIRE DISTRICT	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	TOWN TAX	FIRE DISTRICT	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
BELL, KENNETH GRICE	13	T-72		2023	10005459			\$ 138.39		\$ 13.84		\$ 152.23	BOAT VALUED INCORRECTLY FOR 2023
GRAND TOTAL						\$ -	\$ -	\$ 138.39	\$ -	\$ 13.84	\$ -	\$ 152.23	
SUBMITTED BY: 	FINAL APPROVAL BY: 			DATE APPROVED: 3-5-24									



**TOWN OF MAGNOLIA****TAX REQUEST**

RELEASE DATE MARCH 4, 2024

RELEASE DATE MARCH 4, 2024													
NAME	TOWNSHIP	TOWN	FIRE DISTRICT	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	TOWN TAX	FIRE DISTRICT	LATE LIST PENALTY	SOLID WASTE	TOTAL RELEASE	REASON FOR RELEASE
ALLEN, KENNETH EARL	12	T76		2023	0057051			\$ 368.08				\$ 368.08	UTILITY STORAGE BUILDING DOUBLE LISTED
ALLEN, KENNETH EARL	12	T76		2022	0057051			\$ 368.08				\$ 368.08	UTILITY STORAGE BUILDING DOUBLE LISTED
ALLEN, KENNETH EARL	12	T76		2021	0057051			\$ 368.08				\$ 368.08	UTILITY STORAGE BUILDING DOUBLE LISTED
GRAND TOTAL						\$ -	\$ -	1,104.24	\$ -	\$ -	\$ -	\$ 1,104.24	
SUBMITTED BY: Amy L. [Signature] FINAL APPROVAL BY: [Signature] DATE APPROVED: 3/12/24													

# Agenda



## Airport Commission Month End Report February 2024



### Airport Staff

Josh Raynor Airport Director  
Danny Oxendine Airport Technician  
AJ Warren Sub Airport Technician

### Airport Commission Members

Larry Debose, Vice Chair Grey Morgan  
Joe Bryant Dexter Edwards  
AJ Connors Scotty Kennedy  
Roger Davis Jerry Tysinger  
Jack Alphin, Chair

### Operating Hours

Monday - Friday 7am - 6pm  
Saturday 8am - 6pm  
Sunday 1pm - 6pm  
**Closed**  
Thanksgiving & Christmas Day

Month	Av-Gas Sales	Jet-A Sales	Total	Av-Gas Gals	Jet-A Gals	Total	Previous FY Gallons
July	\$8,946.33	\$43,465.46	\$52,411.79	1,654.08	11,207.38	12,861.46	18,946.72
August	\$7,015.58	\$71,587.02	\$78,602.60	1,272.03	16,750.29	18,022.32	26,582.48
September	\$8,740.47	\$52,338.35	\$61,078.82	1,583.66	11,395.90	12,979.56	17,152.58
October	\$19,568.44	\$131,393.10	\$150,961.54	3,692.13	28,870.81	32,562.94	23,283.74
November	\$8,328.76	\$97,974.81	\$106,303.57	1,597.44	22,076.08	23,673.52	15,743.63
December	\$11,165.75	\$42,477.58	\$53,643.33	2,259.07	9,606.23	11,865.30	11,406.66
January	\$5,256.03	\$69,409.50	\$74,665.53	1,047.24	16,873.72	17,920.96	14,740.29
February	\$8,790.09	\$51,609.69	\$60,399.78	1,732.05	11,767.63	13,499.68	16,364.15
March			\$0.00			0.00	31,026.20
April			\$0.00			0.00	20,870.16
May			\$0.00			0.00	14,641.42
June			\$0.00			0.00	17,410.79
<b>TOTAL</b>	<b>\$77,811.45</b>	<b>\$560,255.51</b>	<b>\$638,066.96</b>	<b>14,837.70</b>	<b>128,548.04</b>	<b>143,385.74</b>	<b>228,168.82</b>

Products Sold	February	YTD
Hangar/Shop Rental	\$18,330.00	\$145,120.83
Oil Sales	\$0.00	\$504.41
Call Out Fees	\$0.00	\$1,575.00
Ramp Fees	\$0.00	\$400.00
Vending	\$245.00	\$1,032.50
Tiedown Fees	\$0.00	\$30.00
Ground Lease	\$0.00	\$29,305.50
Misc. Revenue	\$0.00	\$10,072.26
Fuel Sales	\$60,399.78	\$638,066.96
<b>Total Sales- All Products</b>	<b>\$78,974.78</b>	<b>\$826,107.46</b>

### Fuel by Percentage

<b>Av-Gas % of Total</b>	<b>10%</b>
Full Price Gals	47%
Discounted Gals	53%
Avg Gals Av-Gas/Month	1,855
<b>Jet-A % of Total</b>	<b>90%</b>
Full Price Gals	9%
Discounted Gals	91%
Avg Gals Jet-A/Month	16,069
Avg Gals/Mth Both Fuels	17,923.00
Avg Gals/Mth Both Fuels Last Year	19,014.00

### Operations YTD Totals

	# Aircraft	# Operations	# Passengers
July	509	1017	1201
Aug	533	1066	1303
Sept	432	863	1004
Oct	633	1266	1457
Nov	459	917	1079
Dec	422	843	1054
Jan	381	761	928
Feb	299	597	716
Mar			
Apr			
May			
Jun			
<b>Totals</b>	<b>3668</b>	<b>7330</b>	<b>8742</b>
Avg/Mth	458.5	916.3	1092.8

### Facts and Figures

Airport Commission meets 4th Tuesday's at 7pm  
DPL Total Economic Impact is \$70,000,000.00  
2023 Based Aircraft Value is ~\$37,626,623.00  
Based A/C values up \$847,000 over last year  
~40 Based Aircraft  
Check us out on Facebook-Duplin County Airport  
Preferred Refueling Stop

### Recent Project Activity & Updates

Fuel sales down compared to last month  
Murphy Family Ventures started rehabbing the corporate hangar. Looking very good.  
Parrish & Partners design phase of New Connector Taxiway submitted to DOA for review.  
Fuel farm finally Q&A completed, waiting to bid, cost estimate looks good at \$1.9m  
All new T-hangars & Legacy T-hangars fully occupied. Communal hangar full now.  
Planning stages to spend money from legislator  
Still need to fill another full-time position and possibly another part-time position to fill

### Project Update

Project Name	Project #	\$ Amount
Drainage Assessment	7549	\$100,000.00
Drainage Repair	7549	\$310,000.00
Connector Txwy Design	7553	\$97,625.00
Fuel Farm Design	7554	\$99,931.00
Legislative Ask	TDB	\$5,000,000.00
<b>Total Project \$</b>		<b>\$5,607,556.00</b>

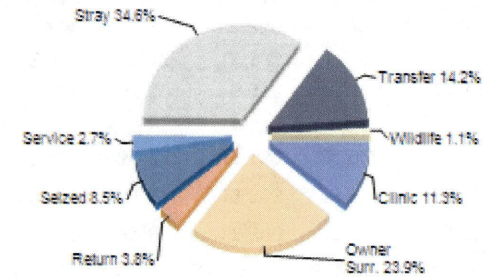
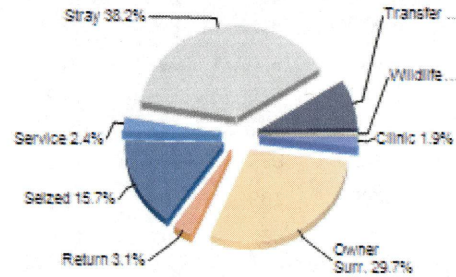
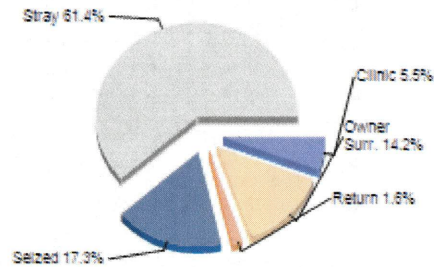
## Shelter Statistics - Intake

Start Date: February 01, 2024

End Date: February 29, 2024

USNC100  
Duplin County Animal Services

	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Intakes That were:															
Previously Altered	0	2	0	3	0	41	346	144	289	1	3,996	13,410	5,313	12,500	214
Totals by Intake															
Clinic	0	7	0	0	0	17	57	10	16	0	2,156	4,280	3,204	5,057	70
Owner Surrender	5	10	0	3	0	420	406	321	405	27	6,102	8,940	5,852	8,722	1,636
Return	0	2	0	0	0	29	68	23	44	1	928	2,092	566	1,268	84
Seized	3	14	0	5	0	135	329	69	288	13	2,157	5,849	534	2,163	437
Service	0	0	0	0	0	4	9	56	57	0	295	1,219	402	1,530	47
Stray	33	16	6	23	0	401	741	273	611	5	8,587	18,054	6,034	11,865	641
Transfer	0	0	0	0	0	149	100	97	115	0	6,221	4,203	3,821	3,945	302
Wildlife	0	0	0	0	0	0	0	0	0	16	0	0	0	0	1,416
<b>Total</b>	<b>41</b>	<b>49</b>	<b>6</b>	<b>31</b>	<b>0</b>	<b>1,155</b>	<b>1,710</b>	<b>849</b>	<b>1,536</b>	<b>62</b>	<b>26,446</b>	<b>44,637</b>	<b>20,413</b>	<b>34,550</b>	<b>4,633</b>



Earliest entry: 2/1/2024

Latest entry: 2/29/2024

Daily Use Date: 11/2/2013

Run Date: 3/5/2024 10:33:31 AM





## Shelter Statistics - Outcome

Start Date: February 01, 2024

End Date: February 29, 2024

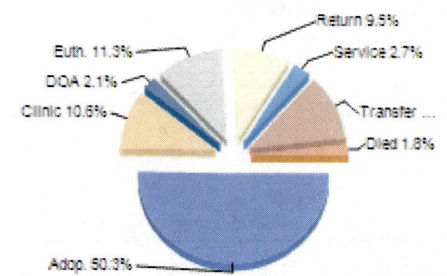
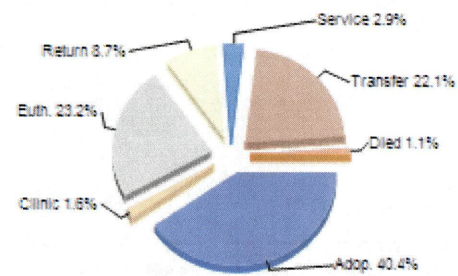
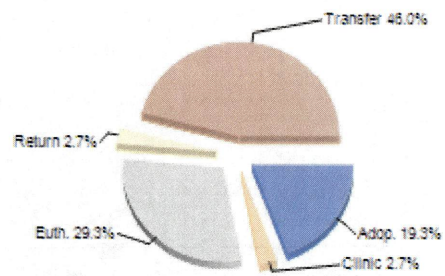
USNC100 Duplin County Animal Services	Your Shelter					North Carolina (54 organizations) <small>does not include your shelter's data</small>					United States (1301 organizations) <small>does not include your shelter's data</small>				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
<b>Person</b>															
A) Have Email Address	0	0	2	2	0	406	555	499	456	17	16,169	22,676	17,600	19,531	1,950
B) Have Phone Number	11	11	5	10	0	579	991	607	592	28	18,356	31,072	19,753	23,730	2,258
C) Have ZipCode	10	7	2	4	0	578	985	583	587	28	18,125	30,732	19,430	22,920	2,221
<b>Totals by Outcome</b>															
Adoption	11	4	5	9	0	513	597	579	504	27	15,198	17,891	16,078	16,464	2,087
Clinic	0	4	0	0	0	16	55	6	12	0	2,090	3,876	3,153	5,056	41
Died	0	0	0	0	0	11	11	10	7	0	282	294	280	331	123
DOA	0	0	0	0	0	0	3	1	6	5	45	960	42	1,200	581
Euthanasia	3	26	0	15	0	100	481	52	622	21	1,387	7,901	577	4,378	973
Missing	0	0	0	0	0	0	1	1	5	0	11	314	48	425	13
Return To Owner	0	3	0	1	0	56	350	10	59	1	1,093	9,551	403	1,646	92
Service	0	0	0	0	0	4	4	56	94	1	224	543	529	2,314	13
Transfer	42	16	4	7	0	301	330	188	376	23	4,075	5,001	2,094	4,201	548
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	290
<b>Total</b>	<b>56</b>	<b>53</b>	<b>9</b>	<b>32</b>	<b>0</b>	<b>1,001</b>	<b>1,832</b>	<b>903</b>	<b>1,685</b>	<b>78</b>	<b>24,405</b>	<b>46,331</b>	<b>23,204</b>	<b>36,015</b>	<b>4,761</b>

Earliest entry: 2/1/2024

Latest entry: 2/29/2024

Daily Use Date: 11/2/2013

Run Date: 3/5/2024 10:33:31 AM



Earliest entry: 2/1/2024  
Latest entry: 2/29/2024

Daily Use Date: 11/2/2013  
Run Date: 3/5/2024 10:33:31 AM

EMPOWERING ANIMAL WELFARE THROUGH DATA MANAGEMENT



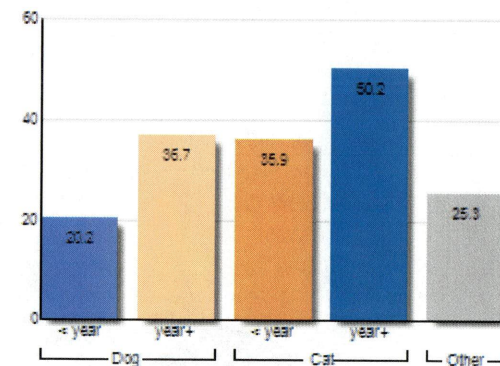
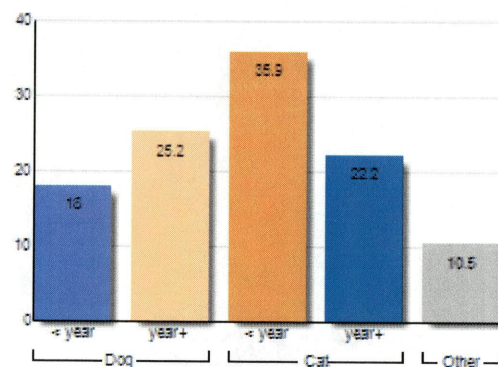
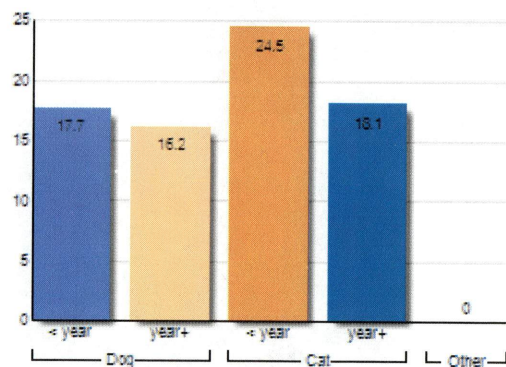
## Shelter Statistics - Avg Length of Stay by Intake Type

Start Date: February 01, 2024

End Date: February 29, 2024

USNC100  
Duplin County Animal Services

Intake Type	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Clinic	0	0.1	0	0	0	6	0.2	0	0	0	0.8	24.5	1.1	41.7	1.2
Owner Surrender	18.3	9.4	0	18.6	0	18.8	29.1	32.1	21.8	17.6	20.1	31.8	29.9	41.1	28.5
Return	36	15.9	0	0	0	14.1	45.3	9.5	61.8	19	13.3	50.9	15.5	109	36.3
Seized	17.3	26.8	0	35.5	0	18.9	24.7	31	11.2	4.5	23.1	39.9	46.3	31.9	61
Service	0	0	0	0	0	2.2	2.2	4.9	3.1	0	9.1	3.8	6.1	3.1	6.2
Stray	17	11.6	24.5	15.4	0	17.7	22.1	51.1	27.5	4.7	24.5	39.5	59.5	66.4	40.4
Transfer	0	0	0	0	0	19.3	35.5	25.8	16.1	6.3	22.5	44.1	25.3	33.6	30.8
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1.1
<b>Total</b>	<b>17.7</b>	<b>16.2</b>	<b>24.5</b>	<b>18.1</b>	<b>0</b>	<b>18</b>	<b>25.2</b>	<b>35.9</b>	<b>22.2</b>	<b>10.5</b>	<b>20.2</b>	<b>36.7</b>	<b>35.9</b>	<b>50.2</b>	<b>25.3</b>



Earliest entry: 2/1/2024

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## Shelter Statistics - Avg Length of Stay by Outcome Type

Start Date: February 01, 2024

End Date: February 29, 2024

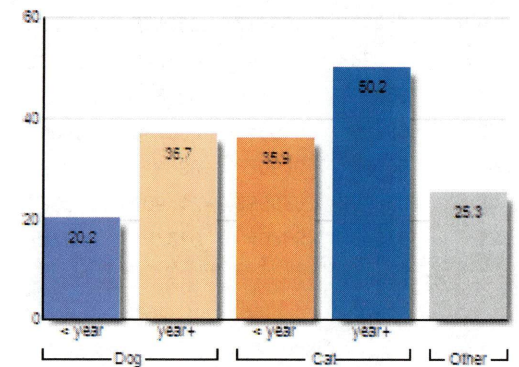
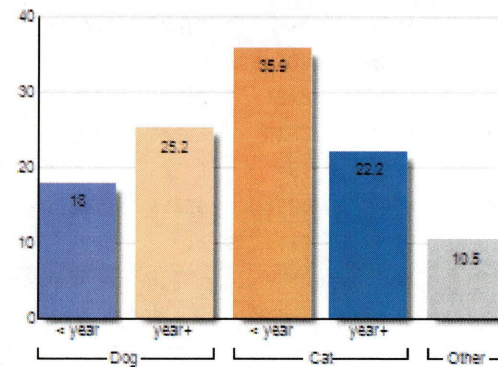
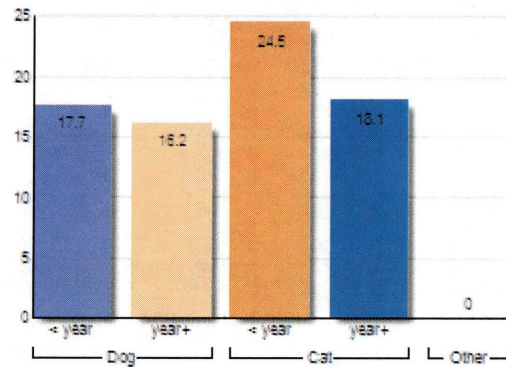
does not include your shelter's data

does not include your shelter's data

USNC100

Duplin County Animal Services

Outcome Type	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Adoption	14.2	8.3	32.4	32.9	0	25.6	46.7	48	42.7	19	25.7	57.7	44.4	50.3	44.6
Clinic	0	0.1	0	0	0	0.1	0.1	0	0	0	0.7	26.8	1.4	4.1	2.3
Died	0	0	0	0	0	4.9	65.6	40.8	594.4	0	15.1	129.2	46.5	164.8	36.8
Euthanasia	9	13.8	0	10.5	0	14.1	19.8	6.3	5.9	0	15.2	18.9	15.8	17.2	1.7
Missing	0	0	0	0	0	0	7.1	83.9	82.9	0	67.1	616.1	192.8	1251.9	158.8
Return To Owner	0	2.3	0	1	0	2.9	3.9	3.1	3.9	1.1	3.9	4	20.7	81.1	12.3
Service	0	0	0	0	0	0	0	4.6	3.2	0	4.1	4.9	4.6	4.2	18.2
Transfer	19.2	28.8	14.8	17.6	0	10.9	20.2	18.8	19	13.2	17.3	28.6	34.4	36.6	30.6
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2.2
<b>Total</b>	<b>17.7</b>	<b>16.2</b>	<b>24.5</b>	<b>18.1</b>	<b>0</b>	<b>18</b>	<b>25.2</b>	<b>35.9</b>	<b>22.2</b>	<b>10.5</b>	<b>20.2</b>	<b>36.7</b>	<b>35.9</b>	<b>50.2</b>	<b>25.3</b>



Earliest entry: 2/1/2024

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## Shelter Statistics – Animal Care Days by Intake Type

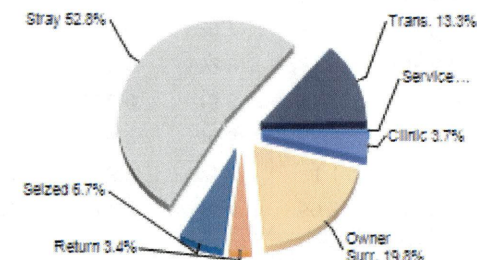
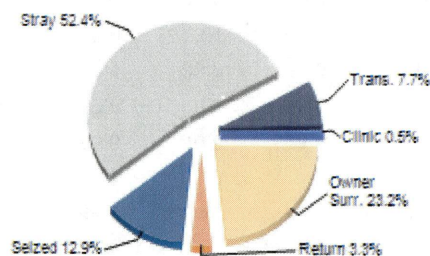
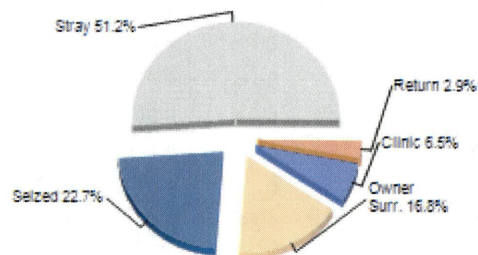
Start Date: February 01, 2024

End Date: February 29, 2024

*does not include your shelter's data*

*does not include your shelter's data*

Intake Type	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Clinic	0	139	0	0	0	184	11	13	10	0	47886	137270	49258	60378	537
Owner Surrender	228	94	14	26	0	12257	11625	11589	8468	842	286277	506717	356670	385088	63341
Return	28	34	0	0	0	969	3283	481	1535	66	31560	146988	20846	75495	2893
Seized	70	180	49	192	0	4704	12212	2782	4901	261	90059	284027	48958	83739	31952
Service	0	0	0	0	0	11	142	272	253	0	3333	9708	2832	6993	732
Stray	444	162	175	321	0	11192	57532	17108	14934	404	726031	1676739	946419	826817	87033
Transfer	0	0	0	0	0	5203	5075	2754	1706	76	291139	351597	225841	188612	16010
Wildlife	0	0	0	0	0	0	0	0	0	58	0	0	0	0	9944
<b>Total</b>	<b>770</b>	<b>609</b>	<b>238</b>	<b>540</b>	<b>0</b>	<b>34520</b>	<b>89881</b>	<b>35000</b>	<b>31807</b>	<b>1708</b>	<b>1476286</b>	<b>3113046</b>	<b>1650824</b>	<b>1627122</b>	<b>212442</b>



Earliest entry: 2/1/2024

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## Shelter Statistics – Animal Care Days by Outcome Type

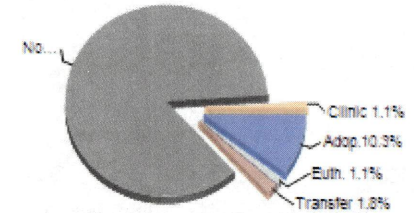
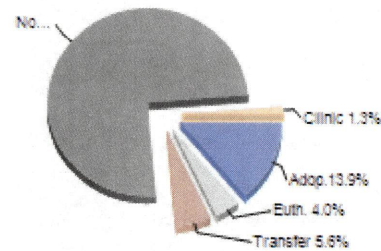
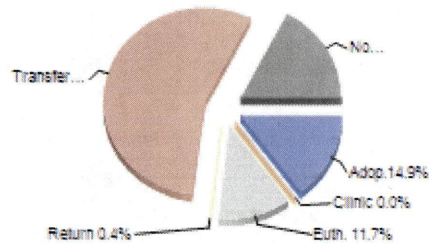
Start Date: February 01, 2024

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does not include your shelter's data

does not include your shelter's data

USNC100 Duplin County Animal Services	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
<b>Outcome Type</b>															
Adoption	130	25	106	59	0	6906	6347	8108	5172	376	206834	216882	206293	179767	24377
Clinic	0	0	0	0	0	1	3	0	0	0	1949	2009	2208	5262	59
Died	0	0	0	0	0	131	94	100	62	0	2906	2671	2687	1851	638
Euthanasia	27	124	7	95	0	1177	3465	419	2722	1	13786	52168	4001	17913	1029
Missing	0	0	0	0	0	0	7	22	81	0	2567	2839	5822	2281	283
Return To Owner	0	7	0	1	0	137	1061	46	197	1	4327	22930	3421	6895	452
Service	0	0	0	0	0	0	0	317	230	0	664	1513	2039	7288	155
Transfer	568	263	125	240	0	2870	2841	2334	2611	199	40306	45857	21971	30899	4179
Wildlife	0	0	0	0	0	0	0	0	0	0	0	0	0	0	628
No Outcome	43	189	0	144	0	23298	76061	23654	20731	1131	1202947	2766176	1402382	1374949	180632
<b>Total</b>	<b>770</b>	<b>609</b>	<b>238</b>	<b>540</b>	<b>0</b>	<b>34520</b>	<b>89881</b>	<b>35000</b>	<b>31807</b>	<b>1708</b>	<b>1476286</b>	<b>3113046</b>	<b>1650824</b>	<b>1627122</b>	<b>212442</b>



Earliest entry: 2/1/2024

Latest entry: 2/29/2024

Daily Use Date: 11/2/2013

Run Date: 3/5/2024 10:33:31 AM



## Shelter Statistics - Fees and Revenue

Start Date: February 01, 2024

End Date: February 29, 2024

USNC100

Duplin County Animal Services

does not include your shelter's data

does not include your shelter's data

### Intake Revenue

#### Fees

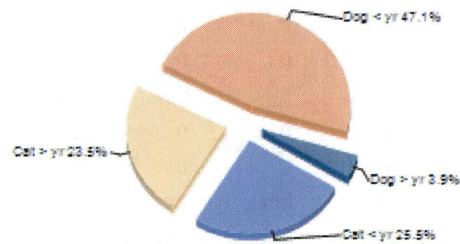
	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Avg Fees (\$)	0	0	0	10	0	20	26	21	19	25	61	74	51	57	40
Total Revenue (\$)	0	0	0	20	0	60	340	85	155	50	27,371	141,734	27,151	91,981	9,857

### Adoption Revenue

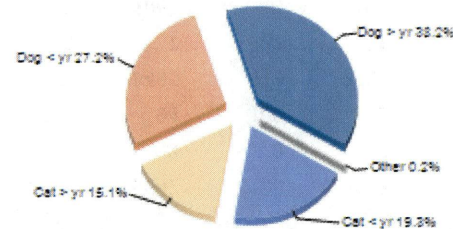
#### Fees

	Your Shelter					North Carolina (54 organizations)					United States (1301 organizations)				
	Dog		Cat		Other	Dog		Cat		Other	Dog		Cat		Other
	< year	year+	< year	year+		< year	year+	< year	year+		< year	year+	< year	year+	
Avg Fees (\$)	20	10	22	15	0	98	96	77	60	11	226	123	102	71	41
Total Revenue (\$)	120	10	65	60	0	16,521	23,219	11,733	9,157	100	1,489,773	1,060,938	633,805	568,149	38,127

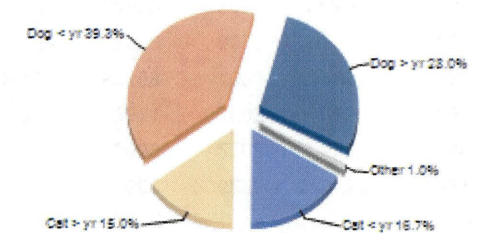
Total Adoption Revenue



Total Adoption Revenue



Total Adoption Revenue



Earliest entry: 2/1/2024

Latest entry: 2/29/2024

Daily Use Date: 11/2/2013

Run Date: 3/5/2024 10:33:31 AM





# Revenue Report

Print Date Tuesday, March 5, 2024

Receipt Date From	2/1/2024 12:00:00 AM	Item	All
Receipt Date To	2/29/2024 11:59:00 PM	Item Group	All
Account Code	All	Site	All
Cash Drawer	All	Payment Type	All
Refunds	Include		

<u>Receipt#</u>	<u>Account</u>	<u>Receipt Date</u>	<u>Animal</u>	<u>Person</u>	<u>Payment</u>	<u>Subtotal</u>	<u>Discount</u>	<u>Reason</u>	<u>Tax</u>	<u>Total Due</u>	<u>Total</u>
<u>Paid Cash</u>		<u>Paid Check</u>		<u>Paid Debit</u>		<u>Paid Credit Card</u>		<u>Paid Gift Card</u>		<u>Paid Voucher</u>	
<u>Item</u>	<u>Code</u>	<u>Cash Drawer</u>			<u>Type</u>	<u>(# Units @ Price)</u>	<u>Staff Person</u>	<u>Reference</u>		<u>Total Paid</u>	
<u>Item Number</u>		<u>IRN</u>			<u>UPC#</u>	<u>Item Type</u>		<u>Item Category</u>		<u>Late Fee</u>	
<u>(# Units @ Cost)</u>		<u>Markup %</u>	<u>Tax Code 1 (\$)</u>		<u>Tax Code 2 (\$)</u>		<u>Discount %</u>	<u>Site</u>			

						<u>SubTotal</u>	<u>Discount</u>		<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
* DOG AT- LARGE PROHIBITED 1ST						Group % of Total Sales: 1.18%	\$50.00	\$0.00	\$0.00	\$0.00/\$50.00	\$50.00
<No Account Code>						Total Items: 1	\$50.00	\$0.00	\$0.00	\$50.00	\$50.00
						<u>SubTotal</u>	<u>Discount</u>		<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
*CANINE ADOPTION FEE						Group % of Total Sales: 2.37%	\$100.00	\$0.00	\$0.00	\$0.00/\$100.00	\$100.00
<No Account Code>						Total Items: 10	\$100.00	\$0.00	\$0.00	\$100.00	\$100.00
						<u>SubTotal</u>	<u>Discount</u>		<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
*CRUELTY AND NEGLECT						Group % of Total Sales: 5.92%	\$250.00	\$0.00	\$0.00	\$0.00/\$250.00	\$250.00
<No Account Code>						Total Items: 1	\$250.00	\$0.00	\$0.00	\$250.00	\$250.00
						<u>SubTotal</u>	<u>Discount</u>		<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
*DUTY TO CONTROL-1ST 762440005						Group % of Total Sales: 1.18%	\$50.00	\$0.00	\$0.00	\$0.00/\$50.00	\$50.00
76-2440-005						Total Items: 1	\$50.00	\$0.00	\$0.00	\$50.00	\$50.00
						<u>SubTotal</u>	<u>Discount</u>		<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
*FELINE ADOPTION FEE						Group % of Total Sales: 2.49%	\$105.00	\$0.00	\$0.00	\$0.00/\$105.00	\$105.00
<No Account Code>						Total Items: 7	\$105.00	\$0.00	\$0.00	\$105.00	\$105.00
						<u>SubTotal</u>	<u>Discount</u>		<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
*LONNIE'S ANGELS 72-22065						Group % of Total Sales: 18.55%	\$783.00	\$0.00	\$0.00	\$0.00/\$783.00	\$783.00
<No Account Code>						Total Items: 9	\$783.00	\$0.00	\$0.00	\$783.00	\$783.00

# Revenue Report

<b>*NUISANCE ANIMAL PROHIBITE 1ST</b>	Group % of Total Sales: 1.18%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$50.00	\$0.00	\$0.00	\$0.00/\$50.00	\$50.00
<No Account Code>	<b>Total Items: 1</b>	\$50.00	\$0.00	\$0.00	\$50.00	\$50.00
<b>*RESCUE DOG TRANSFER FEES 4380-34346</b>	Group % of Total Sales: 17.06%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$720.00	\$0.00	\$0.00	\$0.00/\$720.00	\$720.00
	<b>Total Items: 28</b>	\$720.00	\$0.00	\$0.00	\$720.00	\$720.00
<b>1BORDETELLA BRONCHISEPTICA</b>	Group % of Total Sales: 3.08%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$130.00	\$0.00	\$0.00	\$0.00/\$130.00	\$130.00
<No Account Code>	<b>Total Items: 13</b>	\$130.00	\$0.00	\$0.00	\$130.00	\$130.00
<b>1CANINE VOUCHER 72-2206-001</b>	Group % of Total Sales: 11.85%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$500.00	\$0.00	\$0.00	\$0.00/\$500.00	\$500.00
<No Account Code>	<b>Total Items: 5</b>	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00
<b>1Duramune Max 5 VACCINE ONLY</b>	Group % of Total Sales: 3.08%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$130.00	\$0.00	\$0.00	\$0.00/\$130.00	\$130.00
<No Account Code>	<b>Total Items: 13</b>	\$130.00	\$0.00	\$0.00	\$130.00	\$130.00
<b>1FELINE VOUCHER 72-2206-001 72-2206-001</b>	Group % of Total Sales: 11.37%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$480.00	\$0.00	\$0.00	\$0.00/\$480.00	\$480.00
	<b>Total Items: 6</b>	\$480.00	\$0.00	\$0.00	\$480.00	\$480.00
<b>1FELOCELL CVR-C</b>	Group % of Total Sales: 1.42%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$60.00	\$0.00	\$0.00	\$0.00/\$60.00	\$60.00
<No Account Code>	<b>Total Items: 6</b>	\$60.00	\$0.00	\$0.00	\$60.00	\$60.00
<b>1RABVAC1</b>	Group % of Total Sales: 4.50%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$190.00	\$0.00	\$0.00	\$0.00/\$190.00	\$190.00
<No Account Code>	<b>Total Items: 19</b>	\$190.00	\$0.00	\$0.00	\$190.00	\$190.00
<b>Admin Fee</b>	Group % of Total Sales: 2.84%	<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>
		\$120.00	\$0.00	\$0.00	\$0.00/\$120.00	\$120.00
<No Account Code>	<b>Total Items: 12</b>	\$120.00	\$0.00	\$0.00	\$120.00	\$120.00
		<u>SubTotal</u>	<u>Discount</u>	<u>Tax</u>	<u>Total Due / Paid</u>	<u>Total</u>



# Revenue Report

<b>BITE IVESTIGATION</b>		Group % of Total Sales: 5.92%	\$250.00	\$0.00	\$0.00	\$0.00/\$250.00	\$250.00
<No Account Code>		<b>Total Items: 1</b>	\$250.00	\$0.00	\$0.00	\$250.00	\$250.00
<b>BOARDING FEE</b>		Group % of Total Sales: 1.42%	<u>SubTotal</u> \$60.00	<u>Discount</u> \$0.00	<u>Tax</u> \$0.00	<u>Total Due / Paid</u> \$0.00/\$60.00	<u>Total</u> \$60.00
<No Account Code>		<b>Total Items: 4</b>	\$60.00	\$0.00	\$0.00	\$60.00	\$60.00
<b>OWNER SURRENDER EUTHANASIA</b>		Group % of Total Sales: 1.18%	<u>SubTotal</u> \$50.00	<u>Discount</u> \$0.00	<u>Tax</u> \$0.00	<u>Total Due / Paid</u> \$0.00/\$50.00	<u>Total</u> \$50.00
<No Account Code>		<b>Total Items: 1</b>	\$50.00	\$0.00	\$0.00	\$50.00	\$50.00
<b>OWNER SURRENDER FEE</b>		Group % of Total Sales: 0.95%	<u>SubTotal</u> \$40.00	<u>Discount</u> \$0.00	<u>Tax</u> \$0.00	<u>Total Due / Paid</u> \$0.00/\$40.00	<u>Total</u> \$40.00
<No Account Code>		<b>Total Items: 4</b>	\$40.00	\$0.00	\$0.00	\$40.00	\$40.00
<b>RECLAIM FEE</b>		Group % of Total Sales: 1.78%	<u>SubTotal</u> \$75.00	<u>Discount</u> \$0.00	<u>Tax</u> \$0.00	<u>Total Due / Paid</u> \$0.00/\$75.00	<u>Total</u> \$75.00
<No Account Code>		<b>Total Items: 3</b>	\$75.00	\$0.00	\$0.00	\$75.00	\$75.00
<b>VET FEES</b>		Group % of Total Sales: 0.66%	<u>SubTotal</u> \$28.00	<u>Discount</u> \$0.00	<u>Tax</u> \$0.00	<u>Total Due / Paid</u> \$0.00/\$28.00	<u>Total</u> \$28.00
<No Account Code>		<b>Total Items: 1</b>	\$28.00	\$0.00	\$0.00	\$28.00	\$28.00
<b>Total Price:</b>		<b>\$4,221.00</b>	<b>Total # Units Sold:</b>		<b>146</b>		
<b>Total Revenue</b>		<b>\$4,221.00</b>	<b>Total Cost:</b>		<b>\$295.95</b>		
<b>Total Discount:</b>		<b>\$0.00</b>	<b>Markup % Total - For All Items:</b>		<b>\$285.32</b>		
<b>Total Tax:</b>		<b>\$0.00</b>	<b>Markup % Total - Only for Inventory Items:</b>		<b>\$0.00</b>		
<b>Grand Total:</b>		<b>\$4,221.00</b>	<b>Total Cost % against Total Sales:</b>		<b>6.27%</b>		

# Case Detail

Print Date    Tuesday, March 5, 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	2/1/2024 12:00 AM
Case Jurisdiction	All	Include Animals	False	Date To	2/29/2024 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
	Bite / Scratch							5
	Cruelty / Neglect							1
	Enforcement							6
	Hit by automobile							1
	KILLED DOMESTICATED ANIMAL							2
	Nuisance							1
	Stray							17
	Welfare Check							2

Total Count: 36

# Outcome Summary Report

Print Date      Tuesday, March 5, 2024

Outcome StartDate	2/1/2024 12:00 AM	Outcome Type	All
Outcome EndDate	2/29/2024 11:59 PM	Outcome SubType	All
Species	All	Jurisdiction	All
Age Group	All	TransferOut Reason	All
Site	All	Outcome Status	Completed

<u>Animal#</u>	<u>Name</u>	<u>Species</u>	<u>Primary Breed</u>	<u>Age</u>	<u>Sex</u>	<u>Alter</u>	<u>Outcome Type</u>	<u>Outcome SubType</u>	<u>Outcome By</u>	<u>Recorded By</u>	
<u>ARN#</u>	<u>Secondary Breed</u>		<u>Danger</u>			<u>Danger Reason</u>	<u>Jurisdiction</u>	<u>TransferOut Reason</u>	<u>Outcome Date/Time</u>		
Adoption							Total Outcomes: 29	Total Unique Animals: 29			
Clinic Out							Total Outcomes: 4	Total Unique Animals: 4			
Euthanasia							Total Outcomes: 44	Total Unique Animals: 44			
Return to Owner/Guardian							Total Outcomes: 4	Total Unique Animals: 4			
Transfer Out							Total Outcomes: 69	Total Unique Animals: 69			
Total Count:											150

# Intake Detail Report

Print Date    Tuesday, March 5, 2024

Intake StartDate	2/1/2024	Jurisdiction	All
Intake EndDate	2/29/2024	Injury Cause	All
Intake Type	All	PreAltered	All
Intake SubType	All	Site Name	All
Species	All	Age Group	All
DOA	All	Animal Tag Type	All
Intake Status	Completed		

<u>Animal#</u>	<u>Animal Name</u>	<u>Species</u>	<u>Breed</u>	<u>Age</u>	<u>Gender</u>	<u>Color</u>	<u>PreAltered</u>	<u>IntakeDate</u>	<u>Intake Type</u>	<u>PetID</u>
<u>ARN</u>	Tag type	<u>Size</u>	<u>Location / Sublocation</u>	<u>Altered</u>	<u>Danger</u>	<u>Danger Reason</u>	<u>S/N</u>	<u>By</u>	<u>Subtype</u>	<u>DOA</u>
Clinic							Total Intakes: 7		Total Unique Animals: 7	
Owner/Guardian Surrender							Total Intakes: 18		Total Unique Animals: 18	
Return							Total Intakes: 2		Total Unique Animals: 2	
Seized / Custody							Total Intakes: 22		Total Unique Animals: 22	
Stray							Total Intakes: 78		Total Unique Animals: 78	
								Total Count:		127



<b>DUPLIN COUNTY BUILDING INSPECTIONS ACTIVITY SEPTEMBER 2023 TO FEBRUARY 2024</b>	<b>September-23</b>	<b>October-23</b>	<b>November-23</b>	<b>December-23</b>	<b>January-24</b>	<b>February-24</b>
NUMBER OF INSPECTIONS	695	830	738	568	680	748
NOTES	FLORENCE RECOVERY	FLORENCE RECOVERY	FLORENCE RECOVERY	FLORENCE RECOVERY	FLORENCE RECOVERY	FLORENCE RECOVERY
<b>BUILDING PERMITS ISSUED</b>						
NEW RESIDENCE	9	8	12	2	6	12
RESIDENTIAL ADDITION/RENOVATION/ALTERATIONS	4	9	3	3	5	10
COMMERCIAL/MULTI FAMILY NEW CONSTRUCTION	2	1	2	1	2	3
COMMERICAL ADDITION/RENOVATION/UPFIT	9	2	12	11	11	7
MANUFACTURED/MODULAR HOMES	26	24	21	16	24	31
SIGNS/ABC/DAYCARE/POOL/OTHER	7	6	7	4	9	7
STORM DAMAGE RENOVATION	0	0	0	0	0	0
RELOCATED BUILDING	0	0	0	1	0	1
STORAGE BLDG./DECK/PORCH	2	6	5	2	0	8
<b>ELECTRICAL PERMITS ISSUED</b>						
GENERAL ELECTRICAL	107	134	99	77	122	121
POULTRY/SWINE HOUSES	0	4	0	0	0	6
POOL BONDING	0	2	1	0	0	0
<b>MECHANICAL PERMITS ISSUED</b>						
MECHANICAL	62	65	49	51	63	86
<b>PLUMBING PERMITS ISSUED</b>						
PLUMBING	49	52	52	34	52	58
GAS PIPING	8	9	14	6	6	5
<b>INSULATION PERMITS ISSUED</b>						
INSULATION	1	2	2	2	2	1
FEES COLLECTED	30,424.40	32,580.80	28,646.56	22,287.80	34,114.76	39,113.16

Maintenance Type				Solid Waste Disposal			Collections			Water		
	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors	2648.64	285.23	2933.87	1292.34	285.23	1577.57						
Def Refuel	1418.51		1418.51	774.61		774.61	346.02		346.04			
Diesel Truck Service												
Diesel Equipment Service												
Garage Road Call	357.37	116.69	474.06	47.76	38.9	86.66						
General Repair	12134.66	1076.23	13210.89	1644.42	376.03	2020.45	12.3	38.91	51.21	30.26	38.91	69.17
Oil Change/Service	1202.8	298.3	1501.1				63.44	77.82	141.26	148.77	220.48	369.25
Outside Repairs	1940.39		1940.39	1090.39		1090.39						
Alignment Only												
PM Maintennce	1403.59	622.42	2026.01									
State Inspection	19.55	38.91	58.46	0.85	12.97	13.82				0.85	12.97	13.82
Tire Change	7060.56	194.51	7255.07	2508.58	142.63	2651.21	1634.13	38.91	1673.04	141.52	12.97	154.49
Tire Repair	0.58	38.91	39.49		38.91	38.91						
Wrecker Call												
Strip Vehicle												
Total	28186.65	2671.2	30857.85	7358.95	894.67	8253.62	2055.89	155.64	2211.53	321.4	285.33	606.73

Maintenance Type	Transportation			EMS			DSS			Airport		
	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors				148.1		148.1						0
Def Refuel				118.91		118.91						0







	1	2	3	4	5	6	7	8	9	10	11	12
Parts Only												
State Inspection	10.2		10.2	0.85		0.85						
Tire Change	1390		1390									
Tire Repair												
Wrecker Call												
Strip Vehicle												
Total	3527.27	0	3527.27	109.36	0	109.36	175.16	0	175.16	4184.11	0	4184.11

Maintenance Type	Part Cost	Labor Cost	Total Cost
Brakes & Rotors			
Def Refuel			
Diesel Truck Service			
Diesel Equipment Service			
Garage Road Call			
General Repair			
Oil Change/Service			
Outside Repairs			
Alignment Only			
PM Maintenance			
State Inspection			
Tire Change			

Location	Tire Repair	Wrecker Call	Strip Vehicle
1	1	1	0
2	1	1	0
3	1	1	0
4	1	1	0
5	1	1	0
6	1	1	0
7	1	1	0
8	1	1	0
9	1	1	0
10	1	1	0
11	1	1	0
12	1	1	0
13	1	1	0
14	1	1	0
15	1	1	0

Maintenance Type	Economic Development			Cooperative Extension		
	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost
Brakes & Rotors						
Def Refuel						
Diesel Truck Service						
Diesel Equipment Service						
Garage Road Call						
General Repair						
Oil Change/Service						
Outside Repairs						
Alignment Only						
PM Maintenance						
State Inspection						
Tire Change						
Tire Repair						
Wrecker Call						
Strip Vehicle						
<b>Total</b>	0	0		0	0	0



# Duplin Soil & Water Monthly Report

## Monies Received 2023-24

2023 NCACSP Beginning 07/01/2023	\$	92,814.00
2023 AgWrap Beginning 07/01/2023	\$	30,011.00
Federal EQIP/CSP Allocation 2022	\$	2,640,784.00
EWP Stream Bank Stabilization 2020	\$	546,792.50
Stream Debris Hurricane ETA	\$	237,162.00
StRap Funding	\$	1,656,157.00
EWP Watershed Rehabilitation Funding	\$	30,000.00
NC Farmland Preservation 4 Farms	\$	826,873.50
<b>TOTAL</b>	<b>\$</b>	<b>6,060,594.00</b>

January-24

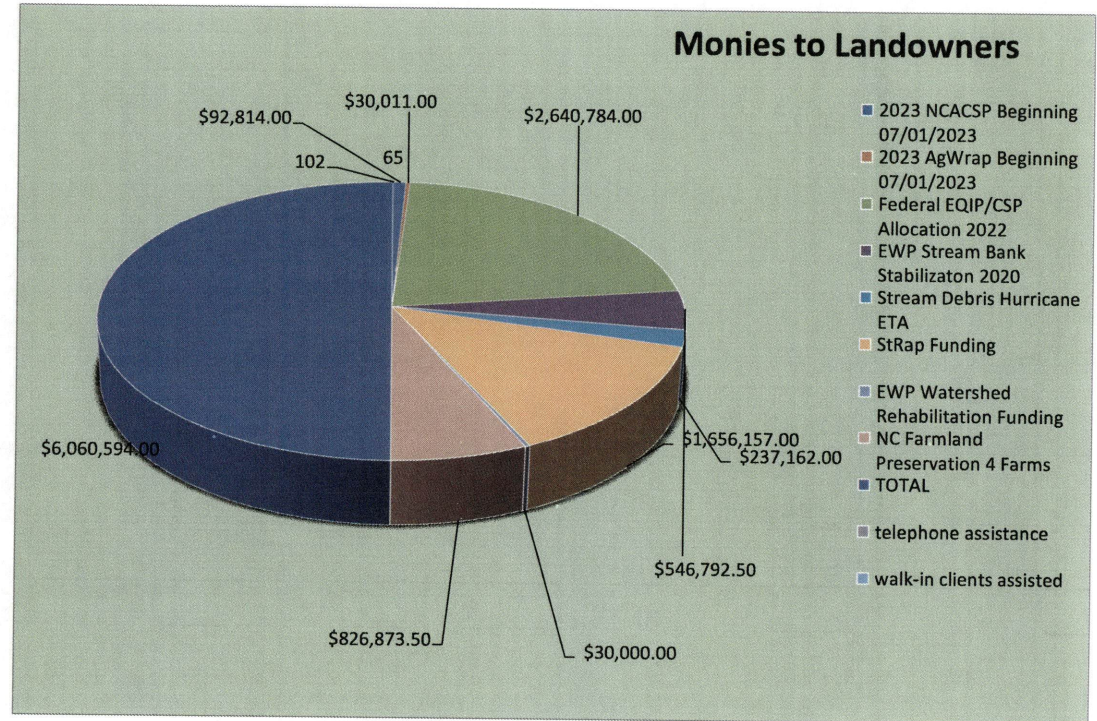
BMAP Monies collected	\$	-
BMAP Monies billed	\$	875.00
Beaver Dams Destroyed		9
New NCACSP/NCAGwrap Apps/Disaster		5
tile/subsurface drain (feet)		1,000
acreage operations assisted (WUP)		977
telephone assistance		102
walk-in clients assisted		65
Acres of Maps for clients		312
Creek miles inspected		15

*Angie B. Quinn*

signature

Thursday, February 29, 2024

## Monies to Landowners



## MILEAGE REPORT

2005 Chevy	1GCEK14V85Z321377	103,712
2007 Chevy	1GCEK19C97Z625098	139,639
2016 Ford F150	1FTEW1E86GFC68020	56,210



**SENIOR SERVICES**  
**REPORT OF SERVICES**



PROGRAM	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24
<b>NUTRITION/CONGREGATE</b>						
Units of Service	1292	1353	1156	1128	1246	1316
Clients Served	126	134	127	126	122	125
Wellness Checks/Community Outreach	0	0	25	7	12	6
# of volunteers	30	27	31	31	28	27
# of volunteer hrs.	281	282	229	236	318	302
<b>HOMEBOUND MEALS</b>						
Units of Service	1340	1740	1375	1350	1525	1165
Clients Served	68	72	71	70	63	60
Waiting List	0	0	0	0	0	3
# of volunteers	21	21	21	14	26	23
# of volunteer hrs.	25	30	30	20	34	31
<b>GENERAL TRANSPORTATION</b>						
Units of Service	248	279	254	263	272	269
Clients Served	10	14	15	14	14	10
<b>IN HOME AIDE</b>						
Units of Service	507	539	468	410	511	485
Clients Served	85	85	82	86	83	80
Waiting List	29	32	31	32	30	33
<b>ENSURE</b>						
# of cases	68	88	66	90	68	55
Clients Served	43	48	40	36	38	28
<b>HOUSING &amp; HOME IMPROVEMENT</b>						
Units of Service	1	0	0	0	1	2
Waiting List	0	3	3	3	3	2
# of volunteer hrs.	7	0	0	0	0	8
# of volunteers	35	0	0	0	0	48
<b>FAMILY CAREGIVER PROGRAM</b>						
Persons served w/vouchers	2	3	4	3	2	2
<b>INCONTINENCE SUPPLIES</b>						
Clients Served	0	0	0	1	1	1
<b>FAN PROGRAM</b>						
Fans given away	0	0	0	0	0	0
<b>SENIOR CENTER PROGRAM</b>						
Units of Service	133	176	204	150	247	283
Clients Served	27	37	43	36	39	38
# of volunteers	2	10	12	1	14	2
# of volunteer hrs.	5	11	24	3	25	4
<b>TELEPHONE REASSURANCE PROGRAM</b>						
Units of Service	266	267	230	205	263	256
Clients Served	14	14	14	14	14	14
<b>INFORMATION &amp; REFERRAL</b>						
Units of Service	16	23	14	6	13	14
Clients Served	15	23	14	6	13	12
<b>TRAINING - EMPLOYEE</b>						
Number of hours	0	0	0	42.75	0	0
Number of staff	0	0	0	7	0	0
<b>INCOME TAX VOLUNTEER PROGRAM</b>						
Number of hours	8	49	61	88	160	310
Number of volunteers	1	2	3	9	9	9
<b>MEAL COST</b>						



Meals Prepared	2727	2675	3198	3335	2402	2500
Total Expenditures	\$ 24,293.85	\$ 24,024.60	\$ 26,846.16	\$ 28,000.82	\$ 22,273.83	\$ 21,973.18
Price per meal	\$ 8.91	\$ 8.98	\$ 8.39	\$ 8.40	\$ 9.27	\$ 8.79
<b>FAMILY CAREGIVER - SUPPORT GROUP</b>						
Persons served	0	5	4	4	3	6
<b>ARPA - CONGREGATE MEALS</b>						
# of meals	25	25	25	20	30	20
Persons served	3	5	2	1	2	2
Breakfast Bundles		61	97	21	9	80
<b>ARPA - HOME DELIVERED MEALS</b>						
# of meals	60	60	80	80	100	80
Persons served	3	3	4	4	4	4
Breakfast Bundles		47	0	0	66	0

**DOT LIN COUNTY SOLID WASTE**

**YEAR END CATEGORY TOTALS**

**2023-2024**

CATEGORY	DESCRIPTION	JULY '23	AUG '23	SEPT '23	OCT '23	NOV '23	DEC '23	JAN '24	FEB '24	MAR '2	APR '24	MAY '24	JUN '24	TOTALS
**	GARBAGE	3361.63	3482.25	3224.57	3533.47	3175.90	3082.36	3513.32	3111.25	0.00	0.00	0.00	0.00	26484.75
6	SCRAP METAL	49.08	53.42	57.52	52.05	43.67	45.33	50.86	45.44	0.00	0.00	0.00	0.00	397.37
19	YARD WASTE	169.53	88.88	170.94	215.65	1600.44	1247.30	666.51	505.16	0.00	0.00	0.00	0.00	4664.41
20	BRICKS, ETC.	36.57	64.88	27.44	78.21	19.05	141.57	60.44	70.63	0.00	0.00	0.00	0.00	498.79
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	56.35	79.63	102.27	94.08	88.14	62.37	72.76	73.88	0.00	0.00	0.00	0.00	629.48
40	MIXED PAPER	10.71	13.54	10.93	13.62	12.88	13.01	12.52	12.29	0.00	0.00	0.00	0.00	99.50
42	GLASS	12.67	8.60	26.09	8.04	13.02	15.89	11.31	8.41	0.00	0.00	0.00	0.00	104.03
44	CARDBOARD	11.12	11.53	9.52	11.01	11.49	16.46	11.76	13.77	0.00	0.00	0.00	0.00	96.66
47	PLASTIC	3.92	4.59	4.37	3.86	3.87	3.90	4.27	3.58	0.00	0.00	0.00	0.00	32.36
48	CANS	0.81	1.03	3.28	1.50	1.84	1.75	1.98	2.38	0.00	0.00	0.00	0.00	14.57
109	ELECTRONICS	1.18	2.11	0.52	1.82	0.81	2.66	2.58	0.40	0.00	0.00	0.00	0.00	12.08
***	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
19/124	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		3713.57	3810.46	3637.45	4013.31	4971.11	4632.60	4408.31	3847.19	0.00	0.00	0.00	0.00	33034.00
	TOTAL MSW	3361.63	3482.25	3224.57	3533.47	3175.90	3082.36	3513.32	3111.25	0.00	0.00	0.00	0.00	26484.75

\*\* 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

**DUPLIN COUNTY SOLID WASTE  
MONTHLY CATEGORY TOTALS**

FEB '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			0.40													0.40
Household Garbage	29.94	22.37	33.31	48.06	26.77	45.71	36.29	41.45	27.03	30.37	30.94	19.00	57.19	13.87	44.28	506.58
Household Bulky	6.73	4.03	26.83	17.18	8.31	10.60	11.85	19.07	4.46	17.75	9.50	32.97	18.19	2.11	37.39	226.97
Recycled Paper	0.91	0.75	0.93	0.98	1.31	0.86	0.41	1.15	0.78	0.82	0.43		1.33	0.83	0.80	12.29
Household Appliances							2.86		2.20	2.96						8.02
Household Cardboard	0.35	0.57	0.62	0.65	0.81	0.70	0.44	0.76	0.50	0.43	0.96		1.35	0.56	0.37	9.07
Household Plastics	0.22		0.23	0.48	0.17	0.20	0.31	0.53	0.27			0.27	0.47	0.18	0.25	3.58
Household Tires		0.35		0.49	0.30	0.30		0.48			0.46					2.38
Household Metal	2.01	2.04	4.06	3.08	3.35	3.02	2.87	2.73	2.36	2.34	1.16	2.70	5.12	1.71	4.26	42.81
<b>Totals</b>	<b>40.16</b>	<b>30.11</b>	<b>66.38</b>	<b>70.92</b>	<b>41.02</b>	<b>61.39</b>	<b>55.03</b>	<b>66.17</b>	<b>37.60</b>	<b>54.67</b>	<b>43.45</b>	<b>54.94</b>	<b>83.65</b>	<b>19.26</b>	<b>87.35</b>	<b>812.10</b>
<b>Private Sector</b>																
Electronics							<u>Citations:</u>		55.00							
Household Waste	505.16															
Household Concrete	70.63						<b>Duplin Commons/Events</b>									
Household Construction	744.39						Paper									
Household Cardboard	9.82						Cardboard									
Household Tires	73.88						Plastics									
Household Garbage	1438.77						No Chge MSW		8.34							
Recycled Paper							<b>TOTAL</b>		8.34							
Household Appliances	0.39															
Household Cardboard	4.70															
Household Plastic																
Household Tires																
Household Metal	2.63															
Household Chge MSW	12.46															
Household Loads	163.92															
<b>TOTAL</b>	<b>3026.75</b>															