



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

**Tuesday, September 7<sup>th</sup>, 2021**

**224 Seminary Street**

**Kenansville, NC 28349**

- 6:00 p.m.** Meeting Called to Order  
Invocation  
Pledge of Allegiance  
Approval of Meeting Agenda  
Approval of Minutes - Regular Meeting held on August 16<sup>th</sup>, 2021 **(A)**

### **REGULAR MEETING AGENDA**

#### **CONSENT AGENDA**

1. Budget Amendment Journal Entry Report **(B)**
2. Tax and Solid Waste Releases- # 18702-18811 **(C)**
3. Flood Buyout Property Lease and Maintenance Agreement **(D)**
4. Request to Re-Appoint Ms. Anne Taylor to the Duplin County Jury Commission **(E)**

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

- Administrative Budget Amendment Journal Entry Report **(F)**

#### **REGULAR AGENDA ITEMS OF BUSINESS**

- 6:05 p.m.** Public Comments (limited to three (3) minutes per speaker)  
**6:10 p.m.** Mr. Davis H. Brinson, County Manager/ Clerk to the Board  
Receive Road/Highway Concerns on behalf of NCDOT **(G)**

- 6:15 p.m.** Melissa Kennedy, E-911 Addressing  
Request Two (2) Public Hearings be Scheduled Regarding the Naming  
of Lanes in Glisson and Limestone Townships **(H) (I)**  
Conduct a Public Hearing Regarding the Naming of Two (2) Lanes in the  
Wolfsrape Township **(J)**  
Conduct a Public Hearing Regarding the Naming of a Lane in the Kenansville  
Township **(K)**
- 6:25 p.m.** Elizabeth Stalls, Planning  
2021 CDBG-NR Potential Application—Call for Public Hearings **(L)**
- 6:30 p.m.** Angel Venecia, Public Transportation  
Conduct Public Hearing for FY23 5311 CTP Grants-Admin. & Capital & 5310  
Elderly & Disabled Grant Applications **(M)**
- 6:35 p.m.** George Futrelle, Airport  
Request Approval of Change Order #3—Airport Capital Project #7548 **(N)**

**CLOSED SESSION**

N.C.G.S. 143-318.11 (a) (3) Legal Matters  
N.C.G.S. 143-318.11 (a) (4) Economic Development  
N.C.G.S. 143-318.11 (a) (5) Possible Acquisition of Real Property  
N.C.G.S. 143-318.11 (a) (6) Personnel Matters

- 7:05 p.m.** Carrie Shields, Economic Development  
Revolving Loan Disbursement Request **(O)**
- 7:10 p.m.** Davis H. Brinson, County Manager/Clerk to the Board  
Announcements

**REPORTS (P)**

Aging—July 2021  
Communications—August 2021  
Cowan Museum of History & Science—July 2021  
Cooperative Extension Service—June & July 2021  
Economic Development—August 2021  
Garage—August 2021  
Register of Deeds—August 2021  
Soil & Water Conservation District—August 2021

**ADJOURN**

**The Board will adjourn until Monday, September 20<sup>th</sup>, at 6:00 p.m. for a Board of County Commissioners meeting in the Duplin County Administrative Building located at 224 Seminary Street, Kenansville, NC**



**BOARD OF COUNTY COMMISSIONER'S MEETING**

**Tuesday, September 7<sup>th</sup>, 2021**

**224 Seminary Street**

**Kenansville, NC 28349**

**INFORMATION BULLETIN**

**TO:** Commissioner Branch  
Commissioner Dowe  
Commissioner Edwards  
Commissioner Garner  
Commissioner Thompson

**FROM:** Davis H. Brinson, County Manager/Clerk to the Board

**DATE:** Tuesday, September 7<sup>th</sup>, 2021

**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 State of America
1. Approval of Agenda for tonight's meeting. Members of the Board and/or the County Manager/Clerk to the Board may request to make any changes or additions to the proposed agenda.

**RECOMMENDATION:** Motion to approve the meeting agenda.

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

2. Approval of the minutes of the August 16<sup>th</sup>, 2021 meeting of the Board of Commissioners. **(A)**

**RECOMMENDATION:** Motion to approve the minutes of the August 16<sup>th</sup>, 2021 Board of Commissioners meeting as presented.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Carried \_\_\_\_\_

### **REGULAR MEETING AGENDA**

#### **CONSENT AGENDA**

1. Budget Amendment Journal Entry Report **(B)**
2. Tax and Solid Waste Releases- # 18702-18811 **(C)**
3. Flood Buyout Property Lease and Maintenance Agreement between Duplin County and the Northeast Ruritan Club **(D)**
4. Request to Re-Appoint Ms. Anne Taylor to the Duplin County Jury Commission **(E)**

**RECOMMENDATION:** 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 Entry Report **(F)**

#### **AGENDA**

1. Public Comments (limited to three (3) minutes per speaker)
2. Mr. Davis H. Brinson, County Manager and Clerk to the Board, will appear before the Board to receive any road and highway concerns on behalf of the NC Dept. of Transportation. **(G)**

3. Melissa Kennedy, E-911 Addressing Project Coordinator, will appear before the Board to Request a public hearing be scheduled on October 4, 2021 to receive public comments on a request received from Federico Rangel to name a lane at 740 Kinsey Mill Road, Mt. Olive, NC in the Glisson Township: Juanita Hernandez Lane in accordance with the Duplin County Addressing and Road Naming Ordinance. **(H)**

**RECCOMENDATION:** Motion to approve the request that public hearing to be scheduled on October 4, 2021 to receive public comments on a request from Federico Rangel to name a lane at 740 Kinsey Mill Road, Mt. Olive, NC in the Glisson Township: Juanita Hernandez Lane in accordance with the Duplin County Addressing and Road Naming Ordinance.

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

4. Melissa Kennedy, E-911 Addressing Project Coordinator, will appear before the Board to request a public hearing be scheduled on October 4, 2021 to receive public comments on a request received from Nicholas Walsh to name a lane at off of Lester Houston Road; Pink Hill, NC in the Limestone Township: Grands Lane Lane in accordance with the Duplin County Addressing and Road Naming Ordinance. **(I)**

**RECCOMENDATION:** Motion to approve the request that a public hearing to be scheduled on October 4, 2021 to receive public comments on a request from Nicholas Walsh to name a lane at off of Lester Houston Road; Pink Hill, NC in the Limestone Township: Grands Lane Lane in accordance with the Duplin County Addressing and Road Naming Ordinance.

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

5. Melissa Kennedy, E-911 Addressing Project Coordinator, will appear before the Board to conduct a public hearing regarding requests from Mr. Dwight Hill to name two (2) lanes in the 600 block of Kinsey Mill Road; Mt. Olive, N.C. in the Wolfscrape Township: Randall Hill Lane and Montoria Lane, respectively, in accordance with the Duplin County Addressing and Road Naming Ordinance. **(J)**

**RECOMENDATION:** Motion to approve the request from Mr. Dwight Hill to name two (2) lanes in the 600 block of Kinsey Mill Road; Mt. Olive, N.C. in the Wolfscrape Township: Randall Hill Lane and Montoria Lane, respectively, in accordance with the Duplin County Addressing and Road Naming Ordinance.

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

6. Melissa Kennedy, E-911 Addressing Project Coordinator, will appear before the Board to conduct a public hearing regarding a request from Melvin Bostic, Jr. to name a lane in the 1300 block of S. NC 50 Hwy.; Magnolia, N.C. in the Kenansville Township: Bostic Farm Lane in accordance with the Duplin County Addressing and Road Naming Ordinance. **(K)**

**RECOMENDATION:** Motion to approve the request from Mr. Melvin Bostic, Jr. to name a lane in the 1300 block of S. NC 50 Hwy.; Magnolia, N.C. in the Kenansville Township: Bostic Farm Lane in accordance with the Duplin County Addressing and Road Naming Ordinance.

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

7. Elizabeth Stalls, County Planner, will appear before the Board to present the 2021 CDBG-NR Potential Application. The Rural Development Division of the NC Department of Commerce has announced the availability of Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) funds for activities within the County. The program must be centered around housing. The program is centered around renovation and replacement of substandard housing for low-moderate income; populations standard housing, and most the funding must be used for LMI owner housing; can be used to address housing and other public utility, street and drainage conditions within a neighborhood, on a scattered site basis, or for emergency housing repairs; can be used for construction, reconstruction, rehabilitation or installation of public facilities in support of housing or improvement, removal of architectural barriers, promote energy efficiency; senior and community/neighborhood/recreational center, parks & playgrounds; provide shelter for persons having special needs such as shelters for the homeless, convalescent homes, hospitals, nursing homes, battered spouse shelters, half-way houses for runaway children, drug offenders or parolees, group homes for the mentally challenged/disabled, and temporary housing for persons; Water and Sewer connections for LMI persons to lines not constructed with CDBG funds; Emergency Housing Repairs. The maximum grant request is \$750,000. The Program does not require a local match; however, some level of local funding may help the application scoring in some situations such as a tiebreaker. Applications are due by October 14, 2021. The Board of Commissioners must conduct two (2) public hearings prior to submission of an application. The first is to receive public comment about possible application activities. The second is to explain to the public the contents of the proposed application. Staff recommends the Board conduct the first public hearing on September 20, 2021, and the second public hearing on October 4, 2021. (L)

**RECOMENDATION:** Motion to schedule a public hearing on September 20<sup>th</sup>, 2021 to receive public comment on possible 2021 CDBG – Neighborhood Revitalization application activities and a second public hearing on October 4<sup>th</sup>, 2021 to explain to the public the contents of the proposed 2021 CDBG-NR application.

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

8. Angel Venecia, Director of Public Transportation, will appear before the board to conduct a public hearing to receive public comments regarding the submission of the FY23 5311 CTP (Community Transportation Program) Administration and Capital and 5310 Elderly & Disabled Federal and State grants in support of Duplin County’s Public Transportation System. (M)

9. George Futrelle, Asst. County Manager/Airport Director, will appear before the Board to present Change Order #3 regarding the Airport Capital Project #7548 (NC Forestry Service Aviation Hangar Complex Project). The Duplin County Airport commission reviewed and approved Change Order #3 at their August 24, 2021 board meeting and recommends approval to the Duplin County Board of Commissioners. This change order is a net decrease in the total contract amount of \$12,700 and an increase in the number of contract days by 85. The new project completion date is scheduled for Tuesday, October 19, 2021. Once project is completed there will be annual revenue from the ground lease of approximately \$45,000 to \$50,000. (N)

**RECOMENDATION:** Motion to approve of Change Order #3 for the Duplin County Airport Capital Project #7548 - Airpark Hangar Complex Construction and authorize the Chairman to execute the change.

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

**CLOSED SESSION**

N.C.G.S. 143-318.11 (a) (3) Legal Matters

N.C.G.S. 143-318.11 (a) (4) Economic Development

N.C.G.S. 143-318.11 (a) (5) Possible Acquisition of Real Property

N.C.G.S. 143-318.11 (a) (6) Personnel Matters

**RECOMENDATION:** Motion to go out of open session and into closed session.

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

**RECOMENDATION:** Motion to go out of closed session and back into open session.

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

10. Carrie Shields, Economic development, will appear before the Board to discuss the Revolving Loan disbursement request. Carbon Cycle North Carolina, LLC has begun construction of its renewable biogas production facility on 855 Penny Branch Road in Warsaw, NC. In order to complete the wastewater upgrade requirement, Carbon Cycle North Carolina, LLC has applied for a Revolving Loan from Duplin County. The Revolving Loan amount of \$200,000 and will assist the company in making the necessary improvements to the Town of Warsaw's wastewater treatment infrastructure. (O)

**RECCOMENDATION:** Motion to support the recommendation of the Revolving Loan Committee and approve the a revolving loan of \$200,000 to Carbon Cycle North Carolina, LLC.

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

11. Davis Brinson, County Manager/ Clerk to the Board, will appear before the Board to conduct announcements.

**REPORTS (P)**

Aging—Jan & July 2021

Communications—August 2021

Cowan Museum of History & Science—July 2021

Cooperative Extension Service's The Cultivator—June & July 2021

Economic Development—July-August 2021

Garage—August 2021

Register of Deeds—August 2021

Soil & Water Conservation District—August 2021

**ADJOURN**

**The Board will adjourn until Monday, September 20<sup>th</sup>, at 6:00 p.m. for a Board of County Commissioners meeting in the Duplin County Administrative Building located at 224 Seminary Street, Kenansville, NC.**

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





**BOARD OF COUNTY COMMISSIONER'S MEETING**

**Monday, August 16<sup>th</sup>, 2021**

**224 Seminary Street**

**Kenansville, NC 28349**

The Duplin County Board of Commissioners met at 6:00 p.m. on Monday, August 16<sup>th</sup>, 2021 in the Commissioners Room located at 225 Seminary Street, Kenansville, NC.

Present: Commissioners: Dexter Edwards, Wayne Branch, and Kennedy Thompson, Elwood Garner, and Jesse Dowe, III.

Also Present: Mr. Davis H. Brinson, County Manager/Clerk to the Board; Mr. Tim Wilson, County Attorney; Ms. Tracy Chestnutt, Finance Officer; and Mrs. Trisha-Ann Hoskins, Administrative Officer.

**Call to Order**

The meeting was called to order by Chairman Edwards.

**Invocation and Pledge of Allegiance**

Invocation was given by Mr. George Futrelle, Asst. County Manager/Airport Director. The Board 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 of the proposed meeting agenda and if any member or the County Manager/Clerk to the Board wished to make any changes or additions to the agenda.

Motion was made by Commissioner Thompson, seconded by Commissioner Branch, carried unanimously to approve the August 16<sup>th</sup>, 2021 meeting agenda.

**Approval of the Minutes – Governing Body**

Motion was made by Commissioner Thompson, seconded by Commissioner Branch, carried unanimously to approve the minutes of the August 2<sup>nd</sup>, 2021 Board of Commissioners meeting.

### **CONSENT AGENDA**

#### **Approval of the Consent Agenda**

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve consent agenda, which included the following: Budget Amendment Journal Entry Report; Tax and Solid Waste Releases- # 18561-18701; Updated Duplin County Airport Rules & Regulations Ordinance.

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

Administrative Budget Amendment Journal Entry Report

### **REGULAR MEETING AGENDA**

#### **Public Comments**

No Public Comments

#### **End Public Comments**

Mr. Davis H. Brinson, County Manager and Clerk to the Board, appeared before the Board to request that the Board appoint Mrs. Trisha-Ann Hoskins as the Deputy Clerk to the Board of Commissioners to assist the Clerk. The Deputy Clerk to the Board will serve the Clerk in his job functions and act in his absence by assuming responsibilities required to continue the operation of the office including preparing agendas for Board meetings, gathering information for meeting agenda packets, and notifying Commissioners, appropriate County staff, the news media, and other interested parties of dates and times of board meetings and attending Board meetings to keep a full and accurate account and record the proceedings of the Board. The Deputy Clerk will also assist the Clerk in keeping up-to-date information on various County boards and commissions, coordinating meetings for the Commissioners and other officials; and in answering inquiries.

Motion was made by Commissioner Dowe, seconded by Commissioner Branch, carried unanimously to appoint Mrs. Trisha-Ann Hoskins as Deputy Clerk to the Board of Commissioners.

Angel Venecia, Director of Public Transportation, appeared before the Board to present and respectfully request the Board approve the submission of applications for the FY23 5311

CTP Grants- Admin (\$242,263) and Capital (\$217,685-replace three (3) transit vehicles and purchase new tablets for vehicles), and the 5310 Elderly and Disabled Mobility Grant (\$40,000) for the annual request for Federal and state funds in support of Duplin County's Public Transportation System.

Motion was made by Commissioner Garner, seconded by Commissioner Dowe, carried unanimously to submit applications on behalf of the Duplin County Public Transportation Department for FY23 Federal and State Community Transportation Program Grants for both 5311-Administrative and Capital Projects; and 5310-Elderly and Disabled Mobility Funding.

Angel Venecia, Director of Public Transportation, appeared before the Board to request that the Board schedule a public hearing to receive public comments on the submission of applications for the FY23 5311 CTP Grants- Admin (\$242,263) and Capital (\$217,685-replace three (3) transit vehicles and purchase new tablets for vehicles), and the 5310 Elderly and Disabled Mobility Grant (\$40,000) for the annual request for federal and state funds in support of Duplin County's Public Transportation System.

Motion was made by Commissioner Branch, seconded by commissioner Garner, carried unanimously to hold a public hearing on September 7<sup>th</sup>, 2021 to receive public comments on the submission of applications on behalf of the Duplin County Public Transportation Department for FY23 Federal and State Community Transportation Program Grants for both 5311-Administrative and Capital Projects; and 5310-Elderly and Disabled Mobility Funding.

Tracy Chestnutt, Finance Officer, appeared before the Board to present general information on the American Rescue Plan Act (ARPA), to discuss the expenditure of ARPA funds for the support of public health and to also discuss employee premium pay. The County will receive \$11,409,751 in ARPA funds as a result of the economic impact of the coronavirus pandemic. First, Ms. Chestnutt spoke to the Board regarding revenue replacement funds and advised that she was still waiting on guidance from the US Treasury on that issue. Secondly, she advised that ARPA allows for the support of public health expenditures which includes capital expenditures to upgrade medical facilities. Therefore, the County Manager and Finance Officer recommend the replacement of antiquated HVAC (heating, ventilation and air conditioning) systems at the Duplin County Health Department which will improve air circulation in the Health Department. It is also recommended that additional ARPA funds be used to purchase a remote internet access point (aka plum case) to be used at off-site testing and vaccine events. Ms. Chestnutt also discussed the American Rescue Plan Act (ARPA) premium pay information based on the recommendation made at the last meeting by the County Manager and Finance Officer to give county employees a bonus. The Board was advised that the US Treasury has issued an interim final rule concerning premium pay, and have advised that ARPA funds may be used by recipients to provide premium pay to eligible workers performing essential work during the COVID-19 pandemic. Ms. Chestnutt provided the Board with the definition of and information on essential work, eligible work and the measurement period of payments based on US Treasury guidance. She stated that she had been asked to do some research into the premium pay by Commissioner Garner relevant to giving a larger amount of premium pay to those employees

who worked during vaccine clinics and testing events. Ms. Chestnutt advised that she thought under the definitions of essential workers and eligible work there were many other workers who were at heightened risk for example: sworn law enforcement officers, jailers, jail cooks, 911 telecommunicators, EMTs, paramedics, in-home aids, emergency management, housekeeping staff, nutrition site attendants, health care workers employed by the Health Dept., and adult and child protective services social workers. Ms. Chestnutt asked the Board for guidance as to who to include on the list if the Board was going to entertain a tiered approach to the premium pay and also on possibly prorating the premium pay based on the time the employee worked from March 3, 2020 until the point the premium pay is issued. Chairman Edwards asked for action on the first request from the Finance Officer regarding the expenditure of ARPA funds to support public health expenditures by replacing the HVAC system at the Health Department and by purchasing a remote internet access point box.

Motion was made by Commissioner Thompson, seconded by Commissioner Dowe, carried unanimously to authorize the Finance Officer to budget ARPA funds and authorize the use of \$70,000 for the support of public health expenditures.

The Board then discussed the premium pay and the tiered approach based on employee levels of exposure. The County Manager cautioned the Board that a lot of employees will not believe the tiered approach is fair and that it was very difficult for he and Ms. Chestnutt to draw a line as to who belongs in each tier. He stated that he thought the best approach was to give all employees the same amount of premium pay. The three recommendations given the Board to consider were as follows:

1. Pay all full time and part time employees as of the date of the approval a bonus of \$2,542.37 which will provide a net deposit of \$1,500.00. The estimated pay date is September 3<sup>rd</sup> if approved on August 16, 2021. Estimated Cost: \$1,640,157 for 539 employees.
2. Pay all full and part time employees as of the date of approval a bonus of \$4,237.29 for sectors deemed critical to protect the health and well-being of residents. The following employees are deemed critical to protect the health and well-being of resident: sworn law enforcement officers, jailers, jail cooks, 911 telecommunicators, EMTs, paramedics, in-home aids, emergency management, housekeeping staff, nutrition site attendants, health care workers employed by the Health Dept., and adult and child protective services social workers. All remaining employees will be paid a bonus of \$2,542.37 including department heads in all departments. The bonus will provide a net deposit of \$2,500 and \$1,500 respectively. The same pay dates will apply as above. Estimated Cost: \$2,155,416 for 539 employees
3. Pay all full and part time employees as of the date of approval a bonus of \$4,237.29 for sectors deemed critical to protect the health and well-being of residents. The following employees are deemed critical to protect the health and well-being of resident: sworn law enforcement officers, jailers, jail cooks, 911 telecommunicators, EMTs, paramedics, in-home aids, emergency management, housekeeping staff, nutrition site attendants, health care workers employed by the Health Dept., and adult and child protective services social workers. All remaining employees will be paid a

bonus of \$2,542.37 including department heads in all departments. The bonus will provide a net deposit of \$2,500 and \$1,500 respectively for employees eligible for a full bonus. Employees will receive a prorated gross deposit based on the number of months they have worked from March 3, 2020 through the approval date. The same pay dates will apply as above. Estimated Cost: \$1,859,787 for 539 employees

The Board discussed the tiered approach and also the prorating of the bonus pay. After much discussion, the Board took the following action.

Motion was made by Commissioner Thompson, seconded by Commissioner Branch, carried unanimously to approve the bonus as laid out in option three (3) with all department heads over the employees deemed essential to be included in the net \$2,500 bonus category.

The bonus payroll will be deposited on September 3, 2021, as a separate payroll deposit.

Elizabeth Stalls, County Planner, appeared before the Board to discuss the Duplin County Flood Damage Prevention Ordinance that was last updated and adopted on April 16, 2018. Since then, changes to chapters of the NC General Statutes have necessitated the need to update our ordinance with text amendments (no substantial changes) to reference the new NCGS Articles & Chapters. For example, the 2018 ordinance's reference for Articles in Chapter 153A have been replaced in the 2021 ordinance with references for Articles in Chapter 160D. Duplin County must adopt the updated ordinance with the text amendments.

Motion was made by Commissioner Thompson, seconded by Commissioner Branch, carried unanimously to adopt the updated Duplin County Flood Damage Prevention Ordinance as presented and to authorize the Chairman to sign same.

Tracey Simmons-Kornegay, Health Director, appeared before the Board to present the Agreement Addendum Revision #1, which provides additional funds in order to include family care and behavioral health facilities as additional facility types that are served by the Regional Prevention Support Teams (RPST). This additional funding supports these teams and ensures their success in providing on-site infection prevention and control assistance, training, and consultation to all types of post-acute care facilities, particularly those facility types that do not have trained medical staff. The goal of the RPSTs is to reduce the introduction of disease through on-site training and consultation with facility staff in the use of evidence-based infection control procedures consistent with applicable CDC, CMS and HHS guidance. This initiative is particularly important for residential facilities that do not typically have health care professionals on staff. RPSTs are based in each of the 10 public health regions with operational and fiscal responsibilities managed by one lead local public health department in each region (Duplin County belongs to Region 8 which is comprised of 9 counties in the southeastern portion of NC), and supported by NC DHHS/DPH project management and program oversight. The lead health department is identified collaboratively between NC DHHS/DPH and the public health regions. Each RPST has a prevention coordinator and additional training staff based upon the number of Nursing Home and Adult Care Home beds in each region. The health department has a staffing agreement with the North Carolina Alliance of Public Health Agencies (NCAPHA). Training for the RPSTs is

provided by the Division of Public Health in collaboration with the University of North Carolina's Statewide Program for Infection Control and Epidemiology (UNC SPICE).

Motion was made by Commissioner Garner, seconded by Commissioner Thompson, carried unanimously to accept the ED Regional Prevention Support Team (AA 545 Revision #1) for \$165,622 (totaling \$413,652)) and approve the budget amendment for FY 2021-2022.

Tracey Simmons-Kornegay, Health Director, appeared before the Board to present the Agreement Addendum (AA), which provides temporary funding for the Duplin County Health Department to hire one (1) Public Health Nurse (PHN) School Health Liaison for the coordination of COVID-19 screening, testing, and vaccine administration efforts, and to coordinate other school health/public health services as described in the Memorandum of Agreements referenced in the Attachment A, Paragraph B of the Agreement Addendum for FY22 351 Child Health. The service period for this AA is from June 1, 2021 through May 31, 2022.

Motion was made by Commissioner Thompson, seconded by Commissioner Garner, carried unanimously to accept the ELC Reopening Schools SH Liaison (AA 361) for \$115,000.00 and to approve to create one (1) full-time Public Health Nurse II grant funded employee position for FY 2021-2022 at a Grade 73 and approve the associated budget amendment for FY 2021-2022.

Pamela Brame, Director of Personnel, appeared before the Board to discuss the nature of the COVID Survey that was sent out to all Duplin County employees on August 10<sup>th</sup>, 2021 for voluntary participation in order gauge employee support for face coverings/masks and to determine the reservations employees may have about the COVID vaccine, as well as other relative information. This was done so the County Commissioners, County Manager, and County Attorney, may better understand their employees, where Duplin County is as far as COVID-19 is concerned and what further action may need to be taken to protect citizens of Duplin County. The survey revealed that out of 191 employees who participated in the survey about COVID-19, the views both for and against the vaccine were pretty much evenly split, as well as on mask mandates. The results collectively showed positive feedback regarding how County government and its leaders have handled the response to the pandemic. Based on the results of the survey, it was determined that returning to the original mask mandate, regardless of vaccination status, would be beneficial and deemed fair by the majority of county employees who participated in the survey. Human Resources Director Brame requested that a mask mandate be reinstated by end of day, Friday, August 20<sup>th</sup>, 2021. The Board was also informed that the survey was taken down after it was shared on a social media platform to protect the integrity of the surveyed responses-- being from county employees only. A status report was given by Tracey Simmons-Kornegay, Health Director, about the status of the COVID-19, Delta variant, and general infection rates in Duplin County, per the request of Commissioner Dowe. Tracey Simmons-Kornegay also confirmed that the wearing of the mask by everyone does decrease the rate of infection of all COVID-19 variations. This mask mandate for County employees would be enforceable through the Personnel Policy and could result in disciplinary action of employees who do not adhere to

this mandate. The general public will also be required to wear masks/face coverings in all County buildings, facilities and vehicles.

Motion was made by Commissioner Branch, seconded by Commissioner Thompson, carried unanimously to give the County Manager the support to move forward with mandatory masks for employees and the public in County offices and facilities effective at midnight on Friday, August 20, 2021 and the Commissioners will review the policy at the second meeting in September.

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

Commissioner Dowe stepped out of closed session at 8:01 p.m.

Commissioner Dowe stepped back into closed session at 8:03 p.m.

Motion was made by commissioner Dowe, seconded by Commissioner Garner to come out of closed session and back into open session.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to amend the County Personnel Policy Section 11 (Salary Adjustments), Sub-Section B, No.8 to reflect Merit/ COLA.

Motion was made by Commissioner Garner, seconded by Commissioner Dowe, carried unanimously to adjourn until Tuesday, September 7<sup>th</sup>, at 6:00 p.m. for a Board of County Commissioners meeting in the Duplin County Administrative Building located at 224 Seminary Street, Kenansville, NC.

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Davis H. Brinson  
Clerk to the Board



09/02/2021 09:13  
chelsey.lanier

Duplin County, NC  
BUDGET AMENDMENTS JOURNAL ENTRY PROOF

P 1  
bgamdent

LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT LINE DESCRIPTION	DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY	AMEND			
2022	03	2	09/07/2021		BUA	090621C	1	2			
1	5110	38403		HEALTH		CARES Act		.00	-307.87	-307.87	
	10-50-5100-5110-000-38403							09/07/2021			
2	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-4,907.13	-4,907.13	
	10-41-4100-0000-000-39951					COVID Cares Program		09/07/2021			
3	5134	42013		CARES		LAB PROCESSING		.00	5,215.00	5,215.00	
	10-50-5100-5134-000-42013					COVID Cares Program		09/07/2021			
						** JOURNAL TOTAL			0.00		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY	AMEND			
2022	03	3	09/07/2021		BUA	090621C	1	2			
1	5110	34600		HEALTH		CDC-ELC Cooperative Agreement		.00	-470,783.34	-470,783.34	
	10-50-5100-5110-000-34600							09/07/2021			
2	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-485,803.66	-485,803.66	
	10-41-4100-0000-000-39951					ELC Enhancing Detection		09/07/2021			
3	5113	40121		COMMUNICABLE DISEASE		SALARIES		57,400.00	286,181.00	343,581.00	
	10-50-5100-5113-000-40121					ELC Enhancing Detection		09/07/2021			
4	5113	40181		COMMUNICABLE DISEASE		SOCIAL SECURITY		4,300.00	28,271.00	32,571.00	
	10-50-5100-5113-000-40181					ELC Enhancing Detection		09/07/2021			
5	5113	40182		COMMUNICABLE DISEASE		RETIREMENT		4,800.00	33,277.00	38,077.00	
	10-50-5100-5113-000-40182					ELC Enhancing Detection		09/07/2021			
6	5113	40183		COMMUNICABLE DISEASE		HOSPITAL INSURANCE		9,400.00	25,795.00	35,195.00	
	10-50-5100-5113-000-40183					ELC Enhancing Detection		09/07/2021			
7	5113	41860		COMMUNICABLE DISEASE		WORKERS COMPENSATION		.00	1,070.00	1,070.00	
	10-50-5100-5113-000-41860					ELC Enhancing Detection		09/07/2021			
8	5113	41990		COMMUNICABLE DISEASE		PROFESSIONAL SERVICES		2,238.00	16,220.00	18,458.00	
	10-50-5100-5113-000-41990					ELC Enhancing Detection		09/07/2021			
9	5113	42013		COMMUNICABLE DISEASE		LAB PROCESSING		2,031.00	88,875.00	90,906.00	
	10-50-5100-5113-000-42013					ELC Enhancing Detection		09/07/2021			
10	5113	42420		COMMUNICABLE DISEASE		IN HOUSE LAB		3,500.00	2,000.00	5,500.00	
	10-50-5100-5113-000-42420					ELC Enhancing Detection		09/07/2021			



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LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT LINE DESCRIPTION	DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2022	03	3 09/07/2021			BUA 090621C	1 2				
11	5113	42600		COMMUNICABLE DISEASE	OFFICE SUPPLIES		1,500.00	413.00	1,913.00	
	10-50-5100-5113-000-42600				ELC Enhancing Detection		09/07/2021			
12	5113	42980		COMMUNICABLE DISEASE	PROGRAM SUPPLIES		1,500.00	474,236.00	475,736.00	
	10-50-5100-5113-000-42980				ELC Enhancing Detection		09/07/2021			
13	5133	43210		CDC-ELC Cooperative Agreement	TELEPHONE		.00	8.00	8.00	
	10-50-5100-5133-000-43210				ELC Enhancing Detection		09/07/2021			
14	5133	43250		CDC-ELC Cooperative Agreement	POSTAGE		.00	241.00	241.00	
	10-50-5100-5133-000-43250				ELC Enhancing Detection		09/07/2021			
					** JOURNAL TOTAL			0.00		
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2022	03	4 09/07/2021			BUA 090621C	1 2				
1	5110	35175		HEALTH	CDC COVID-19		.00	-1,023.20	-1,023.20	
	10-50-5100-5110-000-35175						09/07/2021			
2	4100	39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-71,550.80	-71,550.80	
	10-41-4100-0000-000-39951						09/07/2021			
3	5178	40121		CDC COVID-19	SALARIES		.00	53,001.00	53,001.00	
	10-50-5100-5178-000-40121						09/07/2021			
4	5178	40181		CDC COVID-19	SOCIAL SECURITY		.00	4,055.00	4,055.00	
	10-50-5100-5178-000-40181						09/07/2021			
5	5178	40182		CDC COVID-19	RETIREMENT		.00	3,928.00	3,928.00	
	10-50-5100-5178-000-40182						09/07/2021			
6	5178	40183		CDC COVID-19	HOSPITAL INSURANCE		.00	6,456.00	6,456.00	
	10-50-5100-5178-000-40183						09/07/2021			
7	5178	41860		CDC COVID-19	WORKERS COMPENSATION		.00	134.00	134.00	
	10-50-5100-5178-000-41860						09/07/2021			
8	5178	42980		CDC COVID-19	PROGRAM SUPPLIES		.00	2,450.00	2,450.00	
	10-50-5100-5178-000-42980						09/07/2021			
9	5178	42600		CDC COVID-19	OFFICE SUPPLIES		.00	2,450.00	2,450.00	
	10-50-5100-5178-000-42600						09/07/2021			

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LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2022	03	4	09/07/2021		BUA 090621C	1 2			
10	5178	42500		CDC COVID-19	VEHICLE GASOLINE		.00	100.00	100.00
		10-50-5100-5178-000-42500					09/07/2021		
** JOURNAL TOTAL								0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2022	03	5	09/07/2021		BUA 090621C	1 2			
1	4100	39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-12,809.00	-12,809.00
		10-41-4100-0000-000-39951					09/07/2021		
2	5132	40121		COVID19	SALARIES		.00	2,927.25	2,927.25
		10-50-5100-5132-000-40121					09/07/2021		
3	5132	40181		COVID19	SOCIAL SECURITY		.00	990.20	990.20
		10-50-5100-5132-000-40181					09/07/2021		
4	5132	40182		COVID19	RETIREMENT		.00	803.11	803.11
		10-50-5100-5132-000-40182					09/07/2021		
5	5132	40183		COVID19	HOSPITAL INSURANCE		.00	731.01	731.01
		10-50-5100-5132-000-40183					09/07/2021		
6	5132	41860		COVID19	WORKERS COMPENSATION		.00	73.95	73.95
		10-50-5100-5132-000-41860					09/07/2021		
7	5132	42980		COVID19	PROGRAM SUPPLIES		.00	7,283.48	7,283.48
		10-50-5100-5132-000-42980					09/07/2021		
** JOURNAL TOTAL								0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2022	03	6	09/07/2021		BUA 090621C	1 2			
1	4100	39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-85.10	-85.10
		10-41-4100-0000-000-39951					09/07/2021		
2	5115	43510		KEEN ON TEEN VACCINATIONS	REPAIRS BUILDING AND GROUNDS		.00	85.10	85.10
		10-50-5100-5115-000-43510					09/07/2021		
3	4100	39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-10,640.00	-10,640.00
		10-41-4100-0000-000-39951					09/07/2021		

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YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2022	03	6 09/07/2021			BUA 090621C	1	2	
4	5117 10-50-5100-5117-000-41990	41990	ST COMMUNITY HEALTH MAP GRANT	PROFESSIONAL SERVICES	09/07/2021	.00	10,640.00	10,640.00
5	4100 10-41-4100-0000-000-39951	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS	09/07/2021	.00	-173.24	-173.24
6	5126 10-50-5100-5126-000-42980	42980	Cape Fear Memorial Grant	PROGRAM SUPPLIES	09/07/2021	.00	173.24	173.24
7	4100 10-41-4100-0000-000-39951	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS	09/07/2021	.00	-1,001.94	-1,001.94
8	5128 10-50-5100-5128-000-42985	42985	MARTH OF DIMES GRANT	PROGRAM SUPPLIESDELTA SORORITY	09/07/2021	.00	164.36	164.36
9	5128 10-50-5100-5128-000-43002	43002	MARTH OF DIMES GRANT	CENTERING PREGNANCY	09/07/2021	.00	837.58	837.58
10	4100 10-41-4100-0000-000-39951	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS	09/07/2021	.00	-2,297.23	-2,297.23
11	5131 10-50-5100-5131-000-41990	41990	Dental Grant	PROFESSIONAL SERVICES	09/07/2021	.00	1,500.00	1,500.00
12	5131 10-50-5100-5131-000-42980	42980	Dental Grant	PROGRAM SUPPLIES	09/07/2021	.00	797.23	797.23
13	4100 10-41-4100-0000-000-39951	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS	09/07/2021	.00	-2,810.13	-2,810.13
14	5136 10-50-5100-5136-000-40121	40121	VIDANT-DIABETIC GRANT	SALARIES	09/07/2021	3,299.00	1,580.76	4,879.76
15	5136 10-50-5100-5136-000-40181	40181	VIDANT-DIABETIC GRANT	SOCIAL SECURITY	09/07/2021	253.00	160.00	413.00
16	5136 10-50-5100-5136-000-40182	40182	VIDANT-DIABETIC GRANT	RETIREMENT	09/07/2021	427.00	213.04	640.04
17	5136 10-50-5100-5136-000-40183	40183	VIDANT-DIABETIC GRANT	HOSPITAL INSURANCE	09/07/2021	946.00	686.66	1,632.66
18	5136 10-50-5100-5136-000-41860	41860	VIDANT-DIABETIC GRANT	WORKERS COMPENSATION	09/07/2021	8.00	7.04	15.04

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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
2022	03	6	09/07/2021	BUA 090621C	1	2		
19	5136	42013	VIDANT-DIABETIC GRANT	LAB PROCESSING		2,000.00	96.55	2,096.55
	10-50-5100-5136-000-42013					09/07/2021		
20	5136	42420	VIDANT-DIABETIC GRANT	IN HOUSE LAB		2,500.00	.54	2,500.54
	10-50-5100-5136-000-42420					09/07/2021		
21	5136	43250	VIDANT-DIABETIC GRANT	POSTAGE		67.00	65.54	132.54
	10-50-5100-5136-000-43250					09/07/2021		
22	4100	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-1,974.59	-1,974.59
	10-41-4100-0000-000-39951					09/07/2021		
23	5140	41990	CAPE FEAR OBESITY CLINIC GRANT	PROFESSIONAL SERVICES		.00	1,974.59	1,974.59
	10-50-5100-5140-000-41990					09/07/2021		
24	4100	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-134,906.76	-134,906.76
	10-41-4100-0000-000-39951					09/07/2021		
25	5141	40121	Cape Fear Memorial Grant	Hep SALARIES		.00	29,181.72	29,181.72
	10-50-5100-5141-000-40121					09/07/2021		
26	5141	40181	Cape Fear Memorial Grant	Hep SOCIAL SECURITY		.00	2,232.77	2,232.77
	10-50-5100-5141-000-40181					09/07/2021		
27	5141	40182	Cape Fear Memorial Grant	Hep RETIREMENT		.00	1,215.71	1,215.71
	10-50-5100-5141-000-40182					09/07/2021		
28	5141	40183	Cape Fear Memorial Grant	Hep HOSPITAL INSURANCE		.00	3,602.46	3,602.46
	10-50-5100-5141-000-40183					09/07/2021		
29	5141	41860	Cape Fear Memorial Grant	Hep WORKERS COMPENSATION		.00	49.36	49.36
	10-50-5100-5141-000-41860					09/07/2021		
30	5141	41990	Cape Fear Memorial Grant	Hep PROFESSIONAL SERVICES		.00	22,246.75	22,246.75
	10-50-5100-5141-000-41990					09/07/2021		
31	5141	42013	Cape Fear Memorial Grant	Hep LAB PROCESSING		.00	73,468.75	73,468.75
	10-50-5100-5141-000-42013					09/07/2021		
32	5141	42410	Cape Fear Memorial Grant	Hep PHARMACY		.00	1,000.00	1,000.00
	10-50-5100-5141-000-42410					09/07/2021		
33	5141	42980	Cape Fear Memorial Grant	Hep PROGRAM SUPPLIES		.00	1,489.24	1,489.24
	10-50-5100-5141-000-42980					09/07/2021		

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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2022	03	6 09/07/2021			BUA 090621C	1	2	
34	5141 43110		Cape Fear Memorial Grant	Hep TRAVEL		.00	220.00	220.00
	10-50-5100-5141-000-43110					09/07/2021		
35	5141 43250		Cape Fear Memorial Grant	Hep POSTAGE		.00	200.00	200.00
	10-50-5100-5141-000-43250					09/07/2021		
36	4100 39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-3,645.02	-3,645.02
	10-41-4100-0000-000-39951					09/07/2021		
37	5169 42980		ANN WOLFE MINI GRANT	PROGRAM SUPPLIES		.00	2,683.13	2,683.13
	10-50-5100-5169-000-42980					09/07/2021		
38	5169 43250		ANN WOLFE MINI GRANT	POSTAGE		.00	961.89	961.89
	10-50-5100-5169-000-43250					09/07/2021		
39	4100 39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-1,311.64	-1,311.64
	10-41-4100-0000-000-39951					09/07/2021		
40	5174 42980		Homeland Security Grant	PROGRAM SUPPLIES		.00	1,311.64	1,311.64
	10-50-5100-5174-000-42980					09/07/2021		
41	4100 39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-5,640.85	-5,640.85
	10-41-4100-0000-000-39951					09/07/2021		
42	5175 41990		Cape Fear Memorial OB Service	PROFESSIONAL SERVICES		.00	3,500.00	3,500.00
	10-50-5100-5175-000-41990					09/07/2021		
43	5175 42980		Cape Fear Memorial OB Service	PROGRAM SUPPLIES		.00	1,254.74	1,254.74
	10-50-5100-5175-000-42980					09/07/2021		
44	5175 43250		Cape Fear Memorial OB Service	POSTAGE		.00	36.11	36.11
	10-50-5100-5175-000-43250					09/07/2021		
45	5175 43520		Cape Fear Memorial OB Service	REPAIRS & MAINTENANCE EQUIPME		.00	200.00	200.00
	10-50-5100-5175-000-43520					09/07/2021		
46	5175 43540		Cape Fear Memorial OB Service	SOFTWARE MAINTENANCE		.00	650.00	650.00
	10-50-5100-5175-000-43540					09/07/2021		
47	4100 39951		GENERAL FUND	FUND BAL CARRY FWD GRANTS		.00	-16,065.11	-16,065.11
	10-41-4100-0000-000-39951					09/07/2021		
48	5177 40121		NAACHO	SALARIES		14,730.00	14,852.73	29,582.73
	10-50-5100-5177-000-40121					09/07/2021		

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LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT LINE DESCRIPTION	DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2022 03		6 09/07/2021			BUA 090621C	1 2				
49	5177	40181		NAACHO		SOCIAL SECURITY		1,127.00	1,136.26	2,263.26
	10-50-5100-5177-000-40181						09/07/2021			
50	5177	41860		NAACHO		WORKERS COMPENSATION		.00	76.09	76.09
	10-50-5100-5177-000-41860						09/07/2021			
51	5177	42980		NAACHO		PROGRAM SUPPLIES		.00	.03	.03
	10-50-5100-5177-000-42980						09/07/2021			
** JOURNAL TOTAL									0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND				
2022 03		7 09/07/2021			BUA 090621C	1 2				
1	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-16,989.51	-16,989.51
	10-41-4100-0000-000-39951						09/07/2021			
2	4960	42603		Soil Conservation		Supplies-Grant		.00	16,989.51	16,989.51
	10-47-4960-0000-000-42603						09/07/2021			
3	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-58.32	-58.32
	10-41-4100-0000-000-39951						09/07/2021			
4	4963	41010		Improving Pastures		ADMINISTRATIVE EXPENSE		.00	58.32	58.32
	10-41-4960-4963-000-41010						09/07/2021			
5	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-10.35	-10.35
	10-41-4100-0000-000-39951						09/07/2021			
6	5950	42202		NUTRITION HOMEBOUND MEALS		Caterer-Grant		.00	10.35	10.35
	10-50-5600-5950-000-42202						09/07/2021			
7	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-76,168.69	-76,168.69
	10-41-4100-0000-000-39951						09/07/2021			
8	5602	42189		CARES Act-Aging		CN-Food		.00	1,653.89	1,653.89
	10-50-5600-5602-000-42189						09/07/2021			
9	5602	42190		CARES Act-Aging		CN-Supplies		.00	22,271.34	22,271.34
	10-50-5600-5602-000-42190						09/07/2021			
10	5602	42191		CARES Act-Aging		HDM-Food		.00	31,878.62	31,878.62
	10-50-5600-5602-000-42191						09/07/2021			

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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND	
2022	03	7 09/07/2021			BUA 090621C	1	2	
11	5602	42192	CARES Act-Aging	HDM-Supplies	09/07/2021	.00	7,218.67	7,218.67
	10-50-5600-5602-000-42192							
12	5602	42193	CARES Act-Aging	HHI-PPE	09/07/2021	.00	165.66	165.66
	10-50-5600-5602-000-42193							
13	5602	42194	CARES Act-Aging	HHI-Building Supplies	09/07/2021	.00	5,307.00	5,307.00
	10-50-5600-5602-000-42194							
14	5602	42195	CARES Act-Aging	IHA-Supplies	09/07/2021	.00	3,229.75	3,229.75
	10-50-5600-5602-000-42195							
15	5602	42196	CARES Act-Aging	FCSP-Supplies	09/07/2021	.00	731.26	731.26
	10-50-5600-5602-000-42196							
16	5602	42197	CARES Act-Aging	FCSP-Food/Respite	09/07/2021	.00	305.57	305.57
	10-50-5600-5602-000-42197							
17	5602	42198	CARES Act-Aging	FCSP-Vouchers	09/07/2021	.00	130.00	130.00
	10-50-5600-5602-000-42198							
18	5602	42199	CARES Act-Aging	FCSP-Supplemental	09/07/2021	.00	3,276.93	3,276.93
	10-50-5600-5602-000-42199							
19	4100	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS	09/07/2021	.00	-33.14	-33.14
	10-41-4100-0000-000-39951							
20	5601	40121	SHIIP	SALARIES	09/07/2021	5,373.00	8.36	5,381.36
	10-50-5600-5601-000-40121							
21	5601	40181	SHIIP	SOCIAL SECURITY	09/07/2021	411.00	23.62	434.62
	10-50-5600-5601-000-40181							
22	5601	40182	SHIIP	RETIREMENT	09/07/2021	610.00	.80	610.80
	10-50-5600-5601-000-40182							
23	5601	40183	SHIIP	HOSPITAL INSURANCE	09/07/2021	1,459.00	.36	1,459.36
	10-50-5600-5601-000-40183							
24	4100	39951	GENERAL FUND	FUND BAL CARRY FWD GRANTS	09/07/2021	.00	-76.18	-76.18
	10-41-4100-0000-000-39951							
25	4962	45921	NC Foundation Grant	PROGRAM MANAGEMENT	09/07/2021	.00	76.18	76.18
	10-47-4960-4962-000-45921							

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LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT LINE DESCRIPTION	DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY AMEND			
2022	03	7	09/07/2021		BUA	090621C	1 2			
26	4100	39951		GENERAL FUND		FUND BAL CARRY FWD GRANTS		.00	-22,993.81	-22,993.81
	10-41-4100-0000-000-39951							09/07/2021		
27	6160	49913		Event Center		STATE GRANT		.00	22,993.81	22,993.81
	10-60-6160-0000-000-49913-							09/07/2021		
28	4100	39969		GENERAL FUND		FUND BALANCE		-2,937,813.74	-35,000.00	-2,972,813.74
	10-41-4100-0000-000-39969					Events Center Generator		09/07/2021		
29	6160	45100		Event Center		CAPITAL OUTLAY		36,354.00	35,000.00	71,354.00
	10-60-6160-0000-000-45100					Events Center Generator		09/07/2021		
						** JOURNAL TOTAL			0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY AMEND			
2022	03	8	09/07/2021		BUA	090621C	1 2			
1	4100	31010		GENERAL FUND		OTHER FORECLOSURE FEES		.00	-2,029.21	-2,029.21
	10-41-4100-0000-000-31010							09/07/2021		
2	4140	41990		Tax		PROFESSIONAL SERVICES		39,300.00	2,029.21	41,329.21
	10-41-4100-4140-000-41990							09/07/2021		
						** JOURNAL TOTAL			0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY AMEND			
2022	03	9	09/07/2021		BUA	090621C	1 2			
1	7100	39969		Water		FUND BALANCE APPROPRIATED		-16,524.00	-17,958.00	-34,482.00
	61-70-7100-0000-000-39969							09/07/2021		
2	7100	41990		Water		PROFESSIONAL SERVICES		52,680.00	10,500.00	63,180.00
	61-70-7100-0000-000-41990							09/07/2021		
3	7100	42600		Water		OFFICE SUPPLIES		9,000.00	7,458.00	16,458.00
	61-70-7100-0000-000-42600							09/07/2021		
						** JOURNAL TOTAL			0.00	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC	JNL-DESC	ENTITY AMEND			
2022	03	10	09/07/2021		BUA	090621C	1 2			



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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND		
2022	03	10 09/07/2021			BUA 090621C	1	2		
1	4100	39969	GENERAL FUND	FUND BALANCE		-2,937,813.74	-144,650.62	-3,082,464.36	
	10-41-4100-0000-000-39969					09/07/2021			
2	4230	43520	Information Technology	REPAIRS & MAINTENANCE EQUIPME		5,000.00	144,650.62	149,650.62	
	10-41-4100-4230-000-43520					09/07/2021			
** JOURNAL TOTAL								0.00	

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YEAR PER SRC ACCOUNT	JNL EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2022 3	2									
BUA 5110-38403	09/07/2021	090621C				CARES Act	T	5		307.87
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		4,907.13
BUA 5134-42013	09/07/2021	090621C				COVID Cares Program	T	5	5,215.00	
						LAB PROCESSING	T	5		
						COVID Cares Program	T	5		
						JOURNAL 2022/03/2			.00	.00
						TOTAL				
2022 3	3									
BUA 5110-34600	09/07/2021	090621C				CDC-ELC Cooperative Agreement	T	5		470,783.34
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		485,803.66
BUA 5113-40121	09/07/2021	090621C				ELC Enhancing Detection	T	5	286,181.00	
BUA 5113-40181	09/07/2021	090621C				SALARIES	T	5	28,271.00	
BUA 5113-40182	09/07/2021	090621C				ELC Enhancing Detection	T	5	33,277.00	
BUA 5113-40183	09/07/2021	090621C				SOCIAL SECURITY	T	5	25,795.00	
BUA 5113-41860	09/07/2021	090621C				ELC Enhancing Detection	T	5	1,070.00	
BUA 5113-41990	09/07/2021	090621C				RETIREMENT	T	5	16,220.00	
BUA 5113-42013	09/07/2021	090621C				ELC Enhancing Detection	T	5	88,875.00	
BUA 5113-42420	09/07/2021	090621C				HOSPITAL INSURANCE	T	5	2,000.00	
BUA 5113-42600	09/07/2021	090621C				ELC Enhancing Detection	T	5	413.00	
BUA 5113-42980	09/07/2021	090621C				OFFICE SUPPLIES	T	5	474,236.00	
BUA 5133-43210	09/07/2021	090621C				PROGRAM SUPPLIES	T	5	8.00	
BUA 5133-43250	09/07/2021	090621C				ELC Enhancing Detection	T	5	241.00	
						TELEPHONE	T	5		
						ELC Enhancing Detection	T	5		
						POSTAGE	T	5		
						ELC Enhancing Detection	T	5		
						JOURNAL 2022/03/3			.00	.00
						TOTAL				
2022 3	4									
BUA 5110-35175	09/07/2021	090621C				CDC COVID-19	T	5		1,023.20
BUA 4100-39951						FUND BAL CARRY FWD GRANTS	T	5		71,550.80

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YEAR PER	JNL	ACCOUNT	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
SRC	EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE	DESC				
BUA	09/07/2021	090621C					T					
BUA	5178-40121							SALARIES	5		53,001.00	
BUA	09/07/2021	090621C					T					
BUA	5178-40181							SOCIAL SECURITY	5		4,055.00	
BUA	09/07/2021	090621C					T					
BUA	5178-40182							RETIREMENT	5		3,928.00	
BUA	09/07/2021	090621C					T					
BUA	5178-40183							HOSPITAL INSURANCE	5		6,456.00	
BUA	09/07/2021	090621C					T					
BUA	5178-41860							WORKERS COMPENSATION	5		134.00	
BUA	09/07/2021	090621C					T					
BUA	5178-42980							PROGRAM SUPPLIES	5		2,450.00	
BUA	09/07/2021	090621C					T					
BUA	5178-42600							OFFICE SUPPLIES	5		2,450.00	
BUA	09/07/2021	090621C					T					
BUA	5178-42500							VEHICLE GASOLINE	5		100.00	
BUA	09/07/2021	090621C					T					
								JOURNAL 2022/03/4	TOTAL		.00	.00
2022	3	5						FUND BAL CARRY FWD GRANTS	5			12,809.00
BUA	4100-39951						T					
BUA	09/07/2021	090621C					T					
BUA	5132-40121							SALARIES	5		2,927.25	
BUA	09/07/2021	090621C					T					
BUA	5132-40181							SOCIAL SECURITY	5		990.20	
BUA	09/07/2021	090621C					T					
BUA	5132-40182							RETIREMENT	5		803.11	
BUA	09/07/2021	090621C					T					
BUA	5132-40183							HOSPITAL INSURANCE	5		731.01	
BUA	09/07/2021	090621C					T					
BUA	5132-41860							WORKERS COMPENSATION	5		73.95	
BUA	09/07/2021	090621C					T					
BUA	5132-42980							PROGRAM SUPPLIES	5		7,283.48	
BUA	09/07/2021	090621C					T					
								JOURNAL 2022/03/5	TOTAL		.00	.00
2022	3	6						FUND BAL CARRY FWD GRANTS	5			85.10
BUA	4100-39951						T					
BUA	09/07/2021	090621C					T					
BUA	5115-43510							REPAIRS BUILDING AND GROUNDS	5		85.10	
BUA	09/07/2021	090621C					T					
BUA	4100-39951							FUND BAL CARRY FWD GRANTS	5			10,640.00
BUA	09/07/2021	090621C					T					
BUA	5117-41990							PROFESSIONAL SERVICES	5		10,640.00	
BUA	09/07/2021	090621C					T					

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YEAR PER SRC ACCOUNT	JNL EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	5		173.24
BUA 5126-42980	09/07/2021	090621C				PROGRAM SUPPLIES	5	173.24	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	5		1,001.94
BUA 5128-42985	09/07/2021	090621C				PROGRAM SUPPLIESDELTA SORORITY	5	164.36	
BUA 5128-43002	09/07/2021	090621C				CENTERING PREGNANCY	5	837.58	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	5		2,297.23
BUA 5131-41990	09/07/2021	090621C				PROFESSIONAL SERVICES	5	1,500.00	
BUA 5131-42980	09/07/2021	090621C				PROGRAM SUPPLIES	5	797.23	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	5		2,810.13
BUA 5136-40121	09/07/2021	090621C				SALARIES	5	1,580.76	
BUA 5136-40181	09/07/2021	090621C				SOCIAL SECURITY	5	160.00	
BUA 5136-40182	09/07/2021	090621C				RETIREMENT	5	213.04	
BUA 5136-40183	09/07/2021	090621C				HOSPITAL INSURANCE	5	686.66	
BUA 5136-41860	09/07/2021	090621C				WORKERS COMPENSATION	5	7.04	
BUA 5136-42013	09/07/2021	090621C				LAB PROCESSING	5	96.55	
BUA 5136-42420	09/07/2021	090621C				IN HOUSE LAB	5	.54	
BUA 5136-43250	09/07/2021	090621C				POSTAGE	5	65.54	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	5		1,974.59
BUA 5140-41990	09/07/2021	090621C				PROFESSIONAL SERVICES	5	1,974.59	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	5		134,906.76
BUA 5141-40121	09/07/2021	090621C				SALARIES	5	29,181.72	
BUA 5141-40181	09/07/2021	090621C				SOCIAL SECURITY	5	2,232.77	
BUA 5141-40182	09/07/2021	090621C				RETIREMENT	5	1,215.71	
BUA 5141-40183	09/07/2021	090621C				HOSPITAL INSURANCE	5	3,602.46	
BUA 5141-41860	09/07/2021	090621C				WORKERS COMPENSATION	5	49.36	

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YEAR PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
	09/07/2021	090621C					T			
BUA 5141-41990	09/07/2021	090621C				PROFESSIONAL SERVICES		5	22,246.75	
BUA 5141-42013	09/07/2021	090621C				LAB PROCESSING		5	73,468.75	
BUA 5141-42410	09/07/2021	090621C				PHARMACY		5	1,000.00	
BUA 5141-42980	09/07/2021	090621C				PROGRAM SUPPLIES		5	1,489.24	
BUA 5141-43110	09/07/2021	090621C				TRAVEL		5	220.00	
BUA 5141-43250	09/07/2021	090621C				POSTAGE		5	200.00	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS		5		3,645.02
BUA 5169-42980	09/07/2021	090621C				PROGRAM SUPPLIES		5	2,683.13	
BUA 5169-43250	09/07/2021	090621C				POSTAGE		5	961.89	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS		5		1,311.64
BUA 5174-42980	09/07/2021	090621C				PROGRAM SUPPLIES		5	1,311.64	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS		5		5,640.85
BUA 5175-41990	09/07/2021	090621C				PROFESSIONAL SERVICES		5	3,500.00	
BUA 5175-42980	09/07/2021	090621C				PROGRAM SUPPLIES		5	1,254.74	
BUA 5175-43250	09/07/2021	090621C				POSTAGE		5	36.11	
BUA 5175-43520	09/07/2021	090621C				REPAIRS & MAINTENANCE EQUIPME		5	200.00	
BUA 5175-43540	09/07/2021	090621C				SOFTWARE MAINTENANCE		5	650.00	
BUA 4100-39951	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS		5		16,065.11
BUA 5177-40121	09/07/2021	090621C				SALARIES		5	14,852.73	
BUA 5177-40181	09/07/2021	090621C				SOCIAL SECURITY		5	1,136.26	
BUA 5177-41860	09/07/2021	090621C				WORKERS COMPENSATION		5	76.09	
BUA 5177-42980	09/07/2021	090621C				PROGRAM SUPPLIES		5	.03	
						JOURNAL 2022/03/6		TOTAL	.00	.00

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YEAR PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2022 3 7						FUND BAL CARRY FWD GRANTS	5			16,989.51
BUA 4100-39951	09/07/2021	090621C				Supplies-Grant	T	5	16,989.51	
BUA 4960-42603	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		58.32
BUA 4100-39951	09/07/2021	090621C				ADMINISTRATIVE EXPENSE	T	5	58.32	
BUA 4963-41010	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		10.35
BUA 4100-39951	09/07/2021	090621C				Caterer-Grant	T	5	10.35	
BUA 5950-42202	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		76,168.69
BUA 4100-39951	09/07/2021	090621C				CN-Food	T	5	1,653.89	
BUA 5602-42189	09/07/2021	090621C				CN-Supplies	T	5	22,271.34	
BUA 5602-42190	09/07/2021	090621C				HDM-Food	T	5	31,878.62	
BUA 5602-42191	09/07/2021	090621C				HDM-Supplies	T	5	7,218.67	
BUA 5602-42192	09/07/2021	090621C				HHI-PPE	T	5	165.66	
BUA 5602-42193	09/07/2021	090621C				HHI-Building Supplies	T	5	5,307.00	
BUA 5602-42194	09/07/2021	090621C				IHA-Supplies	T	5	3,229.75	
BUA 5602-42195	09/07/2021	090621C				FCSP-Supplies	T	5	731.26	
BUA 5602-42196	09/07/2021	090621C				FCSP-Food/Respite	T	5	305.57	
BUA 5602-42197	09/07/2021	090621C				FCSP-Vouchers	T	5	130.00	
BUA 5602-42198	09/07/2021	090621C				FCSP-Supplemental	T	5	3,276.93	
BUA 5602-42199	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		33.14
BUA 4100-39951	09/07/2021	090621C				SALARIES	T	5	8.36	
BUA 5601-40121	09/07/2021	090621C				SOCIAL SECURITY	T	5	23.62	
BUA 5601-40181	09/07/2021	090621C				RETIREMENT	T	5	.80	
BUA 5601-40182	09/07/2021	090621C				HOSPITAL INSURANCE	T	5	.36	
BUA 5601-40183	09/07/2021	090621C				FUND BAL CARRY FWD GRANTS	T	5		76.18
BUA 4100-39951	09/07/2021	090621C					T			



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

\*\* END OF REPORT - Generated by CHELSEY LANIER \*\*



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

**Duplin County**  
**Budget Amendment**

Department Title Health Department  
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:**  
Budgeting carry forward money from FY 2021 for 539 State COVID Cares Program.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-38403	Cares Act	<del>5,215.00</del>	5134-42013	Lab Processing	5,215.00
410039951	Fund Bal Carry Fwd Grant	4907.13			
Total		5,215.00	Total		5,215.00

Finance Signature  
Date Approved:

Clarice  
8/24/2021

Manager Signature  
Date Approved:

\_\_\_\_\_

Commissioner Approval  
Date Approved:

\_\_\_\_\_

5134

# Division of Public Health Agreement Addendum FY 21-22

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

Epidemiology / Communicable Disease Branch  
**DPH Section / Branch Name**

539 COVID-19 CARES Activities  
**Activity Number and Description**

Vanessa M. Greene 919-546-1658  
vanessa.greene@dhhs.nc.gov  
**DPH Program Contact**  
(name, phone number, and email)

06/01/2021 – 04/22/2022  
**Service Period**

**DPH Program Signature** **Date**  
(only required for a negotiable agreement addendum)

07/01/2021 – 05/31/2022  
**Payment Period**

- Original Agreement Addendum**
- Agreement Addendum Revision #** \_\_\_\_\_

**I. Background:**

The primary mission of the Communicable Disease Branch (CDB) is to reduce morbidity and mortality resulting from communicable diseases that are a significant threat to the public through detection, investigation, testing, treatment, tracking, control, education, and care activities to improve the health of people in North Carolina.

As part of the "Coronavirus Aid, Relief, and Economic Security Act" or the "CARES Act" of 2020, the Centers for Disease Control and Prevention's (CDC's) Epidemiology and Laboratory Capacity (ELC) CARES cooperative agreement has awarded a total of nearly \$631 million to their recipient base in a program-initiated component funding under the Emerging Issues (E) Project of CK19-1904, henceforth "ELC CARES." The intention of this funding is to rapidly establish and monitor key activities related to COVID-19 in the areas of epidemiology, laboratory, and informatics. Monitoring the indicators associated with these activities is intended to assist State, local, and territorial governments in making data-driven policy decisions regarding testing, mitigation, and prevention efforts.

The Division of Public Health (DPH), Communicable Disease Branch (CDB), is continuing an allocation of these funds available to all local health departments.

**II. Purpose:**

This Activity is for the Local Health Department to work to prevent, prepare for, and respond to Coronavirus Disease 2019 (COVID-19) by carrying out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities.

Tracey Simmons-Komegay  
Health Director Signature (use blue ink)

7.8.2021  
Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Tracey Simmons-Komegay</u>
	Phone number with area code: <u>910.872.9147</u>
	Email address: <u>tracey.s.komegay@duplincountync.com</u>

### III. Scope of Work and Deliverables:

All of the activities the Local Health Department performs under this Agreement Addendum shall be informed by the NC DHHS COVID-19 Guidance for Health Care Providers and Local Health Departments.<sup>1</sup>

For each of the five activities listed below (Paragraphs 1 through 5), the Local Health Department (LHD) shall identify and address **one or more** of the allowable activities listed, with an emphasis on testing and tracing:

1. **Testing and Tracing: Establish or enhance ability to aggressively identify cases, conduct contact tracing and follow up, as well as implement recommended containment measures.**
  - a. Enhanced testing and contact tracing including contact elicitation/identification, contact notification, and contact follow-up. Activities could include traditional contact tracing methods as well as healthcare-specific and other proximity/location-based methods.
2. **Surveillance: Improve morbidity and mortality surveillance, including:**
  - a. Establish or enhance community-based surveillance i.e., surveillance of populations and individuals without severe illness, travel to high-risk locations, or contacts to known cases.
  - b. Provide accurate accounting of COVID-19 associated deaths. Maintain electronic death reporting using the North Carolina Electronic Disease Surveillance System (NCEDSS).
3. **Lab Capacity: Enhance laboratory testing and reporting capacity:**
  - a. Establish or expand capacity to test all symptomatic individuals, and secondarily expand capacity to achieve community-based surveillance.
4. **Infection Control: Prevent and control COVID-19 in healthcare settings and protect other vulnerable or high-risk populations:**
  - a. Assess and monitor infections in healthcare workers across the healthcare spectrum.
  - b. Monitor and help implement mitigation strategies for COVID-19 in all high-risk healthcare facilities (e.g., hospitals, dialysis clinics, cancer clinics, nursing homes, other long-term care facilities).
  - c. Monitor and help implement mitigation strategies for other high-risk employment settings (e.g., meat processing facilities), and congregate living settings (e.g., prisons, youth homes, shelters).
5. **Community Risk Assessment: Improve understanding of jurisdictional communities with respect to COVID-19 risk:**
  - a. Build understanding of population density and high-risk population density (i.e.,  $\geq 65$  years, those with underlying health conditions, households with limited English fluency, healthcare seeking behavior, populations without insurance, and those near or below the poverty level).

### IV. Performance Measures/Reporting Requirements:

#### 1. Performance Measures

- a. **Performance Measure # 1:** Via the NCCOVID, the LHD shall report cases of COVID-19 including deaths within 30 days of receipt of the report to the state disease registrar.

<sup>1</sup> <https://www.ncdhhs.gov/divisions/public-health/covid19/covid-19-guidance#all-guidance-for-health-care-providers-and-local-health-departments>

- b. **Performance Measure # 2:** Via the outbreak module within NCCOVID and the REDCap cluster/outbreak reporting tool, the LHD shall report COVID-19 activity (decline, no change, and increase) in high-risk healthcare facilities (e.g., nursing homes, dialysis centers, long-term care facilities) and congregate living settings (e.g., prisons, youth homes, shelters) within 2 days of receiving notification of an outbreak/cluster.
- c. **Performance Measure #3:** Using the COVID-19 Community Team Outreach (CCTO) Tool software, the LHD shall report close contacts to COVID-19 for at least 60% of people infected with COVID-19.
- d. **Performance Measure #4:** Using the COVID-19 Community Team Outreach (CCTO) Tool software, the LHD shall complete the Final Monitoring Outcome variable for 90% of contacts entered after 14 days.

**2. Reporting Requirements**

The reporting below shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=2a6fdcc2c5da4b39834c3a154e4916cd>.

- a. The LHD shall complete a **Monthly Financial Report** each month via the Smartsheet dashboard. These monthly financial reports will report on the prior month, with the due dates posted on the Smartsheet dashboard. The first financial report is to report for June 2021 and is due by July 22, 2021.
- b. The LHD shall complete a **Program Report** each quarter via the Smartsheet dashboard. These quarterly program reports will report on the prior quarter, with the due dates posted on the Smartsheet dashboard. The Service Quarters for these quarterly program reports are defined as:
  - April – June 2021 \*
  - July – September 2021
  - October – December 2021
  - January – March 2022

*\*April and May 2021 data are from services provided under the Agreement Addendum for state fiscal year 2021.*

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

- 1. The TATP Nurse Supervisor will review the Local Health Department’s program performance through reporting done quarterly by the LHD and by a quarterly review of reports pulled from the NCCOVID, the REDCap cluster/outbreak reporting tool, and the CCTO tool.
- 2. If the assessment results in compliance concerns, the TATP Nurse Supervisor shall conduct conference calls with the Local Health Department to provide technical assistance in order to rectify the concerns.

**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.

2. As the Local Health Department is a subrecipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); and/or the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139) the LHD agrees as applicable to the award, to:
  - a. comply with existing and/or future directives and guidance from the HHS Secretary regarding control of the spread of COVID-19;
  - b. in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and
  - c. assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation. In addition, to the extent applicable, Recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC.
  - d. consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the subrecipient is expected to provide to CDC, through DPH, copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing. CDC will specify in further guidance and directives what is encompassed by this requirement.
3. In addition to their local procurement rules/policies, the Local Health Department shall comply with the following rules, applying the most restrictive standard where there is a difference between any of the standards:
  - a. Federal Uniform Administrative Requirements for Procurement, 45 CFR Part 75 §75.327-335, [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75\\_1326](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75_1326)
    - 1) Appendix II to Part 75—*Contract Provisions for Non-Federal Entity Contracts Under Federal Awards* may be found here for incorporation into procurement contracts: [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75\\_1521.ii](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75_1521.ii)
4. Unallowable costs:
  - a. Research
  - b. Clinical Care
  - c. Publicity and propaganda (lobbying):
    - 1) Other than for normal and recognized executive-legislative relationships, no funds may be used for:
      - a) publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
      - b) the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of

legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body

- 2) See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients:  
[https://www.cdc.gov/grants/documents/Anti-Lobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)
- d. All unallowable costs cited in CDC-RFA-CK19-1904 remain in effect, unless specifically amended, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, And Audit Requirements for HHS Awards.

DPH-Aid-To-Counties

For Fiscal Year: 21/22

Budgetary Estimate Number : 0

Activity 539	AA	1175 870A WT	Proposed Total	New Total
Service Period		06/01-04/22		
Payment Period		07/01-05/31		
01 Alamance		0	0	0
D1 Albemarle		0	0	0
02 Alexander		0	0	0
04 Anson		0	0	0
D2 Appalachian		0	0	0
07 Beaufort		0	0	0
09 Bladen		0	0	0
10 Brunswick		0	0	0
11 Buncombe		0	0	0
12 Burke		0	0	0
13 Cabarrus		0	0	0
14 Caldwell	* 0	7,345	7,345	7,345
16 Carteret		0	0	0
17 Caswell		0	0	0
18 Catawba		0	0	0
19 Chatham	* 0	22	22	22
20 Cherokee		0	0	0
22 Clay		0	0	0
23 Cleveland		0	0	0
24 Columbus		0	0	0
25 Craven		0	0	0
26 Cumberland		0	0	0
28 Dare		0	0	0
29 Davidson		0	0	0
30 Davie		0	0	0
31 Duplin	* 0	5,215	5,215	5,215
32 Durham		0	0	0
33 Edgecombe		0	0	0
D7 Foothills		0	0	0
34 Forsyth	* 0	97,300	97,300	97,300
35 Franklin		0	0	0
36 Gaston	* 0	54	54	54
38 Graham		0	0	0
D3 Gran-Vance		0	0	0
40 Greene	* 0	3,805	3,805	3,805
41 Guilford	* 0	103,968	103,968	103,968
42 Halifax		0	0	0
43 Harnett	* 0	7	7	7
44 Haywood		0	0	0
45 Henderson		0	0	0
46 Hertford		0	0	0
47 Hoke		0	0	0
48 Hyde		0	0	0
49 Iredell		0	0	0
50 Jackson		0	0	0

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

**Duplin County  
Budget Amendment**

Department Title Health Department  
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:**  
Budgeting Carry Forward money for 543 ELC Enhancing Detection Activities.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-34600	CDC-ELC Coop Agreement	470,783.34	5133-40121	Salaries	286,181.00
410039957	Fund Bal Carry Fwd Am.	485,803.66	5133-40181	Social Security	28,271.00
			5133-40182	Retirement	33,277.00
			5133-40183	Hospital Insurance	25,795.00
			5133-41860	Workers Compensation	1,070.00
			5133-41990	Professional Services	16,220.00
			5133-42013	Lab Processing	88,875.00
			5133-42420	In House Lab	2,000.00
			5133-42600	Office Supplies	413.00
			5133-42980	Program Supplies	474,236.00
			5133-43210	Telephone	8.00
			5133-43250	Postage	241.00
Total		956,587.00	Total		956,587.00

Finance Signature  
Date Approved:

Clanier  
8/24/21

Manager Signature  
Date Approved:

\_\_\_\_\_

Commissioner Approval  
Date Approved:

\_\_\_\_\_



6133

# Division of Public Health Agreement Addendum FY 21-22

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

Epidemiology / Communicable Disease Branch  
**DPH Section / Branch Name**

543 ELC Enhancing Detection Activities  
**Activity Number and Description**

Vanessa M. Greene 919-546-1658  
vanessa.greene@dhhs.nc.gov  
**DPH Program Contact**  
(name, phone number, and email)

06/01/2021 – 05/31/2022  
**Service Period**

**DPH Program Signature** **Date**  
(only required for a negotiable agreement addendum)

07/01/2021 – 06/30/2022  
**Payment Period**

- Original Agreement Addendum**
- Agreement Addendum Revision # \_\_\_\_\_**

**I. Background:**

The primary mission of the Communicable Disease Branch (CDB) is to reduce morbidity and mortality resulting from communicable diseases that are a significant threat to the public through detection, investigation, testing, treatment, tracking, control, education, and care activities to improve the health of people in North Carolina.

As part of the "Paycheck Protection Program and Health Care Enhancement Act of 2020 (P.L. 116-139, Title I)", the ELC has awarded a total of \$10.25 billion dollars to their recipient base in a program-initiated component funding under the Emerging Issues (E) Project of CK19-1904, henceforth, "ELC Enhancing Detection" supplement. These funds are broadly intended to provide critical resources to state, local, and territorial health departments in support of a broad range of COVID-19/SARS-CoV-2 testing and epidemiologic surveillance related activities. Direct recipients are limited to existing jurisdictions covered under CK19-19041. Ongoing monitoring of milestones and performance measures will be utilized to gauge progress toward successful completion of priority activities supported with these funds.

The Division of Public Health (DPH), Communicable Disease Branch (CDB), is continuing allocation of these "Enhancing Detection" funds to all local health departments.

**II. Purpose:**

This Activity provides complementary funding to the Local Health Department in order for it to leverage and build upon existing ELC infrastructure that emphasizes the coordination and critical


7.8.2021  
 \_\_\_\_\_  
 Health Director Signature (use blue ink) Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: <u>Tracey Simmons-Korrey</u>
	Phone number with area code: <u>910.372.9147</u>
	Email address: <u>tracey.s.korrey@duplincountync.com</u>

integration of laboratory with epidemiology and health information systems, thus maximizing the public health impact of available resources. These additional resources, by law, are intended to “prevent, prepare for, and respond to coronavirus” by supporting testing, case investigation and contact tracing, surveillance, containment, and mitigation. Such activities may include support for workforce, epidemiology, use by employers, elementary and secondary schools, child care facilities, institutions of higher education, long-term care facilities, or in other settings, scale up of testing by public health, academic, commercial, and hospital laboratories, and community-based testing sites, mobile testing units, health care facilities, and other entities engaged in COVID–19 testing, and other activities related to COVID–19 testing, case investigation and contact tracing, surveillance, containment, and mitigation (including interstate compacts or other mutual aid agreements for such purposes).

### III. Scope of Work and Deliverables:

**All of the activities the Local Health Department performs under this Agreement Addendum shall be informed by the NC DHHS COVID-19 Guidance for Health Care Providers and local health departments.<sup>1</sup>**

For **each of the six activities** listed below (Paragraphs 1 through 6), the Local Health Department (LHD) shall identify and address **one or more** of the allowable activities listed, with an emphasis on testing and tracing:

#### 1. **Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity**

- a. Build expertise for healthcare and community outbreak response and infection prevention and control (IPC) among local health departments.
- b. Train and hire staff to improve the capacities of the epidemiology and informatics workforce to effectively conduct surveillance and response of COVID-19 (including contact tracing) and other conditions of public health significance.
- c. Build expertise to support management of the COVID-19 related activities within the jurisdiction (e.g., additional leadership, program and project managers, budget staff).
- d. Increase capacity for timely data management, analysis, and reporting for COVID-19 and other conditions of public health significance.

#### 2. **Strengthen Community Laboratory Testing**

- a. Establish or expand capacity to quickly, accurately and safely test for SARS-CoV-2 among all symptomatic individuals, and secondarily expand capacity to achieve community-based surveillance, including testing of asymptomatic individuals.
  - 1) Strengthen ability to quickly scale testing as necessary to ensure that optimal utilization of existing and new testing platforms can be supported to help meet increases in testing demand in a timely manner.
  - 2) Build local capacity for testing of SARS-CoV-2 including within high-risk settings or in vulnerable populations that reside in their communities.
- b. Enhance laboratory testing capacity for SARS-CoV-2 outside of public health laboratories.
  - 1) Establish or expand capacity to coordinate with public/private laboratory testing providers, including those that assist with surge and with testing for high-risk environments.

<sup>1</sup> <https://www.ncdhhs.gov/divisions/public-health/covid19/covid-19-guidance#all-guidance-for-health-care-providers-and-local-health-departments>

- 2) Secure and/or utilize mobile laboratory units, or other methods to provide point-of-care (POC) testing at public health-led clinics or non-traditional test sites (e.g., homeless shelters, food processing plants, prisons, Long Term Care Facilities [LTCFs]).
- c. Enhance data management and analytic capacity in public health laboratories to help improve efficiencies in operations, management, testing, and data sharing.
  - 1) Improve efficiencies in laboratory operations and management using data from throughput, staffing, billing, supplies, and orders.
  - 2) Improve the capacity to analyze laboratory data to help understand and make informed decisions about issues such as gaps in testing and community mitigation efforts. Data elements such as tests ordered and completed (including by device/platform), rates of positivity, source of samples, type will be used to create data visualizations that will be shared with the public, state health department, and community partners.

### **3. Advance Electronic Data Exchange at Public Health Labs**

- a. Enhance and expand laboratory information infrastructure, to improve jurisdictional visibility on laboratory data (tests performed) from all testing sites and enable faster and more complete data exchange and reporting.
  - 1) Enhance laboratory test ordering and reporting capability.
    - a) 100% of results must be reported with key demographic variables including age/gender/race via NCCOVID.
    - b) Report all testing to the state health department using NCCOVID.

### **4. Improve Surveillance and Reporting of Electronic Health Data**

- a. Use NCCOVID to ensure complete, up-to-date, automated reporting of morbidity and mortality to NC DPH of COVID-19 and other conditions of public health significance by:
  - 1) Establishing or enhancing community-based surveillance, including surveillance of vulnerable populations, individuals without severe illness, those with recent travel to high-risk locations, or who are contacts to known cases.
  - 2) Monitoring changes to daily incidence rates of COVID-19 and other conditions of public health significance at the county or zip code level to inform community mitigation strategies.
- b. Establish complete, up-to-date, timely, automated reporting of individual-level data through electronic case reporting to NC DPH via NCCOVID
  - 1) At the health department, enhance capacity to work with testing facilities to onboard and improve electronic laboratory reporting (ELR), including to receive data from new or non-traditional testing settings. Use alternative data flows and file formats (e.g., CSV or XLS) to help automate where appropriate. In addition to other reportable results, this should include all COVID-19/SARS-CoV-2-related testing data (i.e., tests to detect SARS-CoV-2 including serology testing).
  - 2) Assist NC DPH in the process of automating the receiving of electronic health record (EHR) data, including electronic case reporting (eCR) and fast healthcare interoperability resources (FHIR)-based eCR to generate initial case reports as specified by NC DPH for the reportable disease within 24 hours and to update over time within 24 hours of a change in information contained in the CDC-directed case report, including death.
  - 3) Utilize eCR data to ensure data completeness, establish comprehensive morbidity and mortality surveillance, and help monitor the health of the community and inform decisions for the delivery of public health services.

- e. Improve understanding of capacity, resources, and patient impact at healthcare facilities through electronic reporting.
  - 1) Assist NC DPH with required expansion of reporting facility capacity, resources, and patient impact information, such as patients admitted and hospitalized, in an electronic, machine-readable, as well as human-readable visual, and tabular manner, to achieve 100% coverage in jurisdiction and include daily data from all acute care, long-term care, and ambulatory care settings. Use these data to monitor facilities with confirmed cases of COVID-19/SARS-CoV-2 infection or with COVID-like illness among staff or residents and facilities at high risk of acquiring COVID-19/SARS-CoV-2 cases and COVID-like illness among staff or residents.
- d. Enhance systems for flexible data collection, reporting, analysis, and visualization.
  - 1) Make data on case, syndromic, laboratory tests, hospitalization, and healthcare capacity available on health department websites at the county/zip code level in a visual and tabular manner.
- e. Establish or improve systems to ensure complete, accurate and immediate (within 24 hours) data transmission to NCCOVID and open website available to the public by county and zip code, that allows for automated transmission of data to NC DPH via NCCOVID.
  - 1) Track via NC DETECT 100% of emergency department and outpatient visits for COVID-like illness, as well as other syndromes/illnesses, to CDC.
  - 2) Submit all case reports in an immediate, automated way to CDC for COVID-19/SARS-CoV-2 and other conditions of public health significance with associated required data fields via NCCOVID.
  - 3) Provide accurate accounting of COVID-19/SARS-CoV-2 associated deaths. Establish electronic, automated, immediate death reporting to CDC with associated required data fields via NCCOVID.
  - 4) Report requested COVID-19/SARS-CoV-2-related data, including line level testing data (negatives, positives, indeterminants, serology, antigen, nucleic acid) daily by county or zip code to NCCOVID.
  - 5) Establish these systems in such a manner that they may be used on an ongoing basis for surveillance of, and reporting on, other threats to the public health and conditions of public health significance.
- f. Integrate existing LHD electronic health records (EHR) into CVMS Direct.

CVMS is the COVID-19 Vaccine Management System; CVMS Direct is an integration solution offering for Providers to connect COVID-19 vaccination records with CVMS. Providers submit a standardized flat file from their Electronic Health Records (EHRs) that pass through the Health Information Exchange (HIE) and are loaded directly to CVMS. This NC COVID-19 Vaccine Reporting file (NCVR) contains patient information that complies with today's CVMS workflow across patient registration and vaccination recording, along with appropriate inventory reduction.

Before the LHD can use the CVMS Direct integration solution, the LHD will need to finalize legal agreements with the HIE, establish connectivity, complete file validations, and pass testing criteria before they can use the CVMS Direct integration. The North Carolina Health Information Exchange Authority (NC HIEA) is responsible for CVMS Direct. Any local health department interested in using CVMS Direct will need to contact NC HIEA at [hiea@nc.gov](mailto:hiea@nc.gov).

## 5. Use Laboratory Data to Enhance Investigation, Response and Prevention

- a. Use laboratory data to initiate case investigations, conduct contact tracing and follow-up, and implement containment measures.

- 1) Conduct necessary contact tracing including contact elicitation/identification, contact notification, and contact follow-up. Activities could include traditional contact tracing and/or proximity/location- based methods, as well as methods adapted for healthcare-specific and congregate settings.
- 2) Utilize tools (e.g., geographic information systems and methods) that assist in the rapid mapping and tracking of disease cases for timely and effective epidemic monitoring and response, incorporating laboratory testing results and other data sources.
- 3) Identify cases and exposure to COVID-19 in high-risk settings or within vulnerable populations to target mitigation strategies.
  - a) Assess and monitor infections in healthcare workers across the healthcare spectrum.
  - b) Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within high-risk healthcare facilities (e.g., hospitals, dialysis clinics, cancer clinics, nursing homes, and other LTCFs).
  - c) Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within high-risk employment settings (e.g., meat processing facilities), congregate living settings (e.g., prisons, youth homes, shelters), and educational settings (e.g., K-12 schools, colleges and universities).
  - d) Work with NC DPH to build local capacity for reporting, rapid containment and prevention of COVID-19/SARS-CoV-2 within high-risk settings or in vulnerable populations that reside in their communities.
- b. Implement prevention strategies in high-risk settings or within vulnerable populations (including tribal nations) including proactive monitoring for asymptomatic case detection and increasing opportunities for vaccination of historically marginalized populations and the community. Continue working collaboratively with partners including consideration of funding to address health equity needs of the community. Examples of partners may include but are not limited to:
  - 1) Tribal affiliates and community-based organizations colleges and universities;
  - 2) Occupational health settings for large employers;
  - 3) Churches or religious or faith-based institutions;
  - 4) Federally Qualified Health Centers (FQHCs), including Community Health Centers (CHCs);
  - 5) Pharmacies;
  - 6) Long-term care facilities (LTCFs), including independent living facilities, assisted living centers, and nursing homes;
  - 7) Organizations and businesses that employ critical workforce;
  - 8) First responder organizations;
  - 9) Non-traditional providers and locations that serve high-risk populations; and other partners that serve underserved populations.
- c. Build capacity for infection prevention and control in LTCFs (e.g., at least one Infection Preventionist [IP] for every facility) and outpatient settings.
  - 1) Build capacity to safely house and isolate infected and exposed residents of LTCFs and other congregate settings.
  - 2) Develop interoperable patient safety information exchange systems.
- d. Assist with enrollment of all LTCFs into NHSN.

- e. Increase Infection Prevention and Control (IPC) assessment capacity onsite using tele-ICAR.
- f. Perform preparedness assessment to ensure interventions are in place to protect high-risk populations.
  - 1) Coordinate as appropriate with federally funded entities responsible for providing health services to vulnerable populations (e.g., tribal nations and federally qualified health centers).

#### 6. Coordinate and Engage with Partners

- a. Partner with NC DPH to establish or enhance testing for COVID-19/SARS-CoV-2.
  - 1) Acquire equipment and staffing to conduct testing for COVID-19/SARS-CoV-2.
  - 2) Support community partners to conduct appropriate specimen collection and/or testing within their jurisdictions.
- b. Partner with local, regional, or national organizations or academic institutions to enhance capacity for infection control and prevention of COVID-19/SARS-CoV-2.
  - 1) Build infection prevention and control and healthcare outbreak response expertise in the LHD.
  - 2) Partner with academic medical centers and schools of public health to develop regional centers for IPC consultation and support services.

### IV. Performance Measures/Reporting Requirements:

#### 1. Performance Measures

- a. **Performance Measure # 1:** The LHD shall have a COVID-19 Testing Plan to ensure access to COVID-19 testing for all symptomatic persons and for those who have had close contact to a known or suspected case of COVID-19 as defined by the CDC, and for those who request or require testing.
- b. **Performance Measure # 2:** Via the NCCOVID, the LHD shall report cases of COVID-19 including deaths within 30 days of receipt of the report to the state disease registrar.
- c. **Performance Measure # 3:** Via the outbreak module within NCCOVID and the REDCap cluster/outbreak reporting tool, the LHD shall report COVID-19 activity (decline, no change, and increase) in high-risk healthcare facilities (e.g., nursing homes, dialysis centers, LTCFs) and congregate living settings (e.g., prisons, youth homes, shelters) within 2 days of receiving notification of an outbreak/cluster.
- d. **Performance Measure #4:** Using the COVID-19 Community Team Outreach (CCTO) Tool software, the LHD shall report close contacts to COVID-19 for at least 50% of people infected with COVID-19.
- e. **Performance Measure #5:** Using the COVID-19 Community Team Outreach (CCTO) Tool software, the LHD shall complete the Final Monitoring Outcome variable for 90% of contacts entered after 14 days.

#### 2. Reporting Requirements

The reporting below shall be provided by the LHD to DPH via the Smartsheet dashboard, which can be accessed at <https://app.smartsheet.com/b/publish?EQBCT=2a6fdcc2c5da4b39834c3a154e4916cd>.

- a. The LHD shall complete a **Monthly Financial Report** each month via the Smartsheet dashboard. These monthly financial reports will report on the prior month, with the due dates posted on the Smartsheet dashboard. The first financial report is to report for June 2021 and is due by July 22, 2021.

- b. The LHD shall complete a **Program Report** each quarter via the Smartsheet dashboard. These quarterly program reports will report on the prior quarter, with the due dates posted on the Smartsheet dashboard. The first program report is to report for April – June 2021 and is due by July 22, 2021. The quarterly periods for these program reports are defined as:
- April – June 2021 \*
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  - January – March 2022

*\*April and May 2021 data are from services provided under the Agreement Addendum for state fiscal year 2021.*

- c. The LHD shall complete a **COVID-19 Response Plan** via the Smartsheet dashboard. This response plan is to provide information related to the LHD's broader goals and partnerships for COVID-19 preparedness and response. The Smartsheet dashboard will present a series of questions to be answered in a short-answer format, with topics including aspects of testing, contact tracing, vaccination, equity, and preparedness in general. Information about the LHD's COVID-19 Testing Plan will be another topic contained within the COVID-19 Response Plan, and completing the COVID-19 Response Plan will fulfill the requirement listed above in Performance Measure #1.

The LHD will be providing responses for a single COVID-19 Response Plan and this plan will meet the reporting requirements described under the FY22 Agreement Addenda for this Activity 543 and for Activity 716.

The COVID-19 Response Plan will receive DPH oversight from the DPH Branch staff members representing each relevant aspect. Any questions the LHD has should be directed to the DPH Division Director's Office at [lhd@dhhs.nc.gov](mailto:lhd@dhhs.nc.gov).

DPH will add the **COVID-19 Response Plan questionnaire** to the Smartsheet dashboard by August 31, 2021. The LHD shall provide its responses no later than September 30, 2021.

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

1. The TATP Nurse Supervisor will review the Local Health Department's program performance through reporting done quarterly by the LHD and by a quarterly review of reports pulled from the NCCOVID, the REDCap cluster/outbreak reporting tool, and the CCTO tool.
2. If the assessment results in compliance concerns, the TATP Nurse Supervisor shall conduct conference calls with the Local Health Department to provide technical assistance in order to rectify the concerns.

#### 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.

2. As the LHD is a subrecipient of a grant or cooperative agreement awarded by the Department of Health and Human Services (HHS) with funds made available under the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123); the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the "CARES Act") (P.L. 116-136); and/or the Paycheck Protection Program and Health Care Enhancement Act (P.L. 116-139) the LHD agrees as applicable to the award, to:
  - a. comply with existing and/or future directives and guidance from the HHS Secretary regarding control of the spread of COVID-19;
  - b. in consultation and coordination with HHS, provide, commensurate with the condition of the individual, COVID-19 patient care regardless of the individual's home jurisdiction and/or appropriate public health measures (e.g., social distancing, home isolation); and
  - c. assist the United States Government in the implementation and enforcement of federal orders related to quarantine and isolation. In addition, to the extent applicable, Recipient will comply with Section 18115 of the CARES Act, with respect to the reporting to the HHS Secretary of results of tests intended to detect SARS-CoV-2 or to diagnose a possible case of COVID-19. Such reporting shall be in accordance with guidance and direction from HHS and/or CDC.
  - d. consistent with the full scope of applicable grant regulations (45 C.F.R. 75.322), the purpose of this award, and the underlying funding, the subrecipient is expected to provide to CDC, through DPH, copies of and/or access to COVID-19 data collected with these funds, including but not limited to data related to COVID-19 testing. CDC will specify in further guidance and directives what is encompassed by this requirement.
3. In addition to their local procurement rules/policies, the LHD shall comply with the following rules, applying the most restrictive standard where there is a difference between any of the standards:
  - a. Federal Uniform Administrative Requirements for Procurement, 45 CFR Part 75 §75.327-335, [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75\\_1326](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#se45.1.75_1326)
    - 1) Appendix II to Part 75—*Contract Provisions for Non-Federal Entity Contracts Under Federal Awards* may be found here for incorporation into procurement contracts: [https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75\\_1521.ii](https://www.ecfr.gov/cgi-bin/text-idx?node=pt45.1.75&rgn=div5#ap45.1.75_1521.ii)
4. Unallowable costs:
  - a. Research
  - b. Clinical Care
  - c. Publicity and propaganda (lobbying):
    - 1) Other than for normal and recognized executive-legislative relationships, no funds may be used for:
      - a) publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
      - b) the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
    - 2) See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients:



[https://www.cdc.gov/grants/documents/Anti-Lobbying\\_Restrictions\\_for\\_CDC\\_Grantees\\_July\\_2012.pdf](https://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf)

- d. All unallowable costs cited in CDC-RFA-CK19-1904 remain in effect, unless specifically amended, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, And Audit Requirements for HHS Awards.

DPH-Aid-To-Counties

For Fiscal Year: 21/22

Budgetary Estimate Number : 1 (BE-0 was voided)

Activity 543	AA	1173 883A P5	1175 878A HH	Proposed Total	New Total
Service Period		06/01-05/31	06/01-05/31		
Payment Period		07/01-06/30	07/01-06/30		
* 01 Alamance	* 0	1,357,613	399,000	1,756,613	1,756,613
D1 Albemarle	* 0	1,281,824	504,674	1,786,498	1,786,498
02 Alexander	* 0	286,878	0	286,878	286,878
04 Anson	* 0	50,795	0	50,795	50,795
D2 Appalachian	* 0	483,440	0	483,440	483,440
07 Beaufort	* 0	365,644	32,502	398,146	398,146
09 Bladen	* 0	247,031	163,726	410,757	410,757
10 Brunswick	* 0	970,533	0	970,533	970,533
11 Buncombe	* 0	1,966,436	0	1,966,436	1,966,436
12 Burke	* 0	724,702	320,421	1,045,123	1,045,123
13 Cabarrus	* 0	1,733,591	181,834	1,915,425	1,915,425
14 Caldwell	* 0	658,171	97,672	755,843	755,843
16 Carteret	* 0	491,825	0	491,825	491,825
17 Caswell	* 0	120,691	0	120,691	120,691
18 Catawba	* 0	1,277,858	141,913	1,419,771	1,419,771
19 Chatham	* 0	596,437	363,942	960,379	960,379
20 Cherokee	* 0	138,644	0	138,644	138,644
22 Clay	* 0	89,950	49,846	139,796	139,796
23 Cleveland	* 0	784,466	17,789	802,255	802,255
24 Columbus	* 0	444,569	33,518	478,087	478,087
25 Craven	* 0	818,040	21,567	839,607	839,607
26 Cumberland	* 0	2,687,121	0	2,687,121	2,687,121
28 Dare	* 0	255,271	0	255,271	255,271
29 Davidson	* 0	1,342,395	5,898	1,348,293	1,348,293
30 Davie	* 0	329,021	0	329,021	329,021
* 31 Duplin	* 0	470,462	486,125	956,587	956,587
32 Durham	* 0	2,574,826	736,464	3,311,290	3,311,290
33 Edgecombe	* 0	412,244	65,652	477,896	477,896
D7 Foothills	* 0	719,660	0	719,660	719,660
34 Forsyth	* 0	3,061,835	353,242	3,415,077	3,415,077
35 Franklin	* 0	558,113	131,861	689,974	689,974
36 Gaston	* 0	1,798,273	358,098	2,156,371	2,156,371
38 Graham	* 0	67,605	0	67,605	67,605
D3 Gran-Vance	* 0	711,460	0	711,460	711,460
40 Greene	* 0	168,743	80,580	249,323	249,323
41 Guilford	* 0	4,302,274	488,999	4,791,273	4,791,273
42 Halifax	* 0	400,535	139,260	539,795	539,795
43 Harnett	* 0	1,089,044	270,863	1,359,907	1,359,907
44 Haywood	* 0	456,582	0	456,582	456,582
45 Henderson	* 0	921,195	0	921,195	921,195
46 Hertford		0	0	0	0
47 Hoke	* 0	442,374	144,032	586,406	586,406
48 Hyde	* 0	16,867	65,932	82,799	82,799
49 Iredell	* 0	1,456,100	250,252	1,706,352	1,706,352
50 Jackson	* 0	335,455	0	335,455	335,455

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

**Duplin County  
Budget Amendment**

Department Title Health Department  
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:**  
Budgeting carry forward money from FY 2021 for 716 State COVID Vaccination Program.

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5110-35175	CDCCOVID	<del>72,574.00</del>	5178-40121	Salaries	53,001.00
410039957	Fund Bal Carry Fwd Grants	71,550.50	5178-40181	Social Security	4,055.00
			5178-40182	Retirement	3,928.00
			5178-40183	Hospital Insurance	6,456.00
			5178-41860	Worker's Compensation	134.00
			5178-42980	Program Supplies	2,450.00
			5178-42600	Office Supplies	2,450.00
			5178-42500	Vehicle Gasoline	100.00
Total		72,574.00	Total		72,574.00 ✓

Finance Signature  
Date Approved:

Clanier  
8/24/21

Manager Signature  
Date Approved:

\_\_\_\_\_  
\_\_\_\_\_

Commisioner Approval  
Date Approved:

\_\_\_\_\_  
\_\_\_\_\_

7/26/2021

# Division of Public Health

## Agreement Addendum

### FY 21-22

5178

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

716 CDC COVID-19 Vaccination Program  
**Activity Number and Description**

06/01/2021 – 05/31/2022  
**Service Period**

07/01/2021 – 06/30/2022  
**Payment Period**

- Original Agreement Addendum**
- Agreement Addendum Revision # \_\_\_\_\_**

Women's and Children's Health Section /  
 Immunization Branch

**DPH Section / Branch Name**

Richard Carney, 919-707-5554  
 richard.carney@dhhs.nc.gov

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

**DPH Program Signature** **Date**  
 (only required for a negotiable agreement addendum)

**I. Background:**

As part of the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (P.L. 116-260) and the American Rescue Plan Act of 2021 (P.L. 117-2), North Carolina received supplemental funding to assist the local health departments with coronavirus vaccine activities to support broad-based distribution, access, and vaccine coverage. Specifically, this supplement funding will be used to ensure greater equity and access to the COVID-19 vaccine by those disproportionately affected by COVID-19.

Local health departments are to focus on the work of removing barriers and expanding their COVID-19 vaccination programs. The maintenance of on-site, satellite, temporary or off-site COVID-19 vaccination clinics must adhere to cold-chain procedures in accordance with the vaccine manufacturer's instructions and CDC's guidance on COVID-19 vaccine storage and handling. Priority must be given to activities focused on the hard-to-reach, high-risk, underserved populations and increasing vaccine confidence to increase community vaccine coverage. Vaccine hesitancy is a complex matter that involves various factors, such as confidence, complacency, and convenience.

**II. Purpose:**

The Local Health Department (LHD) is to continue activities that focus on removing the barriers to accessing vaccine, increasing vaccine confidence, coordinating COVID-19 vaccine services, and expanding its COVID-19 vaccination program, with an emphasis on reaching high-risk and underserved populations, including racial and ethnic minorities, and all others disproportionately affected by COVID-19.

Tracey Simmons-Kornegay  
 Health Director Signature (use blue ink)

7. 20. 2021  
 Date

Local Health Department to complete: (If follow-up information is needed by DPH)	LHD program contact name: Phone number with area code: Email address:
	Tracey Simmons-Kornegay 910-372-9147 tracey.s.kornegay@duplincountync.com

To reduce the spread of the SARS-CoV-2 virus and its variants, and bring an end to this pandemic, we need to vaccinate as many people as possible, as soon as possible. Planning and response require close collaboration among public and private sector partners, public health emergency response and emergency management, healthcare organizations, and healthcare industry groups within the community. A key component is community sustainability so that the LHD is prepared for a possible COVID-19 booster vaccination program and is prepared to implement influenza vaccination both seasonally and as part of pandemic preparedness.

### III. Scope of Work and Deliverables:

The LHD shall:

1. Vaccinate eligible populations according to the CDC COVID-19 Vaccination Program Provider Agreement.
2. Ensure designated staff are trained on:
  - a. COVID-19 vaccine management
  - b. storage and handling procedures
  - c. vaccine preparation
  - d. administration
  - e. proper procedures for facilitating vaccine transfers between providers, and
  - f. reporting requirements as required by NC DHHS/DPH and the CDC
3. Identify community vaccination providers (e.g., pharmacies, occupational health settings, doctors' offices) to combine efforts and implement strategies to vaccinate eligible populations with a focus on vaccine hesitant populations.
4. Conduct vaccination clinics that are open to the public. These clinics may be provisionally located at walk-through sites (churches, community centers, outdoor tents) or other settings such as mobile, curbside, or drive-through sites.
5. Ensure safe implementation of on-site, satellite, temporary, off-site, or other alternative vaccination clinics. Follow CDC guidance for planning vaccination clinics that includes clinical considerations such as social distancing, responding to medical emergencies, vaccine storage, handling, administration, and documentation (<https://www.cdc.gov/vaccines-hcp/admin/mass-clinic-activities/>). Large-scale clinics, such as those held in arenas or stadiums require added logistical and technical considerations. Partners may need to be engaged to accomplish aspects of the local plan, such as National Guard, local law enforcement, local emergency management, local hospitals, and pharmacies.
6. Adjust clinic plans to accommodate a variety of scenarios due to vaccine hesitancy and no-show rates. Vaccine hesitancy includes many factors such as a lack of vaccine confidence, complacency about the virus, and the inconvenience of obtaining a vaccine. Focus activities to establish and build trust among hard-to-reach, high-risk, and underserved populations.
7. Educate the public and community at large on the benefits of receiving the COVID-19 vaccine and disseminate standardized information to the public and providers within the LHD's county or district. Foster trust in conversations with the public to address specific topics on vaccine hesitancy. Enhance existing community partnerships to assist in vaccination promotion. These partnerships may include a variety of community and faith-based organizations to reach hesitant at-risk populations, such as churches, barber shops, community health centers, refugee serving organizations, homeless shelters, jails/prisons, factories such as meat processing plants, other essential businesses, and migrant farms.

8. Estimate the resources needed to support COVID-19 vaccine administration and outreach activities and hire or reassign staff additional personnel to support these functions.
9. Procure supplies for the vaccination clinics, as needed. Examples of supplies to obtain include those items necessary to protect both staff and patients from COVID-19, such as:
  - a. hand sanitizer with at least 60% alcohol for hand hygiene
  - b. clinic sanitizing wipes and cleaning tools to allow for frequent cleaning of the clinic area
  - c. mask/face coverings for patients who do not have a mask
  - d. signage, tape, ropes, and cones for clinic workflow to encourage physical distancing and efficient one-way flow through the vaccination process
  - e. thermometers for checking each patient's temperature before entering the clinic
10. Store vaccine in proper vaccine storage equipment (e.g., refrigerators, freezers, portable storage units), and use CDC-approved digital data loggers for temperature monitoring of vaccine storage and handling units used for COVID-19 vaccine.
11. Follow relevant CDC vaccine transport requirements to prepare COVID-19 vaccines for transport from the LHD to off-site clinics. COVID-19 vaccine products are temperature-sensitive and must be stored and handled correctly to ensure efficacy and maximize shelf life. Proper storage and handling practices are critical to minimize vaccine loss and limit the risk of administering COVID-19 vaccine with reduced effectiveness.
12. Follow CDC's and COVID-19 vaccine manufacturer's cold chain storage and handling requirements.
13. **Complete Attachments A and B with the signed Agreement Addendum:**
  - a. Attachment A  
**Budget Statement for the FY 2021-2022 Planned Use of Federal COVID-19 Vaccination Funds.** It should list the expected expenses by category, including the dollar amount and a brief justification. This Budget Statement is **not** required if the LHD is not receiving funds under this Agreement Addendum.
  - b. Attachment B  
**Services Statement for the FY 2021-2022 Planned Use of Federal COVID-19 Vaccination Funds.** It should:
    - 1) Explain, in detail, how this funding will be used to develop and implement local solutions to plan and implement on-site, satellite, temporary, or off-site vaccination COVID-19 vaccination clinics. If the LHD is not receiving funds under this Agreement Addendum, the LHD shall write "No funds received under this Agreement Addendum" for its response to Attachment B's item 1.
    - 2) Include information on how the LHD implements its COVID-19 immunization services within the community.
    - 3) State how the COVID-19 vaccination services are adapted both to include those populations at an increased risk of complications from COVID-19. Examples include:
      - a) Mobile vaccine clinics that travel to hard-to-reach communities and alternative locations to provide vaccines
      - b) Drive-through or curbside vaccination clinics
      - c) Pop-up clinics at various community settings, such as COVID-19 testing sites, school nutrition sites, construction sites, migrant farm worksites, processing plants, churches, parking lots

- d) Immunization clinics to reach jails, homeless shelters, or other community organizations.
- 4) Include a description of enhanced outreach activities for the hard-to-reach, high-risk, underserved populations, increasing vaccine confidence and how community partners are to be included in the outreach.

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

1. Report vaccine administration data on all vaccine recipients via the CVMS or other designated system as directed by the CDC COVID-19 Vaccination Program Agreement.
2. Track and report COVID-19 vaccine transfers and vaccine wastage/spoilage occurrences according to the NC DHHS/DPH guidelines.
3. Ensure designated staff receive training on COVID-19 vaccine administration, management, inventory, and reporting requirements as required by CDC and NC DHHS/DPH.
4. The LHD shall complete a **Monthly Financial Report** each month via the Smartsheet dashboard. These monthly financial reports will report on the prior month, with the due dates posted on the Smartsheet dashboard. The first financial report is to report for June 2021 and is due by July 22, 2021. Monthly Financial Reports are **not** required if the LHD is not receiving funds under this Agreement Addendum.
5. The LHD shall complete a **Program Report** each quarter via the Smartsheet dashboard. These quarterly program reports will report on the prior quarter, with the due dates posted on the Smartsheet dashboard. The first program report is to report for April – June 2021 and is due by July 22, 2021. The quarterly periods for these program reports are defined as:
  - April – June 2021 \*
  - July – September 2021
  - October – December 2021
  - January – March 2022

*\*April and May 2021 data are from services provided under the Agreement Addendum for state fiscal year 2021.*

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

1. The Immunization Branch will monitor this Activity through review of reports, vaccine immunization data, and reporting data in CVMS or other designated reporting mechanism. Technical consultation to support LHDs in meeting these objectives will be provided as needed.
2. The Immunization Branch will monitor the LHD via either an in-person visit or a virtual visit.
3. If a CAP is needed, the LHD program monitor shall make every effort to work with the LHD on strategies to resolve issues and follow corrective action plans. If the plans are not followed and the LHD remains out of compliance after intervention and resources from DPH, the Agreement Addendum may be terminated, or funding may be reduced.

#### 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.
2. The LHD must submit its planned expenditures by completing the Attachment A, Budget Statement, which is to include the dollar amount and a budget justification statement for each budget category. This Budget Statement is **not** required if the LHD is not receiving funds under this Agreement Addendum.



## Attachment A

**Budget Statement — FY 2021-2022 Planned Use of Federal COVID-19 Vaccination Funds**

Provide this Budget Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment A with the signed Agreement Addendum. This Budget Statement is **not** required if the LHD is not receiving funds under this Agreement Addendum.

Instructions: Include list of expected expenses related to enhance COVID-19 vaccination coverage activities, including the dollar amount and a brief justification.

Object Class Category / Expenses Funding Codes COVID-19 Vaccination Program: 1331-629B-4Q	Amount	Budget Item Justification Statement
Personnel (Salary / Wages)	\$53,001.00	Staff to assist with drive through vaccine clinics throughout the county to reach target individuals such as high-risk and historically marginalized populations.
Fringe	\$14,573.00	
Travel		
Equipment		
Supplies	\$5,000.00	Office Supplies such as paper, computer ink, pens, sticky notes, filing folders, etc. Program supplies such as gloves, masks, sharps containers, syringes, etc. Fuel and vehicle supplies for mobile unit.
Other / Miscellaneous		

**Attachment B**

**Services Statement — FY 2021-2022 Planned Use of Federal COVID-19 Vaccination Funds**

Provide this Services Statement to assist with preparing anticipated expenditures for reporting that follow federal grants policies and CDC award requirements based on allowable expenditures. Return this completed Attachment B with the signed Agreement Addendum. Use additional pages as needed.

1. Explain, in detail, how this funding will be used to develop and implement local solutions to plan and implement on-site, satellite, temporary, or off-site vaccination COVID-19 vaccination clinics.

Duplin County Health Department will use funds for staff to include vaccinators and foreign language interpreters to assist with on-site and off-site vaccination events.

2. Include information on how the LHD implements its COVID-19 immunization services within the community.

Pre-registration will be preferred to ensure all demographic information can be obtained from each individual prior to the event; however, individuals will be able to register on-site as well. Advertisement of the events will be through various methods such as flyers, social media and through our community partners.

3. State how the COVID-19 vaccination services are adapted both to include those populations at an increased risk of complications from COVID-19.

Examples include:

- a. Mobile vaccine clinics that travel to hard-to-reach communities and alternative locations to provide vaccines
- b. Drive-through or curbside vaccination clinics
- c. Pop-up clinics at various community settings, such as COVID-19 testing sites, school nutrition sites, construction sites, migrant farm worksites, processing plants, churches, parking lots
- d. Immunization clinics to reach jails, homeless shelters, or other community organizations.

These events will be in partnership with some of our faith-based and non-profit organizations as well as workplace events to ensure everyone who desires to receive a COVID vaccine will be able to do so through community-based vaccine events. Advertisement of the events will be through various methods such as flyers, social media and through our community partners.

4. Include a description of enhanced outreach activities for the hard-to-reach, high-risk, underserved populations, increasing vaccine confidence and how community partners are to be included in the outreach.

Flyers are created in English and Spanish and shared with community partners to include Duplin County COVID Task Force, CHWs, faith-based and non-profit organizations to share about upcoming COVID vaccine events.

Supplement reason:  In AA+BE or AA+BE Rev -OR-  -

CFDA #: 93.268 Fed awd date: 1/15/21 Is award R&D? no FAIN: NH23IP922624 Total amount of fed awd: \$ 94768784

CFDA name: 93.268 Immunization Cooperative Agreements	Fed award project description: CDC-RFA-IP19-1901 Immunization and Vaccines for Children Grant Amendment Supplement
	Fed awarding agency: DHHS, Centers for Disease Control and Prevention Federal award indirect cost rate: n/a

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	0	0	Jackson	019728518	143537	143537
Albemarle	130537822	679040	754040	Johnston	097599104	226867	226867
Alexander	030495105	166	166	Jones	095116935	61133	61133
Anson	847163029	107201	107201	Lee	067439703	156124	156124
Appalachian	780131541	133019	133019	Lenoir	042789748	213215	213215
Beaufort	091567776	135648	135648	Lincoln	086869336	143184	143184
Bladen	084171628	138853	138853	Macon	070626825	154089	154089
Brunswick	091571349	167874	167874	Madison	831052873	88587	88587
Buncombe	879203560	590477	665477	MTW	087204173	73866	73866
Burke	883321205	170237	170237	Mecklenburg	074498353	2237476	2237476
Cabarrus	143408289	488994	488994	Montgomery	025384603	99095	99095
Caldwell	948113402	231599	231599	Moore	050988146	83270	83270
Carteret	058735804	109386	109386	Nash	050425677	261075	261075
Caswell	077846053	69041	69041	New Hanover	040029563	0	0
Catawba	083677138	111988	186988	Northampton	097594477	29644	29644
Chatham	131356607	74628	74628	Onslow	172663270	482308	482308
Cherokee	130705072	19900	19900	Orange	139209659	0	0
Clay	145058231	60363	60363	Pamlico	097600456	42292	42292
Cleveland	879924850	82905	82905	Pender	100955413	0	0
Columbus	040040016	138952	138952	Person	091563718	0	0
Craven	091564294	64257	64257	Pitt	080889694	240254	240254
Cumberland	123914376	0	75000	Polk	079067930	15160	15160
Dare	082358631	0	0	Randolph	027873132	14013	14013
Davidson	077839744	467436	467436	Richmond	070621339	165757	165757
Davie	076526651	70794	70794	Robeson	082367871	0	0
Duplin	095124798	72574	72574	Rockingham	077847143	518	518
Durham	088564075	733355	808355	Rowan	074494014	427187	427187
Edgecombe	093125375	0	0	Sampson	825573975	103169	103169
Foothills	782359004	121950	121950	Scotland	091564146	101708	101708
Forsyth	105316439	1017889	1092889	Stanly	131060829	0	0
Franklin	084168632	14069	14069	Stokes	085442705	143558	143558
Gaston	071062186	508854	508854	Surry	077821858	420	420
Graham	020952383	1170	1170	Swain	146437553	106378	106378
Granville-Vance	063347626	340819	415819	Toe River	113345201	340316	340316
Greene	091564591	100910	100910	Transylvania	030494215	91325	91325
Guilford	071563613	814665	814665	Union	079051637	392234	392234
Halifax	014305957	0	0	Wake	019625961	209385	284385
Harnett	091565986	259538	259538	Warren	030239953	0	0
Haywood	070620232	56807	56807	Wayne	040036170	98158	98158
Henderson	085021470	122061	197061	Wilkes	067439950	225222	225222
Hoke	091563643	88124	88124	Wilson	075585695	91640	91640
Hyde	832526243	83094	83094	Yadkin	089910624	165493	165493
Iredell	074504507	452200	452200				

Activity 716	AA	1331 6220 P7	1331 6220 P7	1331 629B 4Q	1331 639B P7	Proposed Total	New Total
Service Period		06/01-05/31	06/01-05/31	06/01-05/31	06/01-05/31		
Payment Period		07/01-06/30	07/01-06/30	07/01-06/30	07/01-06/30		
01 Alamance	" 1	0	0	0	0	0	0
01 Albemarle	" 2	0	0	0	679,040	679,040	754,040
02 Alexander	" 1	0	0	0	166	166	166
04 Anson	" 1	0	0	0	107,201	107,201	107,201
02 Appalachian	" 1	0	0	0	133,019	133,019	133,019
07 Beaufort	" 1	0	0	2,050	133,598	135,648	135,648
09 Bladen	" 1	0	0	10,666	128,187	138,853	138,853
10 Brunswick	" 1	0	0	0	167,874	167,874	167,874
11 Buncombe	" 2	0	0	0	590,477	590,477	665,477
12 Burke	" 1	0	0	0	170,237	170,237	170,237
13 Cabarrus	" 1	0	0	3,861	485,133	488,994	488,994
14 Caldwell	" 1	0	0	0	231,599	231,599	231,599
16 Carteret	" 1	0	0	0	109,386	109,386	109,386
17 Caswell	" 1	0	0	0	69,041	69,041	69,041
18 Catawba	" 2	0	0	0	111,988	111,988	186,988
19 Chatham	" 1	0	0	9,383	65,245	74,628	74,628
20 Cherokee	" 1	0	0	0	19,900	19,900	19,900
22 Clay	" 1	0	0	0	60,363	60,363	60,363
23 Cleveland	" 1	0	0	0	82,905	82,905	82,905
24 Columbus	" 1	0	0	0	138,952	138,952	138,952
25 Craven	" 1	0	0	0	64,257	64,257	64,257
26 Cumberland	" 2	0	0	0	0	0	75,000
28 Dare	" 1	0	0	0	0	0	0
29 Davidson	" 1	0	0	37,214	430,222	467,436	467,436
30 Davie	" 1	0	0	0	70,794	70,794	70,794
31 Duplin	" 1	0	0	0	72,574	72,574	72,574
32 Durham	" 2	0	0	0	733,355	733,355	808,355
33 Edgecombe	" 1	0	0	0	0	0	0
07 Foothills	" 1	0	0	0	121,950	121,950	121,950
34 Forsyth	" 2	0	0	116,687	901,202	1,017,889	1,092,889
35 Franklin	" 1	0	0	0	14,069	14,069	14,069
36 Gaston	" 1	0	0	0	508,854	508,854	508,854
38 Graham	" 1	0	0	0	1,170	1,170	1,170
03 Gran-Vance	" 2	0	0	0	340,819	340,819	415,819
40 Greene	" 1	0	0	10,007	90,903	100,910	100,910
41 Guilford	" 1	0	0	0	814,665	814,665	814,665
42 Halifax	" 1	0	0	0	0	0	0
43 Harnett	" 1	0	0	0	259,538	259,538	259,538
44 Haywood	" 1	0	0	0	56,807	56,807	56,807
45 Henderson	" 2	0	0	0	122,061	122,061	197,061
46 Hertford	" 1	0	0	0	0	0	0
47 Hoke	" 1	0	0	0	88,124	88,124	88,124
48 Hyde	" 1	0	0	21,336	61,758	83,094	83,094
49 Iredell	" 1	0	0	0	452,200	452,200	452,200

50 Jackson	* 1	0	0	0	143,537	143,537	143,537
51 Johnston	* 1	0	0	0	226,867	226,867	226,867
52 Jones	* 1	0	0	0	61,133	61,133	61,133
53 Lee	* 1	0	0	0	156,124	156,124	156,124
54 Lenoir	* 1	0	0	34,608	178,607	213,215	213,215
55 Lincoln	* 1	0	0	0	143,184	143,184	143,184
56 Macon	* 1	0	0	22,429	131,860	154,089	154,089
57 Madison	* 1	0	0	0	88,587	88,587	88,587
D4 M-T-W	* 1	0	0	2,193	71,673	73,866	73,866
60 Mecklenburg	* 1	0	0	0	2,237,476	2,237,476	2,237,476
62 Montgomery	* 1	0	0	7,097	<del>83,270</del> (PA) <del>83,270</del>	<del>83,270</del>	<del>83,270</del>
63 Moore	* 1	0	0	0	83,270	83,270	83,270
64 Nash	* 1	0	0	0	261,075	261,075	261,075
65 New Hanover	* 1	0	0	0	0	0	0
66 Northampton	* 1	0	0	0	29,644	29,644	29,644
67 Onslow	* 1	0	0	0	482,308	482,308	482,308
68 Orange	* 1	0	0	0	0	0	0
69 Pamlico	* 1	0	0	0	42,292	42,292	42,292
71 Pender	* 1	0	0	0	0	0	0
73 Person	* 1	0	0	0	0	0	0
74 Pitt	* 1	0	0	0	240,254	240,254	240,254
75 Polk	* 1	0	0	0	15,160	15,160	15,160
76 Randolph	* 1	0	0	0	14,013	14,013	14,013
77 Richmond	* 1	0	0	13,518	152,239	165,757	165,757
78 Robeson	* 1	0	0	0	0	0	0
79 Rockingham	* 1	0	0	0	518	518	518
80 Rowan	* 1	0	0	56,434	370,753	427,187	427,187
D5 R-P-M	* 1	0	0	0	0	0	0
82 Sampson	* 1	0	0	0	103,169	103,169	103,169
83 Scotland	* 1	0	0	0	101,708	101,708	101,708
84 Stanly	* 1	0	0	0	0	0	0
85 Stokes	* 1	0	0	0	143,558	143,558	143,558
86 Surry	* 1	0	0	0	420	420	420
87 Swain	* 1	0	0	23,711	82,667	106,378	106,378
D6 Toe River	* 1	0	0	73,293	287,023	340,316	340,316
88 Transylvania	* 1	0	0	0	91,325	91,325	91,325
90 Union	* 1	0	0	0	392,234	392,234	392,234
92 Wake	* 2	0	0	0	209,385	209,385	284,385
93 Warren	* 1	0	0	0	0	0	0
96 Wayne	* 1	0	0	0	98,158	98,158	98,158
97 Wilkes	* 1	0	0	17,080	208,142	225,222	225,222
98 Wilson	* 1	0	0	0	91,640	91,640	91,640
99 Yadkin	* 1	0	0	29,313	<del>136,180</del> (PA) <del>136,180</del>	<del>136,180</del>	<del>136,180</del>
Totals		0	0	490,879	15,701,424	16,192,303	16,667,303

91,998 99,095 (PA)

7/16/2021

165,493 (PA)

7/16/2021

Sign and Date - DPH Program Administrator

*Jay Walker*

Sign and Date - DPH Section Chief

*Sarah B Dozier*

Sign and Date - DPH Contracts Office

*Jamesko Stuart* 7/16/2021

Sign and Date - DPH Budget Officer

*Patricia* 7/16/2021

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

Duplin County  
Budget Amendment

Department Title Health Department  
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:**  
Budgeting carry forward money from the state for COVID

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
<del>5132-34969</del>	<del>COVID19</del>	12,809.00	5132-40121	Salaries	2,927.25
4100 39951	Fund Bal Carry Fwd Grants		5132-40181	Social Security	990.20
			5132-40182	Retirement	803.11
			5132-40183	Hospital Insurance	731.01
			5132-41860	Workers Compesation	73.95
			5132-42980	Program Supplies	7,283.48
Total		12,809.00	Total		12,809.00

Finance Signature Clanier  
Date Approved: 8/24/21

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

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

# Division of Public Health Agreement Addendum FY 21-22

5132

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

Epidemiology / PH Preparedness & Response  
**DPH Section / Branch Name**

619 COVID-19 Crisis Response  
**Activity Number and Description**

Wayne Mixon, (919) 546-1831  
wayne.mixon@dhhs.nc.gov  
**DPH Program Contact**  
(name, phone number, and email)

06/01/2021 – 03/15/2022  
**Service Period**

**DPH Program Signature** **Date**  
(only required for a negotiable agreement addendum)

07/01/2021 – 04/30/2022  
**Payment Period**

- Original Agreement Addendum**  
 **Agreement Addendum Revision #** \_\_\_\_\_

**I. Background:**

On March 6, 2020, the President of the United States signed into law the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020 (P.L. 116-123) (Coronavirus Supplemental). This Act provides funding to prevent, prepare for, and respond to Coronavirus Disease 2019 (COVID-19).

To support governmental public health emergency response to COVID-19, the Centers for Disease Control and Prevention (CDC) has activated CDC-RFA-TP18-1802 Cooperative Agreement for Emergency Response: Public Health Crisis Response ([www.cdc.gov/phpr/readiness/funding-crisis.htm](http://www.cdc.gov/phpr/readiness/funding-crisis.htm)). CDC is awarding funding, totaling \$569,822,380, under Components A and B to eligible jurisdictions that are on the approved but unfunded (ABU) list for CDC-RFA-TP18-1802 to provide resources to prevent, prepare for, and respond to COVID-19. This funding is intended for state, local, territorial, and tribal health departments to carry out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities. These funds are in addition to funds CDC previously awarded to select jurisdictions for COVID-19 response activities.

The Division of Public Health (DPH), Public Health Preparedness & Response (PHP&R) Branch, is making an allocation of these funds available to all local health departments through the "CDC-RFA-TP18-1802, Cooperative Agreement for Emergency Response: Public Health Crisis Response, COVID-19 Crisis Response Cooperative Agreement – Components A and B Supplemental Funding" to carry out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities.

*Tracey Simmons-Komegay*

6.30.2021

Health Director Signature (use blue ink)

Date

Local Health Department to complete:  
(If follow-up information is needed by DPH)

LHD program contact name:  
Phone number with area code:  
Email address:

*Tracey Simmons-Komegay*  
*910-372-9147*  
*tracey.s.komegay@duplincountync.com*

**II. Purpose:**

This Activity is for the Local Health Department to work to prevent, prepare for, and respond to Coronavirus Disease 2019 (COVID-19) by carrying out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities.

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

**All of the activities the Local Health Department performs under this Agreement Addenda shall be informed by the NC DHHS COVID-19 Guidance for Health Care Providers and Local Health Departments.<sup>1</sup>** The Local Health Department (LHD) shall:

1. Implement and scale-up **laboratory testing and data collection to enable identification and tracking of COVID-19 cases** in the community with emphasis placed on priority populations as defined in NC DHHS guidance<sup>2</sup> to include health care workers, first responders, persons in high-risk congregate settings, and persons at a higher risk of severe illness, and immediate implementation of real-time reporting to PHP&R. This shall be accomplished by conducting one or more of the following activities:
  - a. Expand testing access in the community with a focus on persons who may expose vulnerable people.
  - b. Conducting surveillance to identify cases, report case data in a timely manner, identify contacts, characterize disease transmission, and track relevant epidemiologic characteristics including hospitalization and death.
  - c. Conducting surveillance to monitor virologic and disease activity in the community and healthcare settings, with emphasis on expanding contact tracing for high risk populations using traditional and non-traditional methods.
  - d. Implementing routine and enhanced surveillance to support the science base that informs public health interventions that mitigate the impact of COVID-19, including understanding of clinical characteristics; infection prevention and control practices; and other mitigation requirements.
  - e. Establishing or enhancing core epidemiological activities to support response such as risk assessment, case classification, analysis, visualization, and reporting.
  - f. Conduct surveillance to monitor disruption in the community caused by COVID-19 and related mitigation activities (e.g., school closures and cancellation of mass gatherings).
  - g. Conduct surveillance to monitor disruption in healthcare systems caused by COVID-19 (e.g., shortages of personal protective equipment).
2. **Identify and address additional response needs through one or more of the allowable activities** from the list of Domains and Categories below, with examples of such activities provided in Appendix 2 of the attached “CDC-RFA-TP18-1802, Cooperative Agreement for Emergency Response: Public Health Crisis Response, COVID-19 Crisis Response Cooperative Agreement - Components A and B Supplemental Funding Interim Guidance” document dated March 15, 2020 (“CDC Interim Guidance document”):
  - a. Domain 1: Incident Management for Early Crisis Response.
    - i. Emergency Operations and Coordination

<sup>1</sup> <https://www.ncdhhs.gov/divisions/public-health/covid19/covid-19-guidance#all-guidance-for-health-care-providers-and-local-health-departments>

<sup>2</sup> <https://files.nc.gov/ncdhhs/documents/files/covid-19/COVID-19-Provider-Guidance-Final.pdf>



- ii. Responder Safety and Health
- iii. Identification of Vulnerable Populations
- b. Domain 2: Jurisdictional Recovery.
- c. Domain 3: Information Management.
  - i. Information Sharing, with emphasis on infection control policies and proper use of personal protective equipment (PPE)
  - ii. Emergency Public Information and Warning and Risk Communication, with emphasis on expanding communications and public education campaigns including digital platforms and call lines
- d. Domain 4: Countermeasures and Mitigation.
  - i. Nonpharmaceutical Interventions
  - ii. Quarantine and Isolation Support, with emphasis on isolation and quarantine of identified cases in high risk populations
  - iii. Distribution and Use of Medical Materiel
- e. Domain 5: Surge Management.
  - i. Surge Staffing
  - ii. Public Health Coordination with Healthcare Systems
  - iii. Infection Control
- f. Domain 6: Biosurveillance.
  - i. Public Health Surveillance and Real-time Reporting
  - ii. Public Health Laboratory Testing, Equipment, Supplies and Shipping
  - iii. Data Management

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

The Local Health Department shall:

1. Submit Monthly Expenditure Monitoring Reports (EMRs) to PHP&R. These EMRs are due via email ([php@ncdhhs.gov](mailto:php@ncdhhs.gov)) to the PHP&R Program Manager no later than thirty days after the month ends.
2. Provide all plans and documents for review by PHP&R staff when requested. Plans and other documents must be consistent with state and federal requirements and must be specific to your local public health area.

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

PHP&R will provide technical support to the Local Health Department to meet the required and allowable activities defined in the CDC Interim Guidance document. Templates and best practices will be provided as needed on an ongoing basis. PHP&R staff will maintain open communication with the Local Health Department and will therefore, receive and respond to all questions related to the COVID-19 Crisis Response Cooperative Agreement.

PHP&R's Subrecipient Grants Monitor or PHP&R Program Manager's designee will review reports and may schedule and conduct on-site visits with the Local Health Department to assess compliance with CDC grant and Agreement Addendum requirements, financials, and/or provide consultative assistance.

Inadequate performance on the part of the Local Health Department directly impacts the capacity of North Carolina's ability in overall preparedness. In the event that performance is deemed inadequate or

non-compliant, PHP&R reserves the right to identify the county as “high risk,” which may result in a reduction or suspension of funds.

While not necessarily an indicator of inadequate performance, a Local Health Department’s inability to spend allocated funds will result in an assessment and potential recall of funds for re-allocation to other local health departments.

## 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 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 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.
2. Unallowable costs:
  - a. Research
  - b. Clinical care except as provided above in connection with Domain 4 activities.
  - c. Publicity and propaganda (lobbying). Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - i. publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
    - ii. the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body

Detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients can be found under Additional Requirement 12: [http://www.cdc.gov/od/ohrt/interim\\_guidance/Amended\\_12\\_Requirements\\_for\\_CDC\\_Recipients\\_Aug\\_2018.pdf](http://www.cdc.gov/od/ohrt/interim_guidance/Amended_12_Requirements_for_CDC_Recipients_Aug_2018.pdf)
  - d. All unallowable costs cited in CDC-RFA-TP18-1802 remain in effect, unless specifically amended in the CDC Interim Guidance document, in accordance with 45 CFR Part 75 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards.
3. PHP&R will distribute funds to the Local Health Department in amounts based on a formula developed to maximize COVID-19 prevention and mitigation actions to protect the citizens of North Carolina. Funds will be distributed through the Controller’s Office based on standard DPH procedures. It is anticipated that the level of funding provided through this Agreement Addendum will not be enough to support all of the activities that a Local Health Department will undertake and that other resources may be necessary to meet the requirements.

4. Overlap in Projects, Budget Items, or Commitment of Effort
  - a. Funds cannot be used to supplant existing federal funds awarded by other federal sources.
  - b. Funds cannot be used to match funding on other federal awards.
5. PHP&R reserves the right to review any expenditure that is not in line with the purpose and scope of the funding source. After review of the expenditure PHP&R may reject the expenditure and then require the Local Health Department to further justify or to pay back the expense.

**FY22 Activity:** 619 COVID-19 Crisis Response

**Supplement 1**

Supplement reason:  In AA+BE or AA+BE Rev -OR-  -

CFDA #: 93.354 Fed awd date: 3/16/2020 Is award R&D? no FAIN: NU90TP922104 Total amount of fed awd: \$ 13,820,515

CFDA name:	Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response	Fed award project description:	North Carolina's Cooperative Agreement For Emergency Response: Public Health Crisis Response
		Fed awarding agency:	DHHS, Centers for Disease Control and Prevention
		Federal award indirect cost rate:	n/a

Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity	Subrecipient	Subrecipient DUNS	Fed funds for This Supplement	Total of All Fed Funds for This Activity
Alamance	965194483	0	0	Jackson	019728518	0	0
Albemarle	130537822	0	0	Johnston	097599104	0	0
Alexander	030495105	0	0	Jones	095116935	0	0
Anson	847163029	0	0	Lee	067439703	31,775	31,775
Appalachian	780131541	0	0	Lenoir	042789748	0	0
Beaufort	091567776	0	0	Lincoln	086869336	0	0
Bladen	084171628	0	0	Macon	070626825	0	0
Brunswick	091571349	0	0	Madison	831052873	0	0
Buncombe	879203560	0	0	MTW	087204173	0	0
Burke	883321205	0	0	Mecklenburg	074498353	0	0
Cabarrus	143408289	0	0	Montgomery	025384603	0	0
Caldwell	948113402	0	0	Moore	050988146	0	0
Carteret	058735804	0	0	Nash	050425677	0	0
Caswell	077846053	0	0	New Hanover	040029563	0	0
Catawba	083677138	0	0	Northampton	097594477	0	0
Chatham	131356607	0	0	Onslow	172663270	0	0
Cherokee	130705072	0	0	Orange	139209659	0	0
Clay	145058231	0	0	Pamlico	097600456	11,074	11,074
Cleveland	879924850	0	0	Pender	100955413	0	0
Columbus	040040016	0	0	Person	091563718	0	0
Craven	091564294	0	0	Pitt	080889694	0	0
Cumberland	123914376	0	0	Polk	079067930	0	0
Dare	082358631	0	0	Randolph	027873132	0	0
Davidson	077839744	0	0	Richmond	070621339	0	0
Davie	076526651	0	0	Robeson	082367871	0	0
Duplin	095124798	12,809	12,809	Rockingham	077847143	0	0
Durham	088564075	0	0	Rowan	074494014	0	0
Edgecombe	093125375	0	0	Sampson	825573975	0	0
Foothills	782359004	0	0	Scotland	091564146	0	0
Forsyth	105316439	12,326	12,326	Stanly	131060829	0	0
Franklin	084168632	0	0	Stokes	085442705	0	0
Gaston	071062186	11,067	11,067	Surry	077821858	0	0
Graham	020952383	0	0	Swain	146437553	0	0
Granville-Vance	063347626	0	0	Toe River	113345201	0	0
Greene	091564591	7,848	7,848	Transylvania	030494215	4,027	4,027
Guilford	071563613	174,828	174,828	Union	079051637	0	0
Halifax	014305957	0	0	Wake	019625961	0	0
Harnett	091565986	0	0	Warren	030239953	0	0
Haywood	070620232	0	0	Wayne	040036170	0	0
Henderson	085021470	0	0	Wilkes	067439950	0	0
Hoke	091563643	0	0	Wilson	075585695	0	0
Hyde	832526243	0	0	Yadkin	089910624	0	0
Iredell	074504507	0	0				

Activity 619	AA	1264 2680 CP	Proposed Total	New Total
Service Period		06/01-03/15		
Payment Period		07/01-04/30		
01 Alamance		0	0	0
D1 Albemarle		0	0	0
02 Alexander		0	0	0
04 Anson		0	0	0
D2 Appalachian		0	0	0
07 Beaufort		0	0	0
09 Bladen		0	0	0
10 Brunswick		0	0	0
11 Buncombe		0	0	0
12 Burke		0	0	0
13 Cabarrus		0	0	0
14 Caldwell		0	0	0
16 Carteret		0	0	0
17 Caswell		0	0	0
18 Catawba		0	0	0
19 Chatham		0	0	0
20 Cherokee		0	0	0
22 Clay		0	0	0
23 Cleveland		0	0	0
24 Columbus		0	0	0
25 Craven		0	0	0
26 Cumberland		0	0	0
28 Dare		0	0	0
29 Davidson		0	0	0
30 Davie		0	0	0
31 Duplin	* 0	12,809	12,809	12,809
32 Durham		0	0	0
33 Edgecombe		0	0	0
D7 Foothills		0	0	0
34 Forsyth	* 0	12,326	12,326	12,326
35 Franklin		0	0	0
36 Gaston	* 0	11,067	11,067	11,067
38 Graham		0	0	0
D3 Gran-Vance		0	0	0
40 Greene	* 0	7,848	7,848	7,848
41 Guilford	* 0	174,828	174,828	174,828
42 Halifax		0	0	0
43 Harnett		0	0	0
44 Haywood		0	0	0
45 Henderson		0	0	0
46 Hertford		0	0	0
47 Hoke		0	0	0
48 Hyde		0	0	0
49 Iredell		0	0	0

50 Jackson		0	0	0
51 Johnston		0	0	0
52 Jones		0	0	0
53 Lee	* 0	31,775	31,775	31,775
54 Lenoir		0	0	0
55 Lincoln		0	0	0
56 Macon		0	0	0
57 Madison		0	0	0
D4 M-T-W		0	0	0
60 Mecklenburg		0	0	0
62 Montgomery		0	0	0
63 Moore		0	0	0
64 Nash		0	0	0
65 New Hanover		0	0	0
66 Northampton		0	0	0
67 Onslow		0	0	0
68 Orange		0	0	0
69 Pamlico	* 0	11,074	11,074	11,074
71 Pender		0	0	0
73 Person		0	0	0
74 Pitt		0	0	0
75 Polk		0	0	0
76 Randolph		0	0	0
77 Richmond		0	0	0
78 Robeson		0	0	0
79 Rockingham		0	0	0
80 Rowan		0	0	0
D5 R-P-M		0	0	0
82 Sampson		0	0	0
83 Scotland		0	0	0
84 Stanly		0	0	0
85 Stokes		0	0	0
86 Surry		0	0	0
87 Swain		0	0	0
D6 Toe River		0	0	0
88 Transylvania	* 0	4,027	4,027	4,027
90 Union		0	0	0
92 Wake		0	0	0
93 Warren		0	0	0
96 Wayne		0	0	0
97 Wilkes		0	0	0
98 Wilson		0	0	0
99 Yadkin		0	0	0
Totals		265,754	265,754	265,754

Sign and Date - DPH Program Administrator

*Wayne Nixon* 6-28-2021

Sign and Date - DPH Section Chief

*QMK* 6-28-2021

Sign and Date - DPH Contracts Office

*Jemeko Stuart* 6/28/2021

Sign and Date - DPH Budget Officer

*S. Gray* 06/29/2021

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	85.10	5115-43510	Repairs Building & Grounds	85.10
Total		85.10	Total		85.10

Finance Signature  
Date Approved:

*Clayton*  
8/24/21

Manager Signature  
Date Approved:

\_\_\_\_\_

Commissioner Approval  
Date Approved:

\_\_\_\_\_

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	10,640.00	5117-41990	Professional Services	10,640.00
Total		10,640.00	Total		10,640.00

Finance Signature \_\_\_\_\_  
 Date Approved: 8/24/21  
 Manager Signature \_\_\_\_\_  
 Date Approved: \_\_\_\_\_  
 Commissioner Approval \_\_\_\_\_  
 Date Approved: \_\_\_\_\_

8/24/2021



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

Duplin County  
Budget Amendment

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

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

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

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

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

Carry forward grant

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	173.24	5126-42980	Program Supplies	173.24
Total		173.24	Total		173.24

Finance Signature

Date Approved:

*Clayton*  
8/24/21

Manager Signature

Date Approved:

\_\_\_\_\_

Commissioner Approval

Date Approved:

\_\_\_\_\_

8/24/2021

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	1,001.94	5128-42985	Program Supplies Delta Sorority	164.36
			5128-43002	Centering Pregnancy	837.58
Total		1,001.94	Total		1,001.94

Finance Signature \_\_\_\_\_  
 Date Approved: 8/24/21

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

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

8/24/2021

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	2,297.23	5131-41990	Professional Services	1,500.00
			5131-42980	Program Supplies	797.23
Total		2,297.23	Total		2,297.23

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	2,810.13	5136-40121	Salaries	1,580.76
			5136-40181	Social Security	160.00
			5136-40182	Retirement	213.04
			5136-40183	Hospital Insurance	686.66
			5136-41860	Workers Compensation	7.04
			5136-42013	Lab Processing	96.55
			5136-42420	In House Lab	0.54
			5136-43250	Postage	65.54
Total		2,810.13	Total		2,810.13

Finance Signature  
Date Approved:

*Clamies*  
8/24/21

Manager Signature  
Date Approved:

\_\_\_\_\_  
\_\_\_\_\_

Commissioner Approval  
Date Approved:

\_\_\_\_\_  
\_\_\_\_\_

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	1,974.59	5140-41990	Professional Services	1,974.59
Total		1,974.59	Total		1,974.59

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

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

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

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	134,906.76	5141-40121	Salries	29,181.72
			5141-40181	Social Security	2,232.77
			5141-40182	Retirement	1,215.71
			5141-40183	Hospital Insurance	3,602.46
			5141-41860	Workers Compensation	49.36
			5141-41990	Professional Services	22,246.75
			5141-42013	Lab Processing	73,468.75
			5141-42410	Pharmacy	1,000.00
			5141-42980	Program Supplies	1,489.24
			5141-43110	Travel	220.00
			5141-43250	Postage	200.00
Total		134,906.76	Total		134,906.76

Finance Signature  
Date Approved:

*Clarnia*  
*8/24/21*

Manager Signature  
Date Approved:

\_\_\_\_\_  
\_\_\_\_\_

Commisioner Approval  
Date Approved:

\_\_\_\_\_  
\_\_\_\_\_

8/24/2021

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	3,645.02	5169-42980	Program Supplies	2,683.13
			5169-435250	Postage	961.89
Total		3,645.02	Total		3,645.02

Finance Signature \_\_\_\_\_ *Clanier*  
Date Approved: \_\_\_\_\_ *8/24/21*

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

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

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	1,311.64	5174-42980	Program Supplies	1,311.64
Total		1,311.64	Total		1,311.64

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
*Clarice*  
*8/24/21*  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

8/24/2021



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

Duplin County  
Budget Amendment

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

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	5,640.85	5175-41990	Professional Services	3,500.00
			5175-42980	Program Supplies	1,254.74
			5175-43250	Postage	36.11
			5175-43520	Repairs & Maintenance Equipmen	200.00
			5175-43540	Software Maintenance	650.00
Total		5,640.85	Total		5,640.85

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
*Clarice*  
8/24/21

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

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

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	16,065.11	5177-40121	Salaries	14,852.73
			5177-40181	Social Security	1,136.26
			5177-41860	Workers Compensation	76.09
			5177-42980	Program Supplies	0.03
Total		16,065.11	Total		16,065.11

Finance Signature Clanier  
 Date Approved: 8/24/21

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

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

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	16,989.51	4960-42603	Supplies-grant	16,989.51
Total		16,989.51	Total		16,989.51

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

*Clanier*  
*8/24/21*

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	58.32	4963-41010	Administrative Expense	58.32
Total		58.32	Total		58.32

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

8/24/2021

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

Duplin County  
Budget Amendment

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

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	<del>58.44</del>	5950-42202	Caterer-Grant	10.35
		10.35	<del>5951-42201</del>	<del>Food-Grant</del>	<del>48.09</del>
		10.35			10.35
Total		<del>58.44</del>	Total		<del>58.44</del>

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

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

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

7/29/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	76,168.69	5602-42189	CN-Food	1,653.89
			5602-42190	CN-Supplies	22,271.34
			5602-42191	HDM-Food	31,878.62
			5602-42192	HDM-Supplies	7,218.67
			5602-42193	HHI-PPE	165.66
			5602-42194	HHI-Building Supplies	5,307.00
			5602-42195	IHA-Supplies	3,229.75
			5602-42196	FCSP-Supplies	731.26
			5602-42197	FCSP-Food/Respite	305.57
			5602-42198	FCSP-Vouchers	130.00
			5602-42199	FCSP-Supplemental	3,276.93
Total		76,168.69	Total		76,168.69

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

7/29/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	33.14	5601-40121	Salaries	8.36
			5601-40181	Social Security	23.62
			5601-40182	Retirement	0.80
			5601-40183	Hospital Insurance	0.36
Total		33.14	Total		33.14

Finance Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
*Clayton*  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commissioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

7/29/2021

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

Duplin County  
Budget Amendment

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	76.18	4962-45921	Program Management	76.18
Total		76.18	Total		76.18

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

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

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

7/29/2021



# Soil Health Cover Crop Initiative Grant

10/1/2019 \$ 2,750.00

Contract Number EPA-19-02

Revenue 4962-34967

Total Received for Grant \$ 1,526.25

Cover Crop Establishment \$ 1,000.00

Accounts			
Expenditures	4962-45902		
Revenue			

Spring Workshop \$ 750.00

Accounts			
Expenditures	4962-45911		
Revenue			

Program Management \$ 1,000.00

Accounts			
Expenditures	4562-45921		
Revenue			

\$ 2,750.00

Checkbook	Amount	Balance
Discount Mugs- Pens for workshop	<del>80.26</del> 86.25	\$ 2,663.75
Cover Crop Establishment	\$ ✓ 440.00	\$ 2,223.75
Easy Canvas Print Pictures for wall <i>Scopcard</i>	<del>269.76</del> 288.66	\$ 1,935.09
Spring Workshop Cancelled COVID canceled	\$ 663.75	\$ 1,271.34
Cover Crop Establishment canceled	\$ 560.00	\$ 711.34
Eastern Outfitters- Rain Boots <i>Febpcard</i>	<del>89.99</del> 96.29	\$ 615.05
Simpson Brothers-Rainboots <i>Febpcard</i>	<del>89.95</del> 96.25	\$ 518.80
Amazon-Rainboots and Coveralls <del>80.00</del>	<del>116.98</del> 173.32	\$ 345.48
LL Bean - uniform shirts <del>113.00</del>	<del>184.02</del> 194.09	\$ 151.39
Amazon portfolios	133.76	\$ 8.26
	<u>1450.07</u>	<u>1517.99</u>

Revenue 1526.25

expenses 1450.07

76.18

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

Duplin County  
Budget Amendment

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

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

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

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39951	Fund Bal Carry Fwd Grants	22,993.81	6160-49913	State grant	22,993.81
Total		22,993.81	Total		22,993.81

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

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

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

7/29/2021

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:**  
 Rebudget amount for generator backordered from FY 21

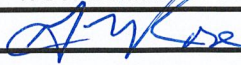
Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39969	Fund Balance	35,000.00	6160-45100	Capital Outlay	35,000.00
Total		35,000.00	Total		35,000.00

Finance Signature \_\_\_\_\_  
 Date Approved: \_\_\_\_\_  
 Manager Signature \_\_\_\_\_  
 Date Approved: \_\_\_\_\_  
 Commisioner Approval \_\_\_\_\_  
 Date Approved: \_\_\_\_\_

7/29/2021

BA # 1

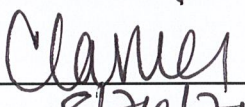
Duplin County  
Budget Amendment

Department Title TAX ADMINISTRATION  
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:**  
MOVING MONEY FROM REVENUE ACCOUNT WHERE WE DEPOSIT MONEY THAT IS COLLECTED FROM PROPERTY OWNERS SO THAT WE CAN PAY THE COUNTY ATTORNEY

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-31010	OTHER LEGAL FEES	2,029.21	4140-41990	PROFESSIONAL SERVICES	2,029.21
Total		2,029.21	Total		2,029.21

Finance Signature   
Date Approved: 8/24/21

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

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

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

Duplin County  
Budget Amendment

Department Title \_\_\_\_\_ Water  
Department Head's Signature \_\_\_\_\_ Donna 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:**

Funds were approved April 5, 2021 but due to the start up of new software, bills were not received before budget year ending June 30, 2021 so I waited to move the funds until needed. See back up for additional information

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
66-39969	Fund Balance	17,958.00	7100-41990	Professional Service	10,500.00
<u>7100</u>			7100-42600	Supplies	7,458.00
Total		17,958.00	Total		17,958.00

Finance Signature \_\_\_\_\_  
Date Approved: 8/30/21  
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)

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

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

Revenue code	Line Item Description	Amount	Expense code	Line Item Description	Amount
4100-39969	Fund Balance	144,650.62	4230-43520	Repairs & Maintenance Equipmer	144,650.62
Total		144,650.62	Total		144,650.62

Finance Signature \_\_\_\_\_  
Date Approved: 8/30/21 \_\_\_\_\_  
Manager Signature \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Commisioner Approval \_\_\_\_\_  
Date Approved: \_\_\_\_\_

8/30/2021

9-1-2021

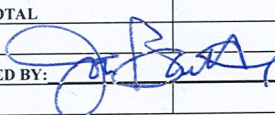
AGENDA

DUPLIN COUNTY  
TAX AND SOLID WASTE REQUEST  
RELEASE DATE SEPTEMBER 7, 2021

RELEASE NUMBER	NAME	TOWNSHIP	FIRE DISTRICT CODE	TAX YEAR	ACCOUNT NUMBER	COUNTY TAX	CAPITAL FUND	FIRE DISTRICT	LATE LIST PENALTY	SOLID WASTE	TOTAL AMOUNT	REASON FOR RELEASE
18702	ALBA, JOSE REYMONDO	WARSAW	STACEY BRITT	2021	0016516	\$ 14.30	\$ 0.40	\$ 1.40	\$ 1.61	\$ 90.00	\$ 107.71	SWMH DOUBLE LISTED
18703	AMANDA A. MURPHY, CPA PLLC	KENANSVILLE		2021	0075491	\$ -	\$ -	\$ -	\$ 11.59	\$ -	\$ 11.59	LISTING ON TIME-NO PENALTY
18704	AYCOCK, HERBERT	CYPRESS CREEK		2021	0189477	\$ 12.25	\$ 0.34	\$ -	\$ -	\$ -	\$ 12.59	CORRECTED BOAT VALUE
18705	BANNERMAN, MIZURIA MAE	ROSE HILL		2021	0244870	\$ 178.75	\$ 5.00	\$ -	\$ -	\$ -	\$ 183.75	SIGNED FOR ELDERLY EXEMPTION LATE
18706	BANNERMAN, MIZURIA MAE	ROSE HILL		2020	0244871	\$ 178.75	\$ 5.00	\$ -	\$ -	\$ -	\$ 183.75	SIGNED FOR ELDERLY EXEMPTION LATE
18707	BASDEN, RONALD & BARBARA	LIMESTONE	EAST DUPLIN	2021	0302372	\$ 174.64	\$ 4.89	\$ 11.19	\$ -	\$ -	\$ 190.72	EXEMPTION REMOVED IN ERROR
18708	BATTS, DUANE	ISLAND CREEK		2021	0351907	\$ 256.69	\$ 7.18	\$ -	\$ -	\$ -	\$ 263.87	PARCEL SHOULD HAVE BEEN TRANSFERRED 2021
18709	BEASLEY, DIANNE	MAGNOLIA		2021	010002264	\$ 532.68	\$14.90	\$ -	\$ -	\$ 90.00	\$ 637.58	MISC. IMPROVEMENTS VALUED ON 12-908-2
18710	BLIZZARD, WALTER & DENISE	LIMESTONE	EAST DUPLIN	2021	0661672	\$ 3.58	\$ 0.10	\$ 0.23	\$ 0.39	\$ -	\$ 4.30	SOLD BOAT 3 YEARS AGO
18711	BRINEGAR, TERI WYNNE	WARSAW		2021	010002045	\$ 163.74	\$ 4.58	\$ -	\$ -	\$ -	\$ 168.32	VALUE INCREASE TO UPGRADES-NO UPGRADES
18712	BROWN, NORMAN E, JR & WIFE	ISLAND CREEK		2021	1271795	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	HOUSE VACANT FOR YEARS
18713	BROWNING, RONALD	ISLAND CREEK	GREENEVERS	2021	10002651	\$ 42.76	\$ 1.20	\$ 4.19	\$ 4.82	\$ -	\$ 52.97	LOWERED BOAT VALUE FROM BILL OF SALE
18714	CALDWELL, RODNEY	LIMESTONE	FOUNTAIN TOWN	2021	1461520	\$ 41.90	\$ 1.17	\$ 2.93	\$ 4.60	\$ -	\$ 50.60	SOLD BOAT
18715	CALDWELL, RODNEY	LIMESTONE	FOUNTAIN TOWN	2020	1461520	\$ 41.90	\$ 1.17	\$ 2.93	\$ 4.60	\$ -	\$ 50.60	SOLD BOAT
18716	CALDWELL, RODNEY	LIMESTONE		2019	1461520	\$ 41.90	\$ 1.17	\$ -	\$ -	\$ -	\$ 43.07	SOLD BOAT
18717	CAMPOS, ANGELINA & LAURENC	MAGNOLIA		2021	010001226	\$ 31.10	\$ 0.87	\$ -	\$ -	\$ -	\$ 31.97	MYT DOUBLE LISTED
18718	CANNON FINANCIAL SERV. INC	ROSE HILL		2021	10003150	\$ 11.63	\$ 0.33	\$ -	\$ -	\$ -	\$ 11.96	ASSET DOUBLE LISTED
18719	CAVENAUGH, GORDON RAY	ISLAND CREEK		2021	1752400	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	VACANT LAND-NO DWELLING
18720	CAVENAUGH, GORDON RAY	ISLAND CREEK		2020	1752400	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	VACANT LAND-NO DWELLING
18721	CAVENAUGH, GORDON RAY	ISLAND CREEK		2019	1752400	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	VACANT LAND-NO DWELLING
18722	CAVENAUGH, GORDON RAY	ISLAND CREEK		2018	1752400	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	VACANT LAND-NO DWELLING
18723	CAVENAUGH, GORDON RAY	ISLAND CREEK		2021	1752395	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	HOUSE VACANT AFTER HURRICANE FLORENCE
18724	CAVENAUGH, GORDON RAY	ISLAND CREEK		2020	1752395	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	HOUSE VACANT AFTER HURRICANE FLORENCE
18725	CRETE INVESTMENTS	ISLAND CREEK		2021	010001784	\$ 343.92	\$ 9.62	\$ -	\$ -	\$ -	\$ 353.54	LAND VALUED INCORRECTLY
18726	DAVIS, ELBERT J., JR & WIFE	WOLFSCRAPE		2021	2189475	\$ -	\$ -	\$ -	\$ -	\$ 23.40	\$ 23.40	TURNED IN PRIVATE HAULER FORM LATE
18727	DUNCAN, CONNY, JR & WIFE	ALBERTSON		2021	2418599	\$ 344.63	\$ 9.64	\$ -	\$ -	\$ 90.00	\$ 444.27	LISTED ON 05-181-DWMH MOVED
18728	EVANS, PHILLIP	KENANSVILLE		2021	2595069	\$ 718.58	\$20.10	\$ -	\$ -	\$ -	\$ 738.68	HOGS REMOVED FROM 2 OF 3 BUILDINGS
18729	FAULK, NELLIE T.	WOLFSCRAPE		2021	2786112	\$ -	\$ -	\$ -	\$ -	\$ 270.00	\$ 270.00	SHOULD ONLY BE 3 SOLID WASTE FEES
18730	FARM CREDIT LEASING SERV. CC	WARSAW	GOSHEN	2021	000000614	\$ 607.51	\$16.99	\$ 55.23	\$ -	\$ -	\$ 679.73	MYT DOUBLE LISTED
18731	FINANCIAL PACIFIC LEASING	ISLAND CREEK		2021	000001750	\$ 315.21	\$ 8.82	\$ -	\$ 32.40	\$ -	\$ 356.43	ASSETS DISPOSED 8/18/2020
18732	FIRST FLEET MASTER TITLING	WARSAW	STACEY BRITT	2020	000001843	\$ 202.43	\$ 5.66	\$ 19.82	\$ -	\$ -	\$ 227.91	PER TAXPAYER TAGS-SOLD 2020
18733	GAINUS, BETTY K.	GLISSON		2021	3060718	\$ -	\$ -	\$ -	\$ -	\$ 23.40	\$ 23.40	TURNED IN PRIVATE HAULER FORM LATE
18734	GRADY, ROBERT CARLTON	ALBERTSON	ALBERTSON	2021	3251450	\$ 481.91	\$13.48	\$ 50.55	\$ -	\$ -	\$ 545.94	DOUBLE LISTED BUILDING
18735	GRADY, ROBERT CARLTON	ALBERTSON	ALBERTSON	2020	3251450	\$ 481.91	\$13.48	\$ 50.55	\$ -	\$ -	\$ 545.94	DOUBLE LISTED BUILDING
18736	GRADY, ROBERT CARLTON	ALBERTSON	ALBERTSON	2019	3251450	\$ 481.91	\$13.48	\$ 50.55	\$ -	\$ -	\$ 545.94	DOUBLE LISTED BUILDING
18737	GRADY, ROBERT CARLTON	ALBERTSON	ALBERTSON	2018	3251450	\$ 481.91	\$ -	\$ 50.55	\$ -	\$ -	\$ 532.46	DOUBLE LISTED BUILDING
18738	GRADY, ROBERT CARLTON	ALBERTSON	ALBERTSON	2017	3251450	\$ 468.43	\$ -	\$ 50.55	\$ -	\$ -	\$ 518.98	DOUBLE LISTED BUILDING
18739	GREAT AMERICA FINANCIAL SER	WOLFSCRAPE		2021	10003102	\$ 4.53	\$ 0.13	\$ -	\$ -	\$ -	\$ 4.66	KEYED IN AS WRONG YEAR ACQUIRED
18740	GRIFFIN, MICHAEL M.	WOLFSCRAPE	OAKWOLF	2021	010001787	\$ 14.30	\$ 0.40	\$ 1.00	\$ 1.57	\$ 90.00	\$ 107.27	NEVER OWNED 1986 SWMH
18741	HALL, JAMES E. HRS	CYPRESS CREEK	CHINQUAPIN	2021	3463533	\$ 109.40	\$ 3.06	\$ 10.71	\$ -	\$ 90.00	\$ 213.17	HOUSE REMOVED IN 2020

18742	HERRINGTON, KEVIN A. & WIFE	ALBERTSON	ALBERTSON	2020	3881897	\$ 89.57	\$ 2.51	\$ 9.40	\$ 10.15	\$ -	\$ 111.63	BOAT SOLD IN FLORIDA
18743	HORNER, MICHAEL & MANDY	LIMESTONE	EAST DUPLIN	2021	4114593	\$ 233.81	\$ 6.54	\$ 14.98	\$ -	\$ 90.00	\$ 345.33	HOME ON WRONG ACCOUNT-MOVED TO 07-2105
18744	INTERFACE SECURITY SYSTEMS	ROSE HILL		2021	000001203	\$ 1.39	\$ 0.04	\$ -	\$ -	\$ -	\$ 1.43	OUT OF BUSINESS
18745	JAMES, ADIAN R.	ISLAND CREEK		2021	4335500	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	SWMH NEVER BEEN LIVED IN
18746	JAMES, ADIAN R.	ISLAND CREEK		2020	4335500	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	SWMH NEVER BEEN LIVED IN
18747	JENKINS, RICHARD & SUZANNE	MAGNOLIA		2021	010002018	\$ 399.69	\$11.18	\$ -	\$ -	\$ -	\$ 410.87	BILLED TWICE DUE TO CAMA ERROR
18748	JONES, JAMES BERNICE, JR	KENANSVILLE		2021	10002707	\$ 3.58	\$ 0.10	\$ -	\$ 0.37	\$ -	\$ 4.05	2009 WESCO TL DUPLICATED & ROGUE TL SOLD
18749	JONES, JAMES B., JR & LAURA	KENANSVILLE	LIBERTY HALL	2021	4621213	\$ 56.31	\$ 1.58	\$ 5.51	\$ 6.34	\$ -	\$ 69.74	BOAT & TRAILER SOLD OUT OF COUNTY
18750	JONES, JAMES B., JR & LAURA	KENANSVILLE		2020	4621213	\$ 56.31	\$ 1.58	\$ -	\$ -	\$ -	\$ 57.89	BOAT & TRAILER SOLD OUT OF COUNTY
18751	JONES, JAMES B., JR & LAURA	KENANSVILLE		2019	4621213	\$ 50.95	\$ 1.43	\$ -	\$ 5.24	\$ -	\$ 57.62	BOAT SOLD OUT OF COUNTY
18752	JONES, JAMES B., JR & LAURA	KENANSVILLE		2018	4621213	\$ 50.95	\$ -	\$ -	\$ 5.10	\$ -	\$ 56.05	BOAT SOLD OUT OF COUNTY
18753	JOSEPH, TAWANNA S. & DANIEL	ISLAND CREEK	NORTHEAST	2021	010002438	\$ 382.53	\$10.70	\$ 48.15	\$ -	\$ 90.00	\$ 531.38	PROPERTY TRANSFERRED IN ERROR
18754	KING VENTURES	LIMESTONE		2021	010001849	\$ 830.83	\$23.24	\$ -	\$ -	\$ -	\$ 854.07	SPLIT DONE-INCORRECT VALUE
18755	KLINK, ALLEN K. & PATRICIA	LIMESTONE	EAST DUPLIN	2021	010000455	\$ 15.51	\$ 0.43	\$ 0.99	\$ 1.69	\$ -	\$ 18.62	SOLD BOAT YEARS AGO
18756	KORNEGAY, GRIFFEN JASE	GLISSON	GLISSON	2021	010002282	\$ 1,224.08	\$34.24	\$ 111.28	\$ -	\$ 90.00	\$ 1,459.60	HOUSE VALUED ON WRONG LOT
18757	KORNEGAY, HOPE H. & OTHERS	GLISSON	GLISSON	2021	5062485	\$ 19.30	\$ 0.54	\$ 1.75	\$ -	\$ -	\$ 21.59	DEFERRED BILLED IN ERROR
18758	KORNEGAY, HOPE H. & OTHERS	GLISSON	GLISSON	2021	5062485	\$ 19.30	\$ 0.54	\$ 1.75	\$ -	\$ -	\$ 21.59	DEFERRED BILLED IN ERROR
18759	KORNEGAY, HOPE H. & OTHERS	GLISSON	GLISSON	2021	5062485	\$ 19.30	\$ 0.54	\$ 1.75	\$ -	\$ -	\$ 21.59	DEFERRED BILLED IN ERROR
18760	KORNEGAY, HOPE H. & OTHERS	GLISSON	GLISSON	2021	5062485	\$ 19.30	\$ -	\$ 1.75	\$ -	\$ -	\$ 21.05	DEFERRED BILLED IN ERROR
18761	LISANE, JESSIE, JR. & WIFE	ISLAND CREEK	GREENEVERS	2021	5368292	\$ 55.06	\$ 1.54	\$ 5.39	\$ -	\$ -	\$ 61.99	HOUSE REMOVED IN 2012
18762	LISANE, JESSIE, JR. & WIFE	ISLAND CREEK		2021	5368292	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	NO DWELLING ON PROPERTY
18763	MILLER, JEROMY	LIMESTONE	EAST DUPLIN	2021	5937786	\$ 449.02	\$12.56	\$ 28.76	\$ -	\$ 66.60	\$ 556.94	REPAIRS FROM FLOOD NOT MADE
18764	MIMMS, BETTY DENT	FAISON	GOSHEN	2021	6013980	\$ 256.69	\$ 7.18	\$ 23.34	\$ -	\$ -	\$ 287.21	EXEMPTION REMOVED IN ERROR
18765	NEIGHBORS 4 NEIGHBORS	WARSAW		2021	6337249	\$ 3.58	\$ 0.10	\$ -	\$ 0.64	\$ -	\$ 4.32	SWMH DESTROYED & SOLD FOR SCRAPS
18766	NICHOLS FOODSERVICE INC.	ISLAND CREEK		2014	6417500	\$ 3,437.95	\$ -	\$ -	\$ 343.80	\$ -	\$ 3,781.75	OUT OF BUSINESS
18767	OUTLAW, CHRISTY CARLTON	WARSAW	STACEY BRITT	2021	6508611	\$ 80.08	\$ 2.24	\$ 7.84	\$ -	\$ -	\$ 90.16	HOME REMOVED
18768	PADGETT, BRANDON	ISLAND CREEK	NORTHEAST	2021	10002881	\$ 17.66	\$ 0.49	\$ 2.22	\$ 2.04	\$ 90.00	\$ 112.41	DOES NOT OWN CAMPER
18769	PARKER, TROY & JEANITTA	ISLAND CREEK	GREENEVERS	2021	6637866	\$ 10.73	\$ 0.30	\$ 1.05	\$ 1.21	\$ 90.00	\$ 103.29	SWMH VALUE DROPPED DUE TO HURRICANE 2018
18770	PARKER, TROY & JEANITTA	ISLAND CREEK	GREENEVERS	2020	6637866	\$ 10.73	\$ 0.30	\$ 1.05	\$ 1.21	\$ 90.00	\$ 103.29	SWMH VALUE DROPPED DUE TO HURRICANE 2018
18771	PARKER, TROY & JEANITTA	ISLAND CREEK		2019	6637866	\$ 10.73	\$ 0.30	\$ -	\$ 1.10	\$ -	\$ 12.13	SWMH VALUE DROPPED DUE TO HURRICANE 2018
18772	ROYAL, PATRICIA A. KELLY	FAISON	STACEY BRITT	2021	7545448	\$ 334.62	\$ 9.36	\$ 32.76	\$ -	\$ -	\$ 376.74	SIGNED FOR ELDERLY EXEMPTION LATE
18773	SCARBROUGH, WILLIS EDWARD	ISLAND CREEK	NORTHEAST	2021	7671987	\$ 18.59	\$ 0.52	\$ 2.34	\$ 2.15	\$ 90.00	\$ 113.60	SWMH DOUBLE LISTED
18774	SOUTH ATLANTIC CONFERENCE	ISLAND CREEK		2021	010000427	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	IS EXEMPT-NO SOLID WASTE FEE
18775	STALLINGS, WESLEY ALLEN	ISLAND CREEK		2021	8191467	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	SWMH VACANT-OWNER IN PRISON
18776	STOKES, MELVIN D. & WIFE	ISLAND CREEK	GREENEVERS	2021	8257902	\$ 226.66	\$ 6.34	\$ 22.19	\$ -	\$ -	\$ 255.19	SIGNED FOR ELDERLY EXEMPTION LATE
18777	RANDY STRICKLAND, HRS	LIMESTONE	EAST DUPLIN	2021	8284450	\$ 14.30	\$ 0.40	\$ 0.92	\$ 1.56	\$ 90.00	\$ 107.18	NEVER OWNED SWMH
18778	RANDY STRICKLAND, HRS	LIMESTONE	EAST DUPLIN	2020	8284450	\$ 14.30	\$ 0.40	\$ 0.92	\$ 1.56	\$ 90.00	\$ 107.18	NEVER OWNED SWMH
18779	RANDY STRICKLAND, HRS	LIMESTONE	EAST DUPLIN	2019	8284450	\$ 14.30	\$ 0.40	\$ 0.92	\$ 1.56	\$ 90.00	\$ 107.18	NEVER OWNED SWMH
18780	RANDY STRICKLAND, HRS	LIMESTONE	EAST DUPLIN	2018	8284450	\$ 14.30	\$ -	\$ 0.92	\$ 1.52	\$ 90.00	\$ 106.74	NEVER OWNED SWMH
18781	RANDY STRICKLAND, HRS	LIMESTONE	EAST DUPLIN	2017	8284450	\$ 13.90	\$ -	\$ 0.92	\$ 1.48	\$ 90.00	\$ 106.30	NEVER OWNED SWMH
18782	RANDY STRICKLAND, HRS	LIMESTONE	EAST DUPLIN	2016	8284450	\$ 14.60	\$ -	\$ 0.92	\$ 1.55	\$ 90.00	\$ 107.07	NEVER OWNED SWMH
18783	RANDY STRICKLAND, HRS	LIMESTONE		2015	8284450	\$ 14.60	\$ -	\$ -	\$ 1.46	\$ 90.00	\$ 106.06	NEVER OWNED SWMH
18784	RANDY STRICKLAND, HRS	LIMESTONE		2014	8284450	\$ 14.60	\$ -	\$ -	\$ 1.46	\$ 90.00	\$ 106.06	NEVER OWNED SWMH
18785	RANDY STRICKLAND, HRS	LIMESTONE		2013	8284450	\$ 14.40	\$ -	\$ -	\$ 1.44	\$ 90.00	\$ 105.84	NEVER OWNED SWMH



18786	RANDY STRICKLAND, HRS	LIMESTONE		2012	8284450	\$ 14.20	\$ -	\$ -	\$ 1.42	\$ 90.00	\$ 105.62	NEVER OWNED SWMH
18787	VOID											
18788	STROUD, PARRISH D.	KENANSVILLE	LIBERTY HALL	2021	8314891	\$ 17.23	\$ 0.48	\$ 1.69	\$ -	\$ 90.00	\$ 109.40	SWMH BILLED IN ERROR
18789	THE GLASS SLIPPER BOUTIQUE	ISLAND CREEK		2021	10001880	\$ -	\$ 0.30	\$ -	\$ 2.03	\$ -	\$ 2.33	BUSINESS PERSONAL BILLED WRONG
18790	THE GLASS SLIPPER BOUTIQUE	ISLAND CREEK		2021	10001880	\$ 10.69	\$ -	\$ -	\$ -	\$ -	\$ 10.69	BUSINESS PERSONAL BILLED WRONG
18791	THOMAS, CLARENCE	SMITH	EAST DUPLIN	2021	8694100	\$ 815.10	\$22.80	\$ 52.21	\$ -	\$ -	\$ 890.11	HOUSE BILLED ON WRONG PARCEL
18792	TYNDALL, PATRICIA & ZENNIE	ALBERTSON	ALBERTSON	2021	8886495	\$ 229.51	\$ 6.42	\$ 24.07	\$ -	\$ -	\$ 260.00	NEW OWNER ASSUMED LAND USE
18793	TYNDALL, PATRICIA & ZENNIE	ALBERTSON	ALBERTSON	2021	8886495	\$ 229.51	\$ 6.42	\$ 24.07	\$ -	\$ -	\$ 260.00	NEW OWNER ASSUMED LAND USE
18794	TYNDALL, PATRICIA & ZENNIE	ALBERTSON	ALBERTSON	2021	8886495	\$ 229.51	\$ 6.42	\$ 24.07	\$ -	\$ -	\$ 260.00	NEW OWNER ASSUMED LAND USE
18795	TYNDALL, PATRICIA & ZENNIE	ALBERTSON	ALBERTSON	2021	8886495	\$ 229.51	\$ -	\$ 24.07	\$ -	\$ -	\$ 253.58	NEW OWNER ASSUMED LAND USE
18796	TYNER, JAMES RALPH	KENANSVILLE	LIBERTY HALL	2021	8888360	\$ 291.83	\$ 8.16	\$ 28.57	\$ -	\$ -	\$ 328.56	SOLD BOAT IN 2020
18797	CHARLIE WILLIAMS HRS.	ROSE HILL	ROSEMARY	2021	9510147	\$ 117.98	\$ 3.30	\$ 11.55	\$ -	\$ -	\$ 132.83	CORRECTED LAND TYPE
18798	WOODARD, CHARLES D. & WIFE	KENANSVILLE		2021	9848900	\$ 3,718.00	#####	\$ -	\$ -	\$ -	\$ 3,822.00	IMPROVEMENT LISTED ON 13-2388 & 13-2386
18799	KNOWLES FARMS, INC.	ROCKFISH	ROSEMARY	2021	5020152	\$ 371.08	\$10.38	\$ 36.33	\$ -	\$ -	\$ 417.79	VERIFIED INCOME FOR LAND USE
18800	KNOWLES FARMS, INC.	ROCKFISH	ROSEMARY	2021	5020152	\$ 371.08	\$10.38	\$ 36.33	\$ -	\$ -	\$ 417.79	VERIFIED INCOME FOR LAND USE
18801	KNOWLES FARMS, INC.	ROCKFISH		2021	5020152	\$ 371.08	\$10.38	\$ -	\$ -	\$ -	\$ 381.46	VERIFIED INCOME FOR LAND USE
18802	KNOWLES FARMS, INC.	ROCKFISH		2021	5020152	\$ 371.08	\$ -	\$ -	\$ -	\$ -	\$ 371.08	VERIFIED INCOME FOR LAND USE
18803	KNOWLES FARMS, INC.	ROCKFISH	ROSEMARY	2021	5020150	\$ 137.28	\$ 3.84	\$ 13.44	\$ -	\$ -	\$ 154.56	VERIFIED INCOME FOR LAND USE
18804	KNOWLES FARMS, INC.	ROCKFISH	ROSEMARY	2021	5020150	\$ 137.28	\$ 3.84	\$ 13.44	\$ -	\$ -	\$ 154.56	VERIFIED INCOME FOR LAND USE
18805	KNOWLES FARMS, INC.	ROCKFISH		2021	5020150	\$ 137.28	\$ 3.84	\$ -	\$ -	\$ -	\$ 141.12	VERIFIED INCOME FOR LAND USE
18806	KNOWLES FARMS, INC.	ROCKFISH		2021	5020150	\$ 137.28	\$ -	\$ -	\$ -	\$ -	\$ 137.28	VERIFIED INCOME FOR LAND USE
18807	KNOWLES FARMS, INC.	ROCKFISH	ROSEMARY	2021	5020150	\$ 224.51	\$ 6.28	\$ 21.98	\$ -	\$ -	\$ 252.77	VERIFIED INCOME FOR LAND USE
18808	KNOWLES FARMS, INC.	ROCKFISH	ROSEMARY	2021	5020150	\$ 224.51	\$ 6.28	\$ 21.98	\$ -	\$ -	\$ 252.77	VERIFIED INCOME FOR LAND USE
18809	KNOWLES FARMS, INC.	ROCKFISH		2021	5020150	\$ 224.51	\$ 6.28	\$ -	\$ -	\$ -	\$ 230.79	VERIFIED INCOME FOR LAND USE
18810	KNOWLES FARMS, INC.	ROCKFISH		2021	5020150	\$ 224.51	\$ -	\$ -	\$ -	\$ -	\$ 224.51	VERIFIED INCOME FOR LAND USE
18811	CAVENAUGH, GORDON RAY	ISLAND CREEK		2017	1752400	\$ -	\$ -	\$ -	\$ -	\$ 90.00	\$ 90.00	VACANT LAND-NO DWELLING
	<b>GRAND TOTAL</b>					<b>\$ 24,131.81</b>	<b>#####</b>	<b>\$ 1,025.95</b>	<b>\$ 459.66</b>	<b>#NAME?</b>	<b>\$ 29,761.40</b>	
	SUBMITTED BY:											
	FINAL APPROVAL BY:											
	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.

Name / Department: Elizabeth Stalls, Planning	Meeting Date: September 7, 2021
Subject: Flood Buyout Property Lease and Maintenance Agreement	
<p>Summary, explanation and background: One year lease for county-owned property acquired through a flood buyout program to be made part of the minutes to maintain a copy in public records.</p>	
Requested Action: Add this item to the Consent Agenda and incorporate a copy of the lease into the meeting minutes.	
Budget impact for this fiscal year: (Funds available, allocation needed, etc.) None	
Budget impact for subsequent years: (Funds available, allocation needed, etc.) None	
Time needed to explain to Commissioners: None (Consent Agenda)	
Attachments: Copy of signed leases (2 leases)	
Instructions for what to do with attachments once approved: N/A	

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

**NORTH CAROLINA  
DUPLIN COUNTY**

**DUPLIN COUNTY BUYOUT PROPERTY  
LEASE AND MAINTENANCE AGREEMENT**

THIS LEASE and MAINTENANCE AGREEMENT, is made and entered into effective the 7<sup>th</sup> day of August, 2024, by and between DUPLIN COUNTY, a political subdivision of the State of North Carolina, hereinafter referred to as "LESSOR", and NORTHEAST RURITAN CLUB, hereinafter referred to as "LESSEE".

**WITNESSETH:**

That the LESSOR hereby leases to the LESSEE the premises in Duplin County identified as follows:

1. Duplin County Tax Parcel #09-F009, consisting of approximately 0.6 acre, as shown on the diagrams or survey marked "Exhibit A-1" and further described by a legal description marked "Exhibit A-2," which are attached hereto and made a part hereof;
2. Duplin County Tax Parcel #09-F044, consisting of approximately 0.67 acre, as shown on the diagrams or survey marked "Exhibit B-1" and further described by a legal description marked "Exhibit B-2," which are attached hereto and made a part hereof;
3. Duplin County Tax Parcel #09-F014, consisting of approximately 1.24 acres, as shown on the diagrams or survey marked "Exhibit C-1" and further described by a legal description marked "Exhibit C-2," which are attached hereto and made a part hereof;
4. Duplin County Tax Parcel #09-F039, consisting of approximately 1.38 acres, as shown on the diagrams or survey marked "Exhibit D-1" and further described by a legal description marked "Exhibit D-2," which are attached hereto and made a part hereof;
5. Duplin County Tax Parcel #09-F015, consisting of approximately 2.81 acres, as shown on the diagrams or survey marked "Exhibit E-1" and further described by a legal description marked "Exhibit E-2," which are attached hereto and made a part hereof;

This LEASE and MAINTENANCE AGREEMENT is executed upon the following terms and conditions:

1. **TERM.** For 12 months, which shall begin on the 1st day of June, 2021, and shall exist and continue until the 31st day of May, 2022, unless sooner terminated as hereinafter set forth.
2. **RENT.** The LESSEE agrees to pay rent to LESSOR of one dollar (\$1.00) for the lease period for the leased premises, payable in full upon execution of this agreement for the full term of the lease, and additional consideration in the form of the required maintenance of the property according to the terms of this Agreement.
3. **ASSIGNMENT/SUBLETTING.** The lease shall not be assigned, or the leased property sublet.
4. **MAINTENANCE.** During the term of this lease, LESSEE shall maintain the real property in good condition; including cutting grass, trimming of shrubs and plants as necessary, and insuring that no trash or other debris accumulates upon the property.

5. PERMISSABLE USES OF PROPERTY. The real property, the subject of this Agreement is restricted to certain uses, as follows: open space, recreational, or wetlands; which include: parks, outdoor recreational activities, nature reserves, cultivation, and grazing.

**NO OTHER USES ARE TO BE PERMITTED UPON THIS PROPERTY. NO NEW PERMANENT STRUCTURES OR IMPERMEABLE SURFACES MAY BE PLACED OR CONSTRUCTED UPON THE PROPERTY. AT EXPIRATION OF LEASE, PROPERTY WILL BE RETURNED TO LESSEE IN THE SAME CONDITION AS WHEN LEASED.**

NO HUNTING is allowed on this leased property.

6. CARE AND MAINTENANCE. Lessee acknowledges that the leased premises are in good order and repair. Lessee shall maintain the premises in a good and safe condition.

7. ASSIGNMENT AND SUBLETTING. Lessee shall not assign and/or sublet any rights or title in the leased premises without the prior written consent of the Lessor. Lessor shall not unreasonably withhold consent to assign or sublet the leased premises.

8. NOTICE. Any notice hereunder shall be in writing and shall not be effective, any law or statute to the contrary notwithstanding, unless the same shall be hand-delivered or forwarded by the United States Postal Service, registered or certified, with return receipt requested, to the party being notified at the address herein below specified. Any such notice given by United States Postal Service shall be deemed given and sufficient upon receipt, refusal or non-delivery, after five (5) days:

Lessor: c/o County Manager, P.O. Box 910, Kenansville, NC 28349

Lessee: c/o Northeast Ruritan Club, c/o Mack Raynor, 135 Summer Ridge Dr, Wallace, NC 28466

The foregoing addresses from time to time may be changed by notice as provided herein.

9. WAIVER OF LIABILITY. The Lessor shall in no way be liable for any injury or damage to any person or property arising from the use of said leased premises by the Lessees.

10. GENERAL LIABILITY, PROPERTY & CASUALTY INSURANCE. Lessee shall obtain and maintain property and casualty insurance for the leased premises and shall provide a Certificate of Insurance to the Lessor upon execution of this Lease.

11. ENTIRE AGREEMENT. This instrument contains the entire agreement and understanding between the parties and there are no oral understandings, terms or conditions, and no party has relied upon any representation, express or implied, not contained herein. All prior negotiations, understandings, terms and conditions are deemed merged in this Lease.

12. PARAGRAPH HEADINGS. The paragraph headings used herein are for convenience of reference only and shall not be considered terms of this Lease.

13. GRAMMATICAL USAGE. Throughout the Lease, reference to the neuter gender shall be deemed to include the masculine and feminine, the singular the plural and the plural the singular, as indicated by the context in which used.

14. SEVERABILITY. In the event of any term, provision or covenant herein contained or the application thereof to any circumstances or situation shall be invalid or unenforceable in whole or in part, the remainder hereof and the application of said term or provision or covenant to any other circumstances or situation shall not be effected thereby, and every other term, provision or covenant herein shall be valid and enforceable to the full extent permitted by law.

15. GOVERNING LAW. This Lease has been executed and shall be performed in the State of North Carolina and the parties hereto contend that the laws of the State of North Carolina shall govern the construction and enforceability of the provisions thereof.

16. LESSEE shall insure to LESSOR that LESSEE will make no unlawful or offensive use of the premises, nor allow any others to do so.

17. DEFAULT. Failure of LESSEE to maintain the property according to the terms of this Agreement shall constitute a default under this Agreement, and if such default shall continue for a period exceeding thirty (30) days, or if the LESSEE shall violate any of the other provisions of this Agreement, and if such default shall not have been cured or such cure not initiated within 30 days of receipt by LESSEE of a written notice of such default, the LESSOR, without any other notice or demand, may terminate this Agreement and require LESSEE to immediately surrender the premises.

18. HOLD HARMLESS. The LESSEE hereby agrees to indemnify and Hold Harmless the LESSOR for any and all liability arising in connection with this agreement. It is further agreed that the LESSOR may terminate this agreement by notifying the LESSEE in writing of its intent to terminate, at least thirty (30) days prior to such Termination.

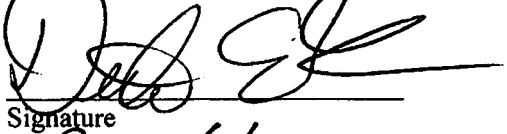
19. ACCESS: The LESSEE agrees that the LESSOR and its agent or other representative shall have the right to enter upon the premises hereby leased, or any part thereof, at all reasonable hours for the purpose of examining the same.

20. UTILITIES: During the term of this Lease, LESSEE shall provide and pay for any and all utilities, and shall make and pay for any necessary repairs. (i.e. aerial lights, water sources, etc.)

21. OTHER CONDITIONS: The LESSEE agrees and stipulates that all functions to be conducted on said premises shall be of suitable nature. It is further understood and agreed that the stipulations, agreements and covenants herein contained are binding upon the parties hereto and their respective successors and assigns.

IN TESTIMONY WHEREOF, the parties Hereto, have executed this Agreement, as of the date first above written.

LESSOR: DUPLIN COUNTY

  
Signature

  
Witness

Aug. 16, 2021  
Date

**LESSEE: NORTHEAST RURITAN CLUB, by Mack Raynor**

Mack Raynor  
Signature

8-7-2021  
Date

Billy D. Tolson  
Witness



Exhibit A-2

*Wm Blanchard*



*Dec 15, 2000*

LEGAL DESCRIPTION

DUPLIN COUNTY PROJECT NO. 74  
ELIZABETH CHRISTINE POWELL RIVENBARK  
AND  
JIMMY WESLEY RIVENBARK, JR. TRACT

PAGE ONE OF TWO

*Book 1344 pg 353*

Located in Island Creek Township, Duplin County, State of North Carolina, and being all of that 0.60 acre tract of land that is shown on a map attached to and made a part of this deed, which said map is entitled "A SURVEY FOR DUPLIN COUNTY, PROJECT NO. 74, ELIZABETH CHRISTINE POWELL RIVENBARK AND JIMMY WESLEY RIVENBARK, JR. TRACT", which said map was prepared by William W. Blanchard, Inc., and is dated December 1, 2000, which said 0.60 acre tract of land may be described by BEGINNING at a P.K. nail set in the center of the pavement of N. C. Highway No. 41, which said P.K. nail beginning corner is shown as Corner No. 205 on said attached map and is located S52°51'56"W 1697.54 feet from the N. C. Geodetic Station "KELLEY", and from said P.K. nail beginning corner so located running thence as follows:

1. With the center of the pavement of N. C. Highway No. 41, S52°16'08"W 119.94 feet to a P.K. nail set in the center of the pavement and shown as Corner No. 213 on said attached map;
2. Thence, N42°17'14"W 30.07 feet to an existing iron pipe that is shown as Corner No. 204 on said attached map;
3. Thence, the same course continued N42°17'14"W 254.06 feet to an existing iron stake that is shown as Corner No. 212 on said attached map;
4. Thence, S81°00'31"E 32.61 feet to an existing iron pipe;
5. Thence, the same course continued S81°00'31"E 175.31 feet to an existing iron pipe;
6. Thence, S37°43'05"E 101.23 feet to an existing iron pipe that is shown as Corner No. 200 on said attached map;
7. Thence, the same course continued S37°43'05"E 30.63 feet to the POINT OF BEGINNING, containing 0.60 acre, more or less, 0.52 acre, more or less, of which is located outside the right-of-way of N. C. Highway No. 41, as surveyed by William W. Blanchard, P.L.S. No. L-0619, on December 1,



LEGAL DESCRIPTION  
DUPLIN COUNTY PROJECT NO. 74  
ELIZABETH CHRISTINE POWELL RIVENBARK  
AND  
JIMMY WESLEY RIVENBARK, JR. TRACT

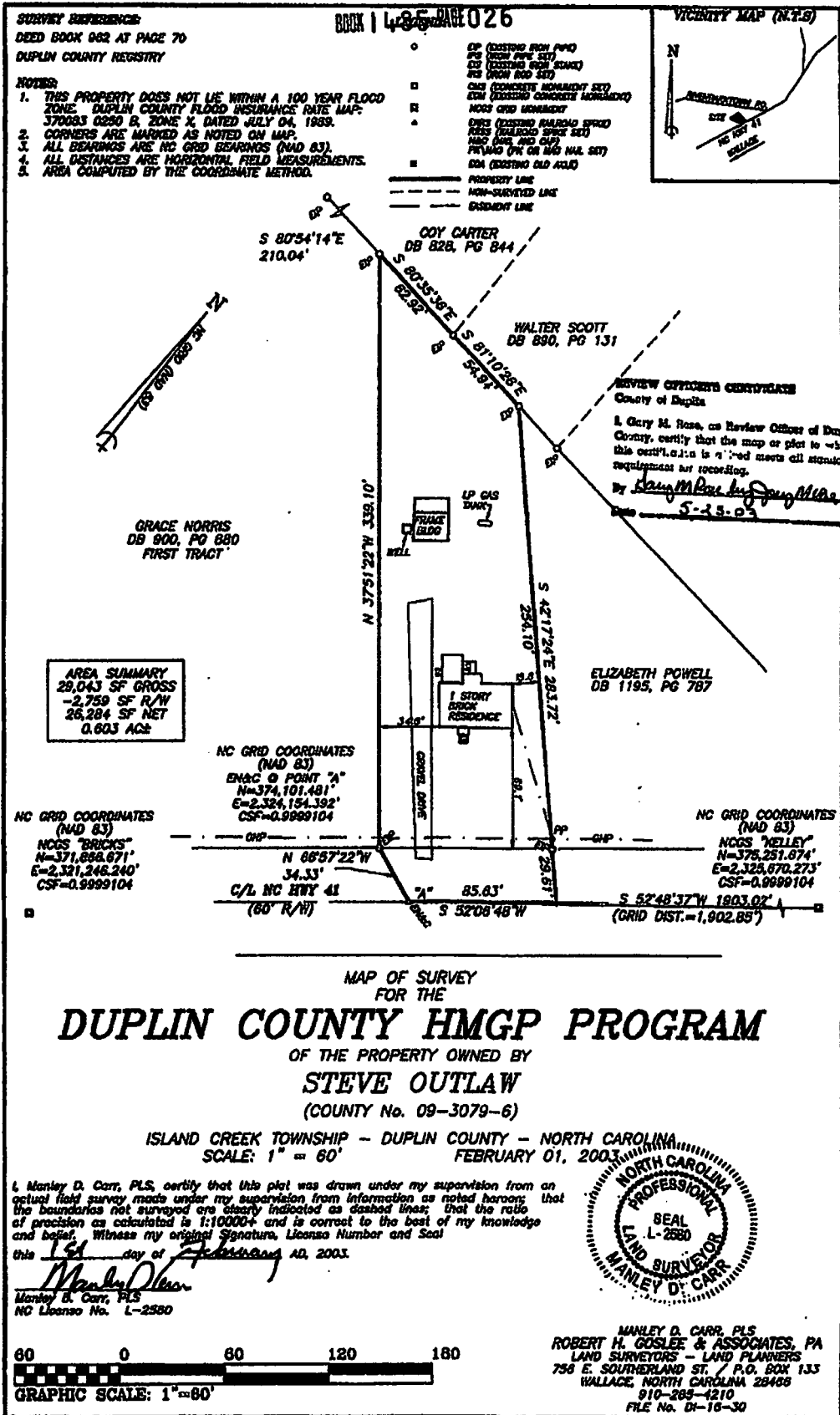
PAGE TWO OF TWO

2000, with all lines shown correct in their angular relations and relative to N. C. Grid North (NAD 1983).

The N. C. Grid (NAD 1983) Coordinates of Station "KELLEY" referred to above are: N=375,251.67 feet, E=2,325,670.27 feet. The N. C. Grid Coordinates of the beginning corner referred to above are: N=374,226.99 feet, E=2,324,317.08 feet.

The above described land is all of that land described in a deed from Elizabeth Christine Powell (Legally separated) to Elizabeth Christine Powell and Jimmy Wesley Rivenbark, Jr. as Tenants-in-Common with right of survivorship, dated December 4, 1996, and recorded in Book 1197, on Page 656, Duplin County Register of Deeds office.

LD15:DC74



Legal Description for the Duplin County HMGP Project (Steve Outlaw Property)

Located in Island Creek Township, Duplin County, North Carolina and beginning at an existing Nail and Cap in the centerline of NC Highway No. 41 (60 foot right of way). Said nail and cap has NC Grid Coordinates (NAD 83) of: N = 374101.481', E = 2324154.392, CSF = 0.9999104 and is located South 52 degrees 48 minutes 37 seconds West – 1903.02 feet (1902.85 feet grid distance) from NCGS Monument "KELLEY" which has NC Grid Coordinates (NAD 83) of: N = 375251.674', 2325670.273', CSF = 0.9999104. Running thence, from the said point of beginning, North 66 degrees 57 minutes 22 seconds West – 34.33 feet to an existing iron pipe in the northern right of way line of NC Highway No. 41; thence, North 37 degrees 51 minutes 22 seconds West – 339.10 feet to an existing iron pipe; thence, South 80 degrees 35 minutes 36 seconds East – 62.92 feet to an existing iron pipe; thence, South 81 degrees 10 minutes 26 seconds East – 54.94 feet to an existing iron pipe; thence, South 42 degrees 17 minutes 24 seconds East – 283.72 feet (passing over on existing iron pipe in the northern right of way line of NC Highway No. 41 at 254.10 feet) to a point in the centerline of NC Highway No. 41; thence, with the centerline of NC Highway No. 41, South 52 degrees 06 minutes 48 seconds West – 85.63 feet to the point of beginning, containing 29043 square feet (26284 square feet after the exclusion of that area within the right of way of NC Highway No. 41) as computed by the coordinate method and being that property conveyed to Steve R. Outlaw and recorded in Deed Book 962 at Page 70, Duplin County Registry. All bearings are in angular relation to NC Grid North (NAD 83) and all distances are horizontal field measurements. This property was surveyed, mapped and described by Robert H. Goslee & Associates, PA during February 2003.

Manley D. Carr, PLS  
Robert H. Goslee & Associates, PA  
P.O. Box 133  
Wallace, North Carolina 28466

File No. DI-16-30

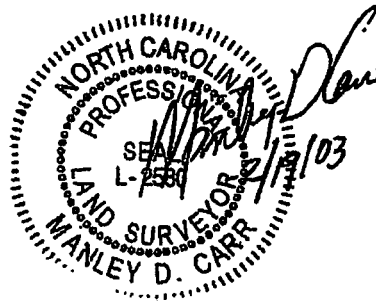
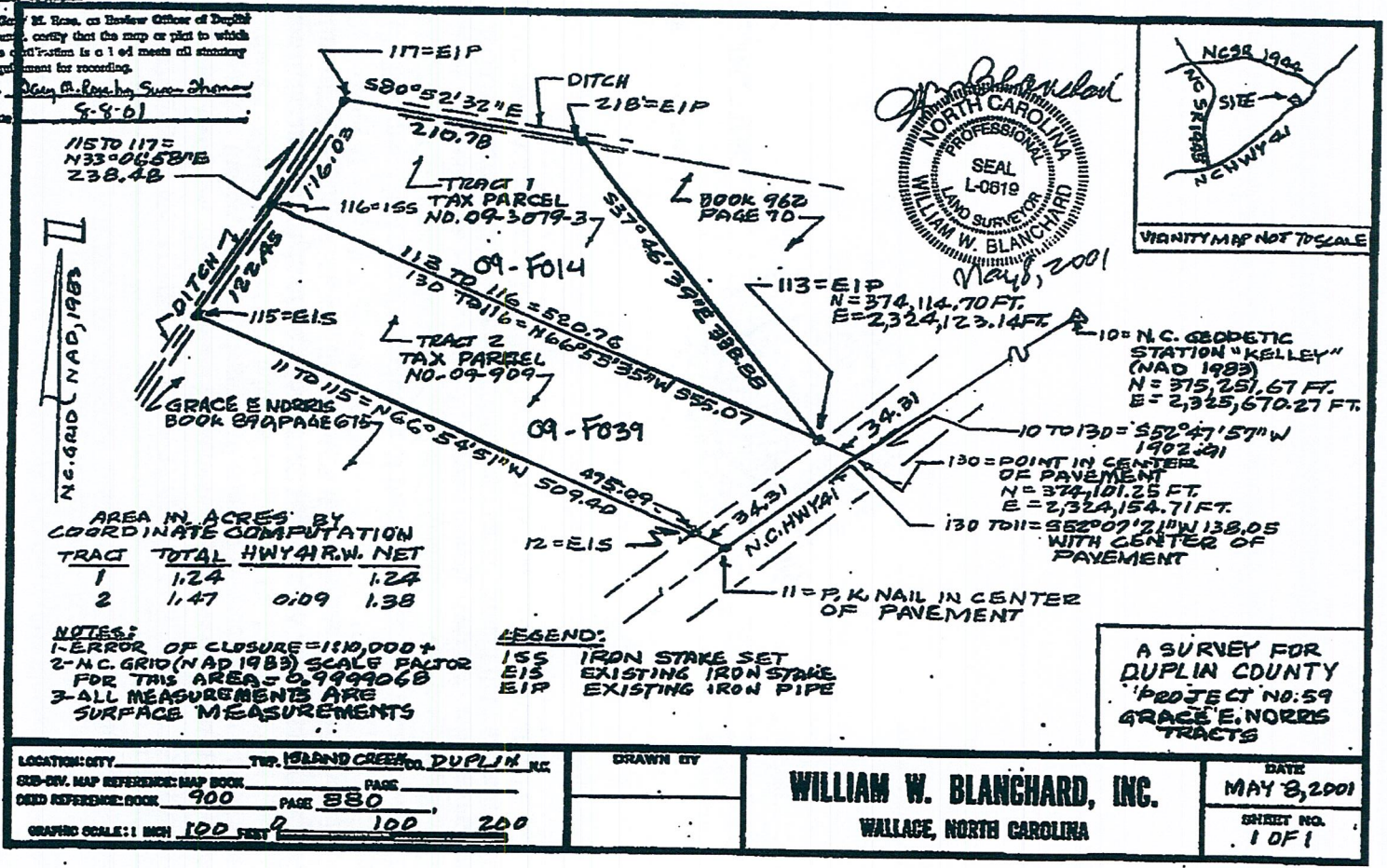


EXHIBIT CERTIFICATE OF CORRECTION  
County of Duplin

I, W. M. Rose, as Review Officer of Duplin County, certify that the map or plan to which this certificate is attached meets all standing requirements for recording.

By W. M. Rose by Susan Johnson  
Date 5-9-01



LOCATION: CITY \_\_\_\_\_ TWP. ISLAND CREEK CO. DUPLIN NC  
 SUB-DIV. MAP REFERENCE: MAP BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
 OLD REFERENCE: BOOK 900 PAGE 880  
 GRAPHIC SCALE: 1 INCH = 100 FEET

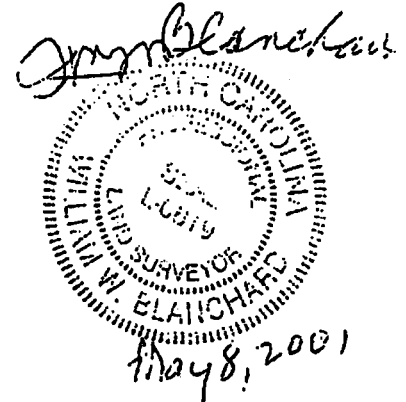
DRAWN BY \_\_\_\_\_

**WILLIAM W. BLANCHARD, INC.**  
WALLACE, NORTH CAROLINA

DATE MAY 8, 2001  
SHEET NO. 1 OF 1

Exhibit C-1

Exhibit C-2



LEGAL DESCRIPTION

DUPLIN COUNTY PROJECT NO. 59  
GRACE E. NORRIS TRACTS  
TRACT 1

PAGE ONE OF TWO

Located in Island Creek Township, Duplin County, State of North Carolina, and being all of 1.24 acre tract of land that is shown as Tract 1 on a map that is attached to and made a part of this deed, which said map is entitled "A SURVEY FOR DUPLIN COUNTY, PROJECT NO. 59, GRACE E. NORRIS TRACTS", which said map was prepared by William W. Blanchard, Inc. and is dated May 8, 2001, and being described as follows: BEGINNING at an existing iron pipe that is shown as Corner No. 113 on said attached map, which said existing iron pipe beginning corner is located in the northwest edge of the 60.00 feet wide right-of-way of N. C. Highway No. 41, which said existing iron pipe beginning corner is also located 30.00 feet northwestward from the center of the pavement of N. C. Highway No. 41, as said 30.00 feet is measured at a right angle with the center of said pavement, which said existing iron pipe beginning corner may be located by commencing at N. C. Geodetic Station "KELLEY" and first running S52°47'57"W 1902.91 feet to a point in the center of the pavement of N. C. Highway No. 41 that is shown as Corner No. 130 on said map and then running N66°55'35"W 34.31 feet to the beginning corner referred to above and from said existing iron pipe beginning corner so located running thence as follows:

1. With a line of Tract 2 as shown on said attached map N66°55'35"W 520.76 feet to an iron stake (set) that is located in a ditch and is shown as Corner No. 116 on said attached map;
2. Thence, N33°06'58"E 116.03 feet to an existing iron pipe that is shown as Corner No. 117 on said attached map;
3. Thence, S80°52'32"E 210.78 feet to an existing iron pipe that is located at a corner that is shown as Corner No. 218 on said attached map;
4. Thence, S37°46'39"E 338.88 feet to the POINT OF BEGINNING, containing 1.24 acres, more or less, as surveyed by William W. Blanchard, P.L.S. No. L-0619, on May 8, 2001, with all lines shown correct in their angular relations and relative to N. C. Grid North (N.A.D.1983).

LEGAL DESCRIPTION  
DUPLIN COUNTY PROJECT NO. 59  
GRACE E. NORRIS TRACTS  
TRACT 1

PAGE TWO OF TWO

The N. C. Grid (N.A.D. 1983) Coordinates of N. C. Grid Station "KELLEY" are: N=375,251.67 feet, E=2,325,670.27 feet and the N. C. Grid (N.A.D. 1983) Coordinates of the beginning corner referred to above are: N=374,114.70 feet, E=2,324,123.14 feet.

The above described land is all of that 1.24 acre, more or less, tract of land that is shown as "FIRST TRACT" in a deed from Charlie Vann Norris to Grace E. Norris, dated July 23, 1982, and recorded in Book 900, on Page 880, Duplin County Register of Deeds office.

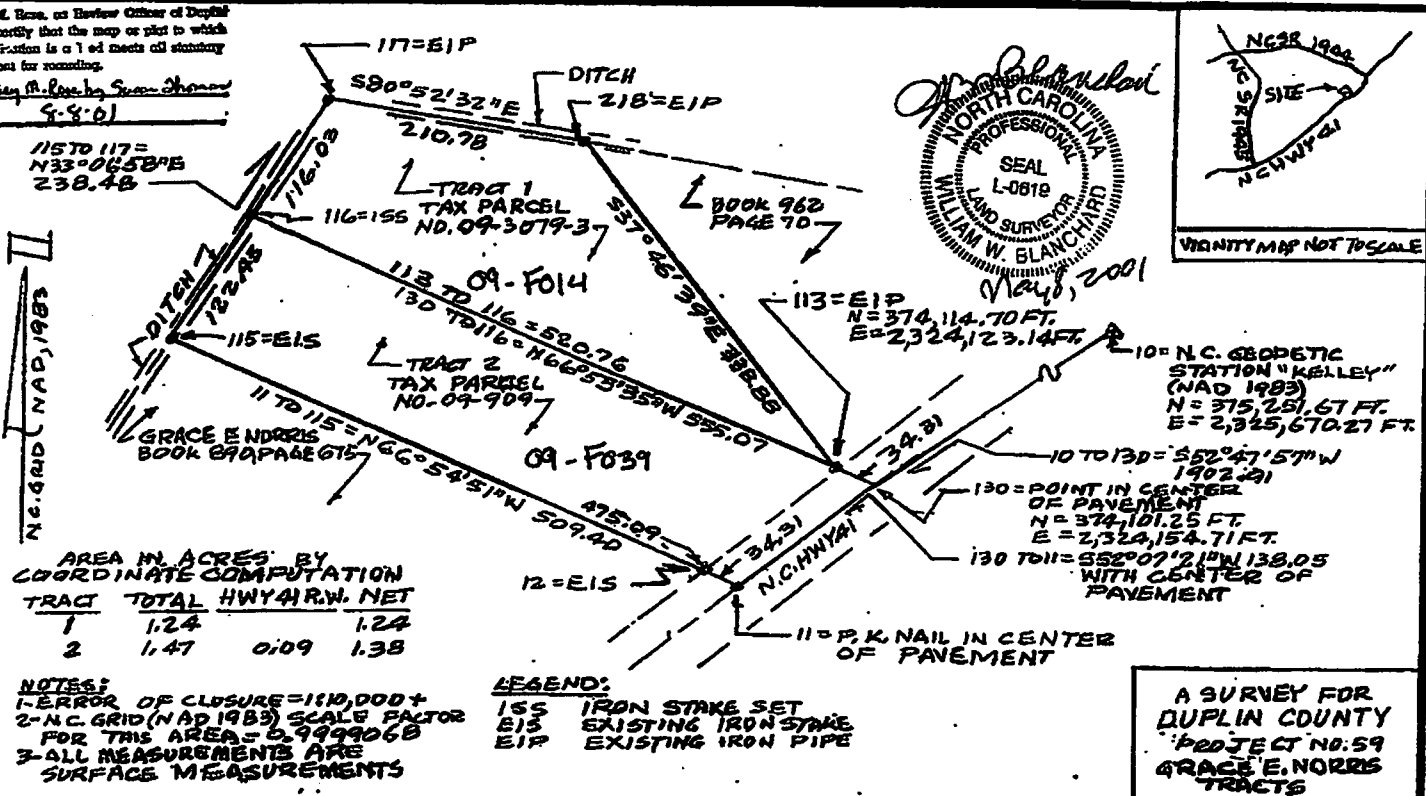
LD16:DC59.1

**SURVEY OFFICERS CERTIFICATE**  
County of Duplin

I, Gary M. Rose, as Review Officer of Duplin County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

By William W. Blanchard, Surveyor

Date 5-8-01



LOCATION: CITY \_\_\_\_\_ TWP. ISLAND CREEK CO. DUPLIN NC  
 SUB-DIV. MAP REFERENCE: MAP BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
 DEED REFERENCE: BOOK 900 PAGE 880  
 GRAPHIC SCALE: 1 INCH = 100 FEET

DRAWN BY \_\_\_\_\_

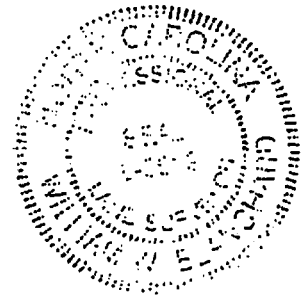
**WILLIAM W. BLANCHARD, INC.**  
 WALLACE, NORTH CAROLINA

DATE: MAY 8, 2001  
 SHEET NO. 1 OF 1

Exhibit D-1

## LEGAL DESCRIPTION

DUPLIN COUNTY PROJECT NO. 59  
GRACE E. NORRIS TRACTS  
TRACT 2



PAGE ONE OF TWO

Located in Island Creek Township, Duplin County, State of North Carolina, and being all of 1.38 acre tract of land that is shown as Tract 2 on a map that is attached to and made a part of this deed, which said map is entitled "A SURVEY FOR DUPLIN COUNTY, PROJECT NO. 59, GRACE E. NORRIS TRACTS", which said map was prepared by William W. Blanchard, Inc. and is dated May 8, 2001, and being described as follows: BEGINNING at an existing iron pipe that is shown as Corner No. 113 on said attached map, which said existing iron pipe beginning corner is located in the northwest edge of the 60.00 feet wide right-of-way of N. C. Highway No. 41, which said existing iron pipe beginning corner is also located 30.00 feet northwestward from the center of the pavement of N. C. Highway No. 41, as said 30.00 feet is measured at a right angle with the center of said pavement, which said existing iron pipe beginning corner may be located by commencing at N. C. Geodetic Station "KELLEY" and first running S52°47'57"W 1902.91 feet to a point in the center of the pavement of N. C. Highway No. 41 that is shown as Corner No. 130 on said map and then running N66°55'35"W 34.31 feet to the beginning corner referred to above and from said existing iron pipe beginning corner so located running thence as follows:

1. S66°55'35"E 34.31 feet to a point in the center of the pavement that is shown as Corner No. 130 on said attached map;
2. Thence, with the center of the pavement of N. C. Highway No. 41, S52°07'21"W 138.05 feet to a P.K. nail that is located at a corner that is shown as Corner No. 11 on said attached map;
3. Thence, N66°54'51"W 34.31 feet to an iron stake (set) that is located in the northwest edge of the 60.00 feet wide right-of-way on N. C. Highway No. 41 and is shown as Corner No. 12 on said attached map;
4. Thence, the same course continued N66°54'51"W 475.09 feet to an existing iron stake that is located in a ditch;



LEGAL DESCRIPTION  
DUPLIN COUNTY PROJECT NO. 59  
GRACE E. NORRIS TRACTS  
TRACT 2

PAGE TWO OF TWO

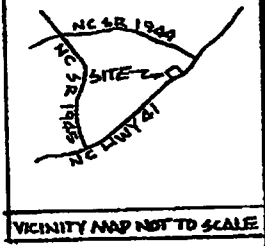
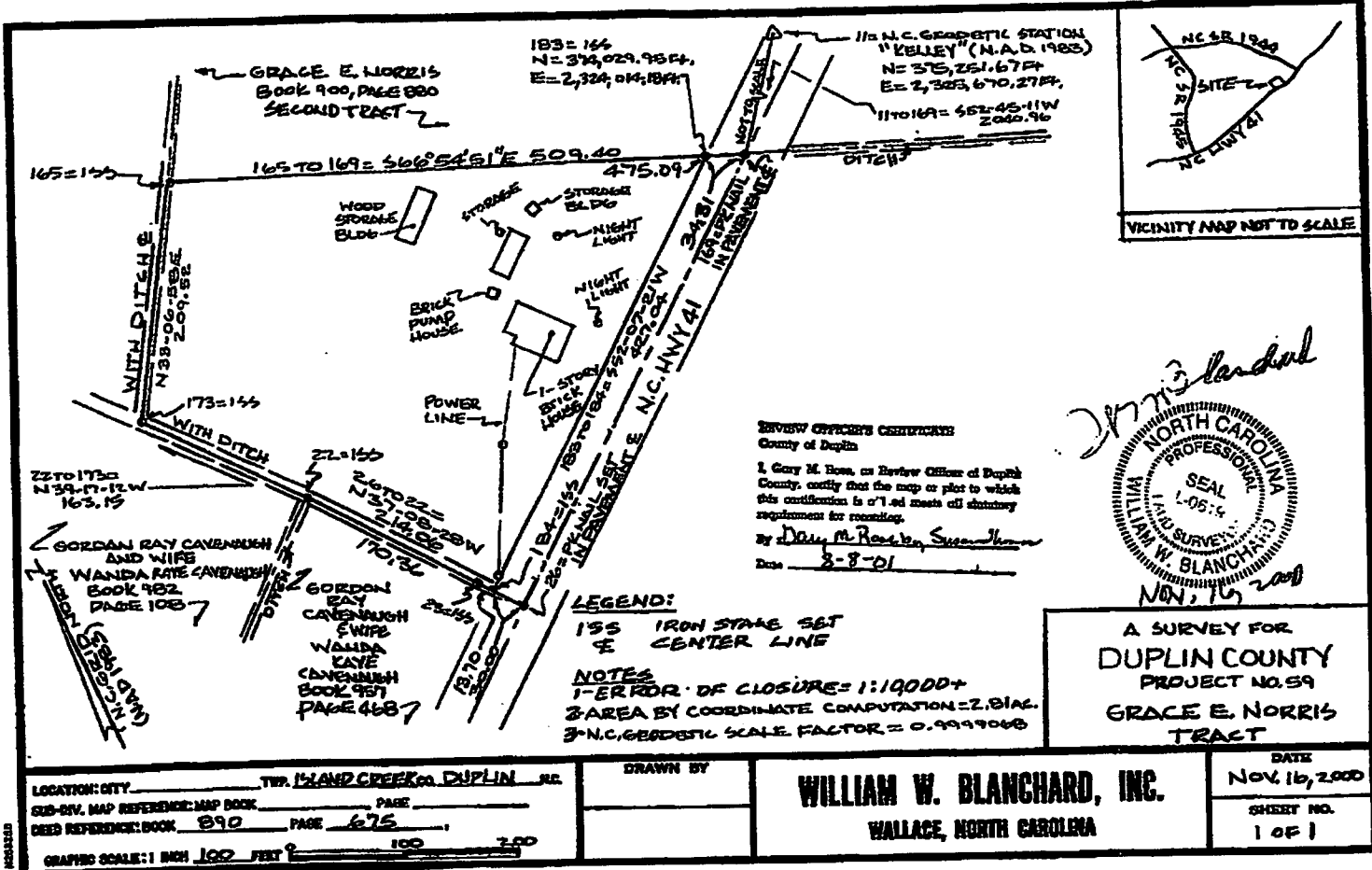
5. Thence, with the ditch N33°06'58"E 122.45 feet to an iron stake (set) that is shown as Corner No. 116 on said attached map;

6. Thence, with a line of Tract 1 as shown on said map S66°55'35"E 520.76 feet to the POINT OF BEGINNING, containing 1.38 acres, more or less, as surveyed by William W. Blanchard, P.L.S. No. L-0619, on May 8, 2001, with all lines shown correct in their angular relations and relative to N. C. Grid North (N.A.D. 1983).

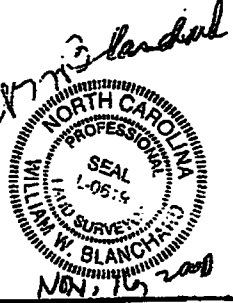
The N. C. Grid (N.A.D. 1983) Coordinates of N. C. Grid Station "KELLEY" are: N=375,251.67 feet, E=2,325,670.27 feet and the N. C. Grid (N.A.D. 1983) Coordinates of the beginning corner referred to above are: N=374,114.70 feet, E=2,324,123.14 feet.

The above described land is all of that 1.38 acre, more or less, tract of land that is shown as "SECOND TRACT" in a deed from Charlie Vann Norris to Grace E. Norris, dated July 23, 1982, and recorded in Book 900, on Page 880, Duplin County Register of Deeds office.

LD16:DC59.2



REVIEW OFFICER'S CERTIFICATE  
 County of Duplin  
 I, Gary M. Ross, as Review Officer of Duplin County, certify that the map or plot to which this certification is affixed meets all statutory requirements for recording.  
 By *Doug M. Ross*, Surveyor  
 Date 8-8-01



A SURVEY FOR  
 DUPLIN COUNTY  
 PROJECT NO. 59  
 GRACE E. NORRIS  
 TRACT

**LEGEND:**  
 1'S IRON STAKE SET  
 E CENTER LINE

**NOTES**  
 1-ERROR OF CLOSURE = 1:19000+  
 2-AREA BY COORDINATE COMPUTATION = 2.81AC.  
 3-N.C. GEODETIC SCALE FACTOR = 0.9999068

LOCATION: CITY \_\_\_\_\_ TWP. ISLAND CREEK CO. DUPLIN NC  
 SUB-DIV. MAP REFERENCE: MAP BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
 DEED REFERENCE: BOOK 890 PAGE 675  
 GRAPHIC SCALE: 1 INCH = 100 FEET

DRAWN BY \_\_\_\_\_

**WILLIAM W. BLANCHARD, INC.**  
 WALLACE, NORTH CAROLINA

DATE  
Nov. 16, 2000  
 SHEET NO.  
1 OF 1

Exhibit E-1

Exhibit E-2

*John Blanchard*



NOV 16 2000

LEGAL DESCRIPTION

DUPLIN COUNTY PROJECT NO. 59  
GRACE E. NORRIS TRACT

PAGE ONE OF TWO

Located in Island Creek Township, Duplin County, State of North Carolina, and being all of that 2.81 acre tract of land that is shown on a map that is attached to and made a part of this deed, which said map is entitled "A SURVEY FOR DUPLIN COUNTY, PROJECT NO. 59, GRACE E. NORRIS TRACT", which said attached map was prepared by William W. Blanchard, Inc. and is dated November 16, 2000, and being described as follows: BEGINNING at an iron stake set at a corner that is shown as Corner No. 183 on said attached map, which said iron stake beginning corner is located in the northwest edge of the 60.00 feet wide right-of-way of N. C. Highway No. 41, which iron stake beginning corner is also located 30.00 feet northwestward from the center of the pavement of N. C. Highway No. 41, which said iron stake beginning corner may be located by commencing at N. C. Geodetic Station "KELLEY" (NAD 1983) and running first S52°45'11"W 2040.96 feet to a P.K. nail that is located in the center of the pavement of N. C. Highway No. 41 and then running with an old property line N66°54'51"W 34.31 feet to the iron stake beginning corner referred to above and from said iron stake beginning corner so located running thence as follows:

1. With the northwest edge of the 60.00 feet wide right-of-way of N. C. Highway No. 41, which said right-of-way is located 30.00 feet northwestward as measured at right angles with said highway, from the center of the pavement of said highway S52°07'21"W 427.04 feet to an iron stake that is located in a line of Gordon Ray Cavanaugh and wife, Wanda Kaye Cavanaugh, land and is shown as Corner No. 184 on said attached map;
2. Thence, with an old line N37°08'28"W 13.70 feet to an iron stake that is shown as Corner No. 23 on said attached map;
3. Thence, the same course continued, with the center of a ditch, and with a line of Gordon Ray Cavanaugh and wife, Wanda Kaye Cavanaugh, land, N37°08'28"W 170.36 feet to an iron stake that is located at the intersection of two ditches and at a corner that is shown as Corner No. 22 on said attached map;

LEGAL DESCRIPTION  
DUPLIN COUNTY PROJECT NO. 59  
GRACE E. NORRIS TRACT

PAGE TWO OF TWO

4. Thence, with the center of a ditch N39°17'12"W 163.15 feet to an iron stake set that is shown as Corner No. 173 on said attached map;
5. Thence, with the center of a ditch N33°06'58"E 209.52 feet to an iron stake set that is shown as Corner No. 165 on said attached map, which said Corner No. 165 is located at the most westerly corner of a 3.7 acre tract of land that is shown as Tract 1 on a Map of a Division of land owned by the Heirs of J. L. Carter and Daisy Carter;
6. Thence, S66°54'51"E 475.09 feet to the POINT OF BEGINNING, containing 2.81 acres, more or less, as surveyed by William W. Blanchard, P.L.S. No. L-0619, during November 2000, with all lines shown correct in their angular relations and relative to N. C. Grid North (NAD 1983).

The N. C. Grid (NAD 1983) Coordinates of N. C. Geodetic Station "KELLEY" are: N=375,251.67 feet, E=2,325,670.27 feet and the N. C. Grid Coordinates (NAD 1983) of the beginning corner referred to above are: N=374,029.95 feet, E=2,324,014.18 feet.

The above described land is all of that land described in a deed from Charlie V. Norris to Grace E. Norris, dated April 30, 1981, and recorded in Book 890, on Page 675, Duplin County Register of Deeds office.

LD15:DC59

**NORTH CAROLINA  
DUPLIN COUNTY**

**DUPLIN COUNTY BUYOUT PROPERTY  
LEASE AND MAINTENANCE AGREEMENT**

THIS LEASE and MAINTENANCE AGREEMENT, is made and entered into effective the 19<sup>th</sup> day of August, 2021, by and between DUPLIN COUNTY, a political subdivision of the State of North Carolina, hereinafter referred to as "LESSOR", and EVERETT PANNKUK, hereinafter referred to as "LESSEE".

**WITNESSETH:**

That the LESSOR hereby leases to the LESSEE the premises commonly known as Duplin County Tax Parcels #09-F030 and #09-F043 located in the vicinity of 3873 & 3917 S. NC Hwy 41, Wallace, NC 28466, consisting of approximately 9.44 acres (#09-F030) and 0.18 acre (#09-F043) in Duplin County, North Carolina, all as shown on the diagrams or surveys marked "Exhibit A" and "Exhibit C" which are attached hereto and made a part hereof, and further described by legal descriptions as "Exhibit B" and "Exhibit D".

This LEASE and MAINTENANCE AGREEMENT is executed upon the following terms and conditions:

1. **TERM.** For 12 months, which shall begin on the 15th day of August, 2021, and shall exist and continue until the 14th day of August, 2022, unless sooner terminated as hereinafter set forth.
2. **RENT.** The LESSEE agrees to pay rent to LESSOR of twenty-five dollars (\$25.00) for the lease period for the leased premises, payable in full upon execution of this agreement for the full term of the lease, and additional consideration in the form of the required maintenance of the property according to the terms of this Agreement.
3. **ASSIGNMENT/SUBLETTING.** The lease shall not be assigned, or the leased property sublet.
4. **MAINTENANCE.** During the term of this lease, LESSEE shall maintain the real property in good condition; including cutting grass, trimming of shrubs and plants as necessary, and insuring that no trash or other debris accumulates upon the property.
5. **PERMISSABLE USES OF PROPERTY.** The real property, the subject of this Agreement is restricted to certain uses, as follows: open space, recreational, or wetlands; which include: parks, outdoor recreational activities, nature reserves, cultivation, and grazing.

**NO OTHER USES ARE TO BE PERMITTED UPON THIS PROPERTY. NO NEW PERMANENT STRUCTURES OR IMPERMEABLE SURFACES MAY BE PLACED OR CONSTRUCTED UPON THE PROPERTY. AT EXPIRATION OF LEASE, PROPERTY WILL BE RETURNED TO LESSEE IN THE SAME CONDITION AS WHEN LEASED.**

NO HUNTING is allowed on this leased property.

6. **CARE AND MAINTENANCE.** Lessee acknowledges that the leased premises are in good order and repair. Lessee shall maintain the premises in a good and safe condition.
7. **ASSIGNMENT AND SUBLETTING.** Lessee shall not assign and/or sublet any rights or title in the

leased premises without the prior written consent of the Lessor. Lessor shall not unreasonably withhold consent to assign or sublet the leased premises.

8. NOTICE. Any notice hereunder shall be in writing and shall not be effective, any law or statute to the contrary notwithstanding, unless the same shall be hand-delivered or forwarded by the United States Postal Service, registered or certified, with return receipt requested, to the party being notified at the address herein below specified. Any such notice given by United States Postal Service shall be deemed given and sufficient upon receipt, refusal or non-delivery, after five (5) days:

Lessor: c/o County Manager, P.O. Box 910, Kenansville, NC 28349

Lessee: c/o Everett Pannkuk, PO Box 1429, Carolina Beach, NC 28428 (910-622-5261)

The foregoing addresses from time to time may be changed by notice as provided herein.

9. WAIVER OF LIABILITY. The Lessor shall in no way be liable for any injury or damage to any person or property arising from the use of said leased premises by the Lessees.

10. GENERAL LIABILITY, PROPERTY & CASUALTY INSURANCE. Lessee shall obtain and maintain property and casualty insurance for the leased premises and shall provide a Certificate of Insurance to the Lessor upon execution of this Lease.

11. ENTIRE AGREEMENT. This instrument contains the entire agreement and understanding between the parties and there are no oral understandings, terms or conditions, and no party has relied upon any representation, express or implied, not contained herein. All prior negotiations, understandings, terms and conditions are deemed merged in this Lease.

12. PARAGRAPH HEADINGS. The paragraph headings used herein are for convenience of reference only and shall not be considered terms of this Lease.

13. GRAMMATICAL USAGE. Throughout the Lease, reference to the neuter gender shall be deemed to include the masculine and feminine, the singular the plural and the plural the singular, as indicated by the context in which used.

14. SEVERABILITY. In the event of any term, provision or covenant herein contained or the application thereof to any circumstances or situation shall be invalid or unenforceable in whole or in part, the remainder hereof and the application of said term or provision or covenant to any other circumstances or situation shall not be effected thereby, and every other term, provision or covenant herein shall be valid and enforceable to the full extent permitted by law.

15. GOVERNING LAW. This Lease has been executed and shall be performed in the State of North Carolina and the parties hereto contend that the laws of the State of North Carolina shall govern the construction and enforceability of the provisions thereof.

16. LESSEE shall insure to LESSOR that LESSEE will make no unlawful or offensive use of the premises, nor allow any others to do so.

17. DEFAULT. Failure of LESSEE to maintain the property according to the terms of this Agreement shall constitute a default under this Agreement, and if such default shall continue for a period exceeding thirty (30) days, or if the LESSEE shall violate any of the other provisions of this

Agreement, and if such default shall not have been cured or such cure not initiated within 30 days of receipt by LESSEE of a written notice of such default, the LESSOR, without any other notice or demand, may terminate this Agreement and require LESSEE to immediately surrender the premises.

18. HOLD HARMLESS. The LESSEE hereby agrees to indemnify and Hold Harmless the LESSOR for any and all liability arising in connection with this agreement. It is further agreed that the LESSOR may terminate this agreement by notifying the LESSEE in writing of its intent to terminate, at least thirty (30) days prior to such Termination.

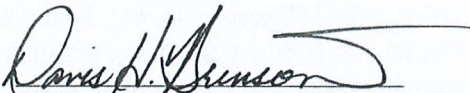
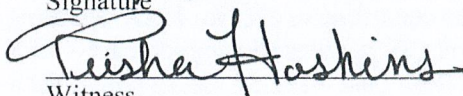
19. ACCESS: The LESSEE agrees that the LESSOR and its agent or other representative shall have the right to enter upon the premises hereby leased, or any part thereof, at all reasonable hours for the purpose of examining the same.

20. UTILITIES: During the term of this Lease, LESSEE shall provide and pay for any and all utilities, and shall make and pay for any necessary repairs. (i.e. aerial lights, water sources, etc.)

21. OTHER CONDITIONS: The LESSEE agrees and stipulates that all functions to be conducted on said premises shall be of suitable nature. It is further understood and agreed that the stipulations, agreements and covenants herein contained are binding upon the parties hereto and their respective successors and assigns.

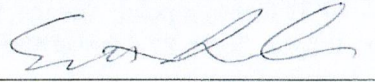
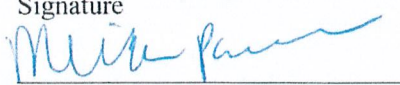
IN TESTIMONY WHEREOF, the parties Hereto, have executed this Agreement, as of the date first above written.

**LESSOR: DUPLIN COUNTY**

  
Signature  
  
Witness

August 27, 2021  
Date

**LESSEE: EVERETT PANNKUK**

  
Signature  
  
Witness

8/19/21  
Date

Exhibit D to Lease and Maintenance Agreement

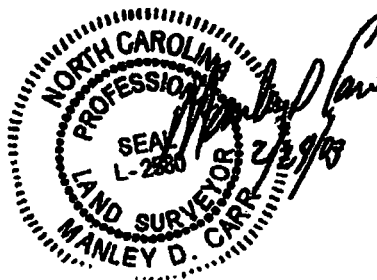
Legal Description for the Duplin County HMGP Project (Jacob Dixon Property)

Located in Island Creek Township, Duplin County, North Carolina and beginning at an iron rod set in the property of Jacob Dixon ( Deed Book 727 at Page 166, Duplin County Registry). Said iron rod is located North 75 degrees 15 minutes 13 seconds East – 210.48 feet and South 24 degrees 50 minutes 17 seconds East – 326.84 feet from a point in the centerline of NC Highway No. 41 and over the center of an 18 inch concrete culvert that is 0.7 miles west of the intersection of the centerline of NC Highway No. 41 and the centerline of SR No. 1827. Said point of beginning has NC Grid Coordinates (NAD 83) of: N = 380669.976', E = 2338476.955', CSF = 0.9999081 and is located South 63 degrees 40 minutes 55 seconds West – 1520.49 feet (1520.35 feet grid distance) from NC Grid Monument "Star" which has NC Grid Coordinates (NAD 83) of: N = 381344.024', E = 2339839.713', CSF = 0.9999081. Running thence, from the said point of beginning, South 14 degrees 07 minutes 27 seconds East – 84.00 feet to an iron rod set; thence, South 75 degrees 52 minutes 33 seconds West – 21.00 feet to an iron rod set; thence, North 14 degrees 07 minutes 27 seconds West – 13.00 feet to an iron rod set; thence, South 75 degrees 52 minutes 33 seconds West – 82.84 feet to an iron rod set; thence, North 14 degrees 07 minutes 27 seconds West – 71.00 feet to an iron rod set; thence, North 75 degrees 52 minutes 33 seconds East – 103.84 feet to the point of beginning, containing 7646 square feet as computed by the coordinate method and being a part of that property conveyed to Jacob Dixon and recorded in Deed Book 727 at Page 166, Duplin County Registry.

Together with a 30 foot wide access easement over an old soil road. The centerline of said easement is described as follows: Beginning at a point in the centerline of NC Highway No. 41. Said point is located North 75 degrees 15 minutes 13 seconds East – 854.88 feet from a point in the centerline of NC Highway No. 41 and over the center of an 18 inch concrete culvert that is 0.7 miles west of the intersection of the centerline of NC Highway No. 41 and the centerline of SR No. 1827. Running thence, with the centerline of said easement, South 19 degrees 29 minutes 41 seconds East – 50.86 feet to a point; thence, South 35 degrees 16 minutes 22 seconds East – 121.52 feet to point; thence, South 32 degrees 22 minutes 45 seconds East - 78.80 feet to a point; thence, South 29 degrees 03 minutes 27 seconds East – 123.99 feet to a point; thence, South 20 degrees 48 minutes 56 seconds East – 61.82 feet to a point; thence, South 02 degrees 58 minutes 30 seconds West – 42.99 feet to a point; thence, South 53 degrees 10 minutes 53 seconds West – 40.53 feet to a point; thence, South 74 degrees 45 minutes 42 seconds West – 30.09 feet to a point; thence, South 87 degrees 43 minutes 18 seconds West – 629.32 feet to the eastern line of the above described property and the termination of said easement.

All bearings are in angular relation to NC Grid North (NAD 83) and all distances are horizontal field measurements. This property was surveyed, mapped and described by Robert H. Goslee & Associates, PA during February 2003

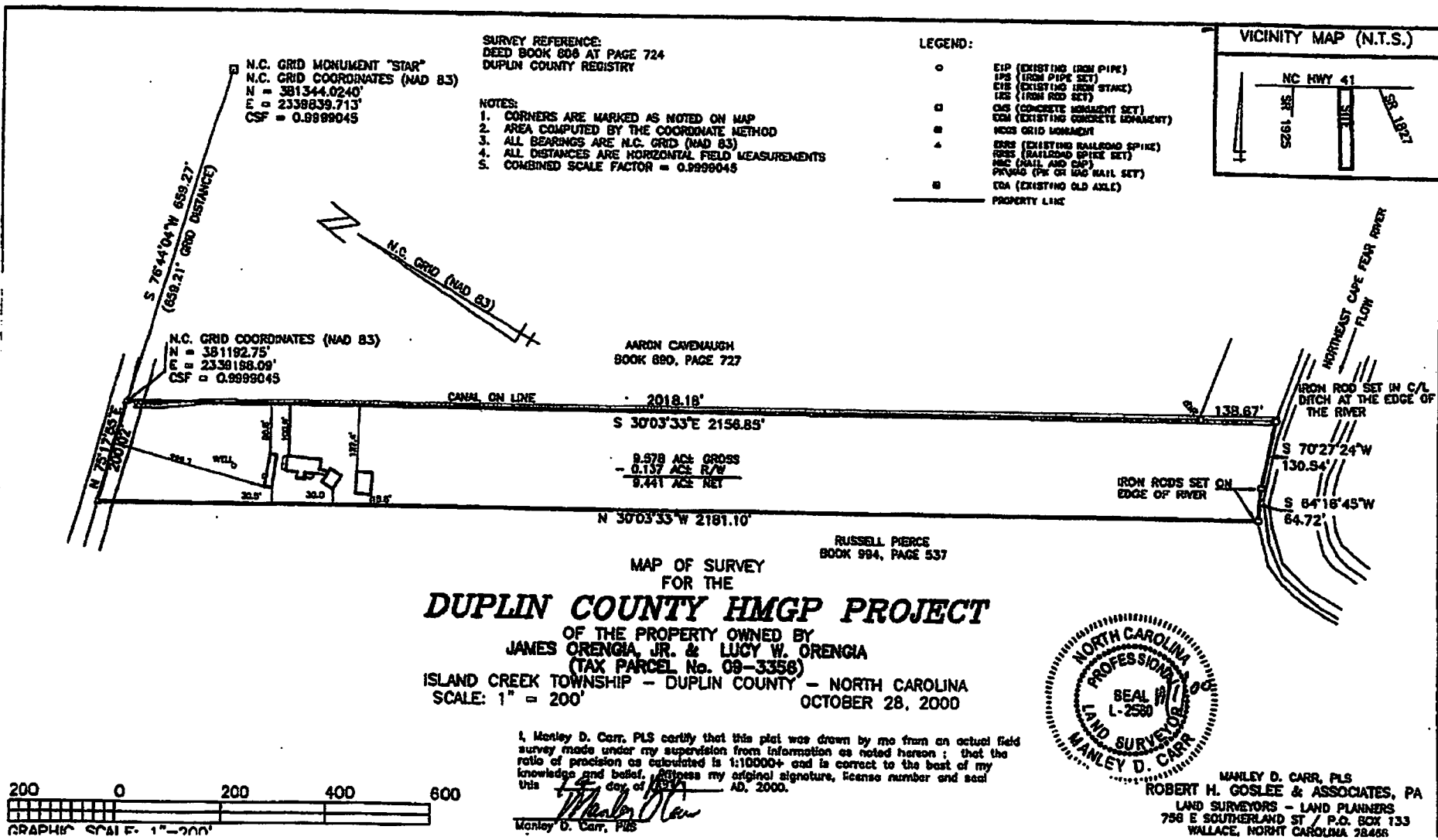
Manley D. Carr, PLS  
Robert H. Goslee & Associates, PA  
P.O. Box 133  
Wallace, North Carolina 28466



File No. DJ-15-08



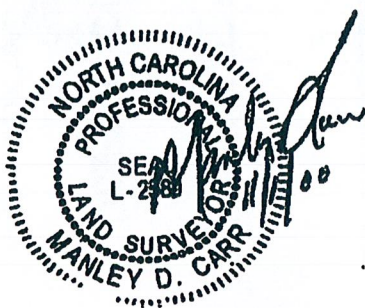
Exhibit A to Lease  
and Maintenance  
Agreement



## Exhibit B to Lease and Maintenance Agreement

Legal Description for Duplin County HMGP Project  
(Tax Parcel No. 09-3356) James Oregia, Jr. and Lucy W. Oregia

Located in Island Creek Township, Duplin County, North Carolina and Beginning at a PK Nail in the centerline of the pavement of NC Highway No. 41 (60 foot right of way). Said point of beginning has NC Grid Coordinates (NAD 83) of: N = 381192.75', E = 2339198.09', CSF = 0.9999045 and is located South 76 degrees 44 minutes 04 seconds West - 659.27 feet from NC Grid Monument "Star" (NC Grid coordinates of Monument "Star": N = 381344.0240', E = 2339839.713', CSF = 0.9999045). Running thence from the said point of beginning and with a canal, South 30 degrees 03 minutes 33 seconds East - 2156.85 feet (passing through an existing iron rod at 2018.18 feet) to an iron rod set in the center of a canal ditch at the northern bank of the Northeast Cape Fear River; thence, with the northern bank of the Northeast Cape Fear River, South 70 degrees 27 minutes 24 seconds West - 130.54 feet to an iron rod set; thence, continuing with the northern bank of the Northeast Cape Fear River, South 64 degrees 16 minutes 45 seconds West - 64.72 feet to an iron rod set; thence, North 30 degrees 03 minutes 33 seconds West - 2181.10 feet to a PK nail in the centerline of the pavement of NC Highway No. 41; thence, with the centerline of NC Highway No. 41, North 75 degrees 17 minutes 55 seconds East - 200.02 feet to the point of beginning, containing 9.578 acre more or less as computed by the coordinate method (9.441 acre more or less after the exclusion of that portion of the right of way for NC Highway No. 41) and being that property conveyed to James Oregia and Lucy W. Oregia in Deed Book 806 at Page 724 in the Duplin County Registry. All bearings are in angular relation to NC Grid North (NAD 83) and all distances are horizontal field measurements and surveyed by Manley D. Carr at Robert H. Goslee & Associates, PA, P.O. Box 133, Wallace, North Carolina, 28466, during October, 2000





## 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> Davis H. Brinson, County Manager/Clerk to the Board	<b>Meeting Date:</b> September 7, 2021
<b>Subject:</b> Request to Re-Appoint Ms. Anne Taylor to the Duplin County Jury Commission	
<b>Summary, explanation and background:</b> The County Manager/Clerk to the Board respectfully requests that the Board re-appoint Ms. Anne Taylor to the Duplin County Jury Commission for a two (2) year term. The duties of the Jury Commission include: selecting the jury lists for a two-year period for jurors to serve in the Superior and District Courts for Duplin County; preparing the jury list from designated sources; determining that prospective jurors are qualified to serve; preparing and delivering to the jury list; performing these duties between October 1, and September 30 of each biennial year. Jury lists must be prepared 30 days prior to January 1 of each biennial year as established in General Statutes 9-2. Clerk of Court Katie Harrell has advised that Ms. Taylor has indicated her desire to be re-appointed.	
<b>Requested Action:</b> Motion to re-appoint Ms. Anne Taylor to the Duplin County Jury Commission for a two (2) year term to begin on September 1, 2021 and ending on August 31, 2023.	
<b>Budget impact for this fiscal year:</b> (Funds available, allocation needed, etc.) N/A	
<b>Budget impact for subsequent years:</b> N/A	
<b>Time needed to explain to Commissioners:</b> Consent Agenda	
<b>Attachments:</b> N/A	
<b>Instructions for what to do with attachments once approved:</b> N/A	

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



09/02/2021 09:14  
chelsey.lanier

Duplin County, NC  
JOURNAL INQUIRY

P 1  
|glcjeinq

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	02	183	BUA	08/11/2021	08/11/2021	090621	chelsey.lanier	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3					DEBIT	CREDIT	OB
1	4330	42500					T						1,700.00
													VEHICLE GASOLINE
2	4340	42500					T						1,000.00
													VEHICLE GASOLINE
3	4340	42992					T				2,700.00		SOFTWARE
													** 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	
2022	02	201	BUA	08/11/2021	08/11/2021	090621	chelsey.lanier	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3					DEBIT	CREDIT	OB
1	4910	42600					T						400.00
													OFFICE SUPPLIES
2	4910	43910					T						400.00
													ADVERTISING
3	4910	43510					T						100.00
													REPAIRS BUILDING AND GROUNDS
4	4910	43540					T				900.00		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	
2022	02	426	BUA	08/23/2021	08/23/2021	090621	chelsey.lanier	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3					DEBIT	CREDIT	OB
1	5155	40121					T						3,937.50
													SALARIES
2	5165	40121					T						1,312.50
													SALARIES
3	5155	41990					T				3,937.50		PROFESSIONAL SERVICES
													PROFESSIONAL SERVICES
4	5165	41990					T				1,312.50		PROFESSIONAL SERVICES

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chelsey.lanier

Duplin County, NC  
JOURNAL INQUIRY

P 2  
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YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	02	426	BUA	08/23/2021	08/23/2021	090621	chelsey.lanier	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION					DEBIT	CREDIT	OB
5	5114	42980					T	PROGRAM SUPPLIES						338.84	
6	5124	42980					T	PROGRAM SUPPLIES						500.00	
7	5124	43110					T	TRAVEL						400.00	
8	5124	41990					T	PROFESSIONAL SERVICES						400.00	
9	5165	42980					T	PROGRAM SUPPLIES						180.00	
10	5114	43910					T	MARKETING					338.84		
11	5124	42420					T	IN HOUSE LAB					1,300.00		
12	5165	41990					T	PROFESSIONAL SERVICES					180.00		
13	5114	42980					T	PROGRAM SUPPLIES						200.00	
14	5167	42980					T	PROGRAM SUPPLIES						200.00	
15	5151	43250					T	POSTAGE						500.00	
16	5114	42990					T	INCENTIVES					200.00		
17	5167	42990					T	INCENTIVES					200.00		
18	5151	42990					T	INCENTIVES					500.00		
** 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	DEBIT	CREDIT	OB
2022	03	18	BUA	09/01/2021	09/01/2021	090621	chelsey.lanier	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION					DEBIT	CREDIT	OB
1	4181	41804					T	A E & P RESERVE						2,239.16	
2	4181	42600					T	OFFICE SUPPLIES					2,239.16		
** JOURNAL TOTAL												0.00	0.00		
** GRAND TOTAL												0.00	0.00		

09/02/2021 09:14  
chelsey.lanier

|Duplin County, NC  
|JOURNAL INQUIRY

|P 3  
|glcjeinq

\*\* END OF REPORT - Generated by CHELSEY LANIER \*\*

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

Duplin County  
Budget Amendment

Department Title \_\_\_\_\_ Emergency Management/Fire Marshal  
Department Head's Signature \_\_\_\_\_ MBARWICK  
(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 unforeseen cost increases

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4330-42500	Vehicle Gasoline	1,700.00	4340-42992	Software	2,700.00
4340-42500	Vehicle Gasoline	1,000.00			
Total		2,700.00	Total		2,700.00

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

*Clarissa*  
8/11/21

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

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



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

Duplin County  
Budget Amendment

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

Department Head's Signature \_\_\_\_\_ Elizabeth Stalls

(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:**  
Fund department's share of Citizenserve program

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4910-42600	Office Supplies	400.00	4910-43540	Software Maintenance	900.00
4910-43910	Advertising	400.00			
4910-43510	Repairs Building and Grounds	100.00			
Total		900.00	Total		900.00

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

*Clanier*  
*8/11/21*

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

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

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

**Duplin County**  
**Budget Amendment**

Department Title Health Department  
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:**  
To move money to cover Nutrition Plus invoices for the month of July 2021

Expense code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5155-40121	Salaries	3,937.50	5155-41990	Professional Services	3,937.50
5165-40121	Salaries	1,312.50	5165-41990	Professional Services	1,312.50
Total		5,250.00	Total		5,250.00

Finance Signature Clanier  
Date Approved: 8/23/21

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

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

8/23/2021

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

**Duplin County**  
**Budget Amendment**

Department Title Health Department  
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:**  
Moving money to cover line item expenses in Immunizations, TB & WIC- Client Services

Expense code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5114-42980	Program Supplies	338.84	5114-43910	Marketing	338.84
5124-42980	Program Supplies	500.00	5124-42420	In-House Lab	1,300.00
5124-43110	Travel	400.00			
5124-41990	Professional Services	400.00			
5165-42980	Program Supplies	180.00	5165-41990	Professional Services	180.00
Total		1,818.84	Total		1,818.84

Finance Signature \_\_\_\_\_  
Date Approved: 8/23/21

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

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

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

**Duplin County  
Budget Amendment**

Department Title Health Department  
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:**  
Moving money to cover incentives from line items within thier respective programs. The first 2 programs listed do not currently have money budgeted in incentives.

Expense code	Line Item Description	Amount	Expense code	Line Item Description	Amount
5114-42980	Program Supplies	200.00	5114-42990	Incentives	200.00
5167-42980	Program Supplies	200.00	5167-42990	Incentives	200.00
5151-43250	Postage	500.00	5151-42990	Incentives	500.00
Total		900.00	Total		900.00

Finance Signature \_\_\_\_\_  
Date Approved: 8/23/21

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

Commisioner 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 \$2,239.16 be transferred from AE&P Reserve Account (4181 41804) to the AE&P Office Supplies Account (4181 42600). The Funds will be used to purchase (7) phones.

Expense code to DECREASE	Line Item Description	Credit Amount	Expense code to INCREASE	Line Item Description	Debit Amount
4181 41804	AE&P Reserve Account	2,239.16	4181 42600	AE&P Office Supplies	2,239.16
Total		2,239.16	Total		2,239.16

Finance Signature Clanier  
Date Approved: 9/1/21

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

Commisioner 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> Melissa Kennedy/Communications	<b>Meeting Date:</b> 9/7/201
<b>Subject:</b> Request a Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance	
<b>Summary, explanation and background:</b>	
<b>Requested Action:</b> Request a public hearing to name lane for Federico Rangel @ 740 Kinsey Mill Rd Mt Olive in Glisson township	
Budget impact for this fiscal year:	
Budget impact for subsequent years:	
<b>Time needed to explain to Commissioners:</b> 2 minutes	
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 Trisha-Ann Hoskins by the agenda deadline. Remember, one original will be retained for the minutes.

209 SEMINARY ST / PO BOX 950  
KENANSVILLE NC 28349



**ROAD NAME PETITION for UNNAMED ROAD**

**1. APPLICANT INFORMATION:**

Name: Federico Ayala Rangel

Address: 4719 M-H P Ln

City/State/Zip: Mt Olive NC 28365

Telephone: Work: \_\_\_\_\_ Home: 252-526-7334

**2. MAIL DETERMINATION TO (if different than applicant information):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**3. ROAD LOCATION: Township Stinson Range \_\_\_\_\_**

DESCRIPTION: @ 740 Kinsey Mill Rd Mt Olive

**4. PARCEL TAX-ID: 04-112**

**5. PROPOSED ROAD NAME: \_\_\_\_\_ rd**

BACKUP NAME 1: Juanita Hernandez Ln

BACKUP NAME 2: \_\_\_\_\_

(NAME SHOULD BE LESS THAN 13 LETTERS)

**6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD:**

Federico Ayala Rangel \_\_\_\_\_  
Juan Luis Ayala \_\_\_\_\_  
Alfonso Salamanca \_\_\_\_\_

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature: Federico Ayala Rangel





## 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> Melissa Kennedy/Communications	<b>Meeting Date:</b> 9/7/21
<b>Subject:</b> Request Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance	
<b>Summary, explanation and background:</b>	
<b>Requested Action:</b> Request public hearing for Nicholas Walsh to name a lane off of Lester Houston Rd Pink Hill Limestone Township 10/4/21	
Budget impact for this fiscal year:	
Budget impact for subsequent years:	
<b>Time needed to explain to Commissioners:</b> 5 minutes	
Attachments:	
<b>Instructions for what to do with attachments once approved:</b>	

**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.

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



**ROAD NAME PETITION for UNNAMED ROAD**

**1. APPLICANT INFORMATION:**

Name: NICHOLAS WALSH

Address: 234 HAW BRANCH ROAD

City/State/Zip: RICHLANDS, NC. 28574

Telephone: Work: \_\_\_\_\_ Home: 615-653-2196

**2. MAIL DETERMINATION TO (If different than applicant information):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**3. ROAD LOCATION: Township limestone Range \_\_\_\_\_**

DESCRIPTION:

Lester Houston Rd Pink Hill @ 238

**4. PARCEL TAX-ID:**

07-21726

**5. PROPOSED ROAD NAME:**

GRANDS LANE

BACKUP NAME 1:

JUNE LANE

BACKUP NAME 2:

HESSER LANE

(NAME SHOULD BE LESS THAN 13 LETTERS)

**6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD:**

Nicholas Walsh  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sherrin Stewart by Analea Kennedy  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature:

Nicholas Walsh

Fire Department Approval:

I certify that I am the Fire Department Chief of the fire department serving the area affected by this petition and that the fire department concur with this request.

Signature: Michael R. Cherry

Print or type name: Michael R. Cherry

Department Name: Potters Hill Fire Dept.

Date: 8-25-21

USPS Approval:

I certify that I am the Post Master of the USPS serving the area affected by this petition and that the USPS concur with this request.

Signature: Jeanette Kennedy

Print or type name: Jeanette Kennedy

Town Name: Pink Hill NC 28572

Date: 8-25-21

## 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> Melissa Kennedy/Communications	<b>Meeting Date:</b> 9/7/21
<b>Subject:</b> Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance	
<b>Summary, explanation and background:</b> Name 2 lanes for Dwight Hill @ 600 block of Kinsey Mill Rd Mt Olive	
<b>Requested Action:</b> To approve both road names. Randall Hill Ln and Montoria Ln	
Budget impact for this fiscal year:	
Budget impact for subsequent years:	
<b>Time needed to explain to Commissioners:</b> 5 minutes	
Attachments:	

209 SEMINARY ST / PO BOX 950  
KENANSVILLE NC 28349



**ROAD NAME PETITION for UNNAMED ROAD**

**1. APPLICANT INFORMATION:**

Name: Dwight Hill  
Address: 117 Oak Hill Rd  
City/State/Zip: Mt Olive N.C. 28365  
Telephone: Work: 919 922-2169 Home: Same

**2. MAIL DETERMINATION TO (if different than applicant information):**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

**3. ROAD LOCATION: Township Wolf Scrape Range \_\_\_\_\_**

DESCRIPTION: 600 Black Kinsey Mill Rd Mt Olive

**4. PARCEL TAX-ID: \_\_\_\_\_**

**5. PROPOSED ROAD NAME:**

Randall Hill Ln (1st)  
BACKUP NAME Montona Ln  
BACKUP NAME Alexandro Montona (2nd)

(NAME SHOULD BE LESS THAN 13 LETTERS)

**6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD:**

Dwight Hill \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature: Dwight Hill



**Instructions for what to do with attachments once approved:**

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

## 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> Melissa Kennedy/Communications	<b>Meeting Date:</b> 9/7/21
<b>Subject:</b> Public Hearing in accordance of Duplin County 911 Addressing road naming Ordinance	
<b>Summary, explanation and background:</b> Name lane for Melvin Bostic Jr @ 1300 block off of S NC 50 Hwy Magnolia.	
<b>Requested Action:</b> To approve road name- Bostic Farm Ln	
Budget impact for this fiscal year:	
Budget impact for subsequent years:	
<b>Time needed to explain to Commissioners:</b> 5 minutes	
Attachments:	



209 SEMINARY ST / PO BOX 950  
KENANSVILLE NC 28349



**ROAD NAME PETITION for UNNAMED ROAD**

**1. APPLICANT INFORMATION:**

Name: Melvin Bostic  
Address: 1200 South Dobson Chapel Rd  
City/State/Zip: Magrobia, NC 28453  
Telephone: Work: \_\_\_\_\_ Home: <sup>cell</sup> 910-271-9101

**2. MAIL DETERMINATION TO (If different than applicant information):**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

**3. ROAD LOCATION: Township Kenansville Range \_\_\_\_\_**

**DESCRIPTION:** Farm Road to a poultry and Hog Farm <sup>1300 Block of S NC 50 Hwy</sup> Magrobia

**4. PARCEL TAX-ID:** 13-2359

**5. PROPOSED ROAD NAME:** Bostic Farm Ln  
**BACKUP NAME 1:** Melvin Bostic  
**BACKUP NAME 2:** W M Bostic

(NAME SHOULD BE LESS THAN 13 LETTERS)

**6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature: Melvin Bostic



**Note:** Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to

209 SEMINARY ST / PO BOX 950

KENANSVILLE NC 28349



**ROAD NAME PETITION for UNNAMED ROAD**

**1. APPLICANT INFORMATION:**

Name: NICHOLAS WALSH

Address: 234 HAW BRANCH ROAD

City/State/Zip: RICHLANDS, NC. 28574

Telephone: Work: \_\_\_\_\_ Home: 615-653-2196

**2. MAIL DETERMINATION TO (if different than applicant information):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**3. ROAD LOCATION:** Township limestone Range \_\_\_\_\_

DESCRIPTION: Lester Houston Rd Pink Hill @ 238

**4. PARCEL TAX-ID:** 07-21726

**5. PROPOSED ROAD NAME:** GRANDS LANE

**BACKUP NAME 1:** JUNE LANE

**BACKUP NAME 2:** HESSEN LANE

(NAME SHOULD BE LESS THAN 13 LETTERS)

**6. SIGNATURES OF PROPERTY OWNERS WHO ADJOIN OR ACCESS THIS ROAD:**

Wald Nichols a  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sherris Stewart by Avelle Kennedy  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The applicant hereby certifies that the signatures on this petition constitute the required amount of the landowners accessing or adjoining the road to be named by this petition.

Applicant's Signature: Wald Nichols a

Fire Department Approval:

I certify that I am the Fire Department Chief of the fire department serving the area affected by this petition and that the fire department concur with this request.

Signature: Michael R. Cherry

Print or type name: Michael R. Cherry

Department Name: POTTERS Hill Fire Dept.

Date: 8-25-21

USPS Approval:

I certify that I am the Post Master of the USPS serving the area affected by this petition and that the USPS concur with this request.

Signature: Jeanette Kennedy

Print or type name: Jeanette Kennedy

Town Name: Pink Hill NC 28572

Date: 8-25-21

## 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: Planning	Meeting Date: September 7, 2021
Subject: 2021 CDBG-NR Potential Application – Call for Public Hearings	
<p>Summary, explanation and background:</p> <p>The Rural Development Division of the NC Department of Commerce has announced the availability of Community Development Block Grant – Neighborhood Revitalization (CDBG-NR) funds for activities within the County. The program must be centered around housing. The program...</p> <ul style="list-style-type: none"><li>• is centered around renovation and replacement of substandard housing for low-moderate income populations standard housing, and <b>most the funding must be used for LMI owner housing</b></li><li>• can be used to address housing and other public utility, street &amp; drainage conditions within a neighborhood, on a scattered site basis, or for emergency housing repairs</li><li>• can be used for construction, reconstruction, rehabilitation or installation of public facilities in support of housing or improvement, removal of architectural barriers, promote energy efficiency</li><li>• senior and community/neighborhood/recreational center, parks &amp; playgrounds</li><li>• provide shelter for persons having special needs such as shelters for the homeless, convalescent homes, hospitals, nursing homes, battered spouse shelters, half-way houses for runaway children, drug offenders or parolees, group homes for the mentally challenged/disabled, &amp; temporary housing for persons.</li><li>• Water &amp; Sewer connections for LMI persons to lines not constructed with CDBG funds</li><li>• Emergency Housing Repairs</li></ul> <p>The maximum grant request is \$750,000. The Program does not require a local match; however, some level of local funding may help the application scoring in some situations such as a tiebreaker.</p> <p>Applications are due by October 14, 2021.</p> <p>The Board of Commissioners must conduct two public hearings prior to submission of an application. The first is to receive public comment about possible application activities. The second is to explain to the public the contents of the proposed application.</p> <p>Staff recommends the Board conduct the first public hearing on September 20, 2021, and the second public hearing on October 4, 2021.</p>	
Requested Action: Set Public Hearings for September 20, 2021, and October 4, 2021.	

Budget impact for this fiscal year: (Funds available, allocation needed, etc.)

None

Budget impact for subsequent years: (Funds available, allocation needed, etc.)

None

Time needed to explain to Commissioners: 5 minutes

Attachments:

None

Instructions for what to do with attachments once approved:

Not applicable

# 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: Public Transportation	Meeting Date: September 7, 2021
Subject: Public Hearing for FY23 5311 CTP Grants-Admin & Capital & 5310 Elderly & Disabled	
Summary, explanation and background: Conduct public hearing for submission of annual Federal and State grants in support of Duplin County’s public transportation system.	
Requested Action: Conduct a public hearing relative to these Federal and State Grant applications	
Budget impact for this fiscal year: (Funds available, allocation needed, etc.) None	
Budget impact for subsequent years: (Funds available, allocation needed, etc.) Revenues for next fiscal year	
Time needed to explain to Commissioners: 2 minutes	
Attachments: Public Hearing Record	
Instructions for what to do with attachments once approved: return to Public Transportation, Attn: Angel Venecia	

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

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Important – A public hearing MUST be conducted whether or not requested by the Public.

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**PUBLIC HEARING RECORD**

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

**APPLICANT:** Duplin County

**DATE:** September 7, 2021

**PLACE:** Duplin County Commissioner's Meeting

**TIME:** 6:00

How many BOARD MEMBERS attended the public hearing? \_\_\_\_\_

How many members of the PUBLIC attended the public hearing? \_\_\_\_\_

**Public Attendance Surveys**

(Attached)

(Offered at Public Hearing but none completed)

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I, the undersigned, representing (*Legal Name of Applicant*) Duplin County do hereby certify to the North Carolina Department of Transportation, that a Public Hearing was held as indicated above and

**During the Public Hearing**

(*NO public comments*)

(*Public Comments were made and meeting minutes will be submitted after board approval*)

The estimated date for board approval of meeting minutes is: \_\_\_\_\_

\_\_\_\_\_  
Signature or Clerk to the Board

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

*Affix Seal Here*





## 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> George Futrelle, Assistant County Manager / Airport Director	<b>Meeting Date:</b> September 7, 2021
<b>Subject:</b> Change Order #3 – Airport Capital Project #7548	
<b>Summary, explanation and background:</b> The Duplin County Airport Commission reviewed and approved the attached Change Order #3 at their August 24, 2021 board meeting and recommends approval to the Duplin County Board of Commissioners. This change order is a net decrease in the total contract amount of \$12,700 and an increase in the number of contract days by 85. The new project completion date is scheduled for Tuesday, October 19, 2021.	
<b>Requested Action:</b> Request approval of Changer Order #3	
<b>Budget impact for this fiscal year:</b> This is a 100% state funded grant project.	
<b>Budget impact for subsequent years:</b> Once project is completed there will be annual revenue from the ground lease of approximately \$45,000 to \$50,000.	
<b>Time needed to explain to Commissioners:</b> 2 minutes	
<b>Attachments:</b> Partially executed Change Order 3	
<b>Instructions for what to do with attachments once approved:</b> Have Chairman execute the Change Order and return original to Airport please.	

**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.

**PROJECT-INDUSTRIAL AIRPARK CONSTRUCTION-HANGAR COMPLEX-DUPLIN COUNTY AIRPORT (DPL)**

**CHANGE ORDER 3**

		(Date Prepared) August 17, 2021	(Change Order No.) 3
(Sponsor Public Agency) DUPLIN COUNTY	(Sponsor's Address) 260 AIRPORT ROAD KENANSVILLE, NC 28349	(Project Number) NCDOT Project No. 36244.20.14.1	(Docket No.)
(Name of Airport) DUPLIN COUNTY AIRPORT (DPL)	(Location Airport) KENANSVILLE, NC 28349	(State) North Carolina	(FAA Grant Agreement No.)
(Name of Contractor) River Landing Builders, LLC	(Address of Contractor) PO Box 1139 Wallace, NC 28486	(Date Accepted)	(Total Max Grant)
(Description of Work Included in Contract) - Contract time added for weather days (15 days). - Contract time added for installing/painting wood trim in office area (in place of specified rubber molding) (10 days). - Contract time added for window delivery delay (10 days) - Contract time added for moving HVAC units, hot water units, and trunk line above offices (15 days) - Contract time added for installing pipe/structures and filling in pond. (35 days) - Remove P-401 Asphalt from Alternate Bid - Additional quantities (mobilization, surveying, 24" & 30" pipe collars, 24" & 30" RCP class III pipes, Remove 24" & 30" FES, Class B Rip Rap, Baffles, and Basin Structure, Install #57 Stone, Dressup and Regrade slopes.)		(Original Contract Cost) \$4,981,812.60	
		\$42,000.00 (Change Order No. 1 Cost)	
		\$5,680.00 (Change Order No. 2 Cost)	
		(Revised Contract Cost) \$5,016,692.60	
		(Contract Time) Days 435	(New Contract Time) New completion date 10/19/2021 Days 520

\*New contract completion date of Tuesday, October 19, 2021

(Reason for Change Order)

Additional weather days (15 days), additional construction days for installing/painting wood trim in office area (vs. specified rubber molding) (10 days), window deliver delay (10 days), moving HVAC units, hot water units, and trunk line above offices (15 days), additional time for pond removal, pipe and structure installation (35 days)


**SUBJECT TO CONDITIONS SET FORTH BELOW, AN EQUITABLE ADJUSTMENT IS ESTABLISHED AS FOLLOWS:**

(Contract Price)	Not Changed	(Contract Time)	Not Changed
<input type="checkbox"/>	Increased by	<input type="checkbox"/>	Increased by
<input checked="" type="checkbox"/>	Decreased by	<input checked="" type="checkbox"/>	Decreased by
	(\$12,700.00)		85
	Dollars		Days

**THE FOREGOING IS IN ACCORDANCE WITH YOUR CONTRACT DATED AS LISTED BELOW:**

- A. The aforementioned change, and work affected thereby, is subject to all contract stipulations and covenants.
- B. The rights of the Public are not prejudiced; and
- C. All claims against the Public Agency which are incidental to or as a consequence of all aforementioned change are satisfied.

We are sending you electronically (1) original of this Change Order for your acceptance. Please return to us the original bearing your dated signature. The original and one copy will be returned to you after approval by the Funding Agencies

ACCEPTED Duplin County	ACCEPTED River Landing Builders, LLC
(Public Agency)	(Contractor)
By	By 
(Title)	(Date) 8/23/21

NCDOT - Division of Aviation Approval:

**DUPLIN COUNTY AIRPORT (DPL)  
INDUSTRIAL AIRPARK CONSTRUCTION-HANGAR COMPLEX**

**CHANGE ORDER 3  
August 17, 2021**

**CONTRACTOR:**  
RIVER LANDING BUILDERS, LLC  
PO BOX 1139  
WALLACE, NORTH CAROLINA 28486

**OWNER:**  
DUPLIN COUNTY  
280 AIRPORT ROAD  
KENANSVILLE, NORTH CAROLINA 28349

**PREPARED BY:**  
AVCON, INC.  
MARTY WYNN, P.E.  
AVCON PROJECT NO.- 2020.0289.01  
NCDOT PROJECT NO. - 36244.20.14.1

BASE BID - HANGAR COMPLEX			CURRENTLY UNDER CONTRACT					CHANGE ORDER	
ITEM NO.	SPEC NO.	DESCRIPTION	CONTRACT QUANTITY	REVISED QUANTITY	UNIT	UNIT PRICE	TOTAL UNDER CONTRACT	INCREASED TOTAL	DECREASED TOTAL
1	S-102	SAFETY AND SECURITY	1	1	LB	15,000.00	15,000.00	-	-
2	S-102	AVIATION BARRICADES	16	16	EA	250.00	4,000.00	-	-
3	S-104	PROJECT SURVEY AND STAKEOUT	1	1	LB	40,000.00	40,000.00	-	-
4	C-100	CONTRACTOR QUALITY CONTROL PROGRAM	1	1	LB	15,000.00	15,000.00	-	-
5	C-102	MAINTENANCE OF EXISTING CONSTRUCTION ENTRANCE	1	1	LB	3,300.00	3,300.00	-	-
6	C-102	TEMPORARY SEEDING	4	4	AC	3,000.00	12,000.00	-	-
7	C-102	TEMPORARY SILT FENCE	300	300	LF	4.50	1,350.00	-	-
8	C-102	BLOCK AND GRAVEL INLET PROTECTION	16	16	EA	250.00	4,000.00	-	-
9	C-102	EXCELSIOR MATTING	8,000	8,000	SY	2.00	16,000.00	-	-
10	C-102	RIP RAP, CLASS B	50	50	CY	185.00	9,250.00	-	-
11	C-102	SEDIMENT / DETENTION BASIN INSTALLATION	1	1	LS	29,000.00	29,000.00	-	-
12	C-105	MOBILIZATION	1	1	LS	544,700.00	544,700.00	-	-
13	P-152	UNCLASSIFIED EXCAVATION	13,500	13,500	CY	12.85	173,475.00	-	-
14	P-209	CRUSHED AGGREGATE BASE COURSE	1,300	0	CY	95.00	-	-	-
15	P-401	BITUMINOUS ASPHALT PAVEMENT	1,800	1,800	TON	150.00	270,000.00	-	-
16	P-602	EMULSIFIED ASPHALT PRIME COAT	2,200	0	GAL	6.40	-	-	-
17	P-603	EMULSIFIED ASPHALT TACK COAT	800	800	GAL	1.00	800.00	-	-
18	P-608	ASPHALT SURFACE TREATMENT	3,700	3,700	SY	6.00	22,200.00	-	-
19	P-610	1" CONCRETE MOW STRIP AROUND HANGARS (5.5' DEPTH)	460	460	LF	20.00	9,200.00	-	-
20	P-620	TEMPORARY AIRFIELD MARKING - YELLOW w/o REFLECTIVE MEDIA	300	300	SF	5.00	1,500.00	-	-
21	P-620	PERMANENT AIRFIELD MARKING - YELLOW WITH REFLECTIVE MEDIA	410	410	SF	5.00	2,050.00	-	-
22	P-620	PERMANENT AIRFIELD MARKING - BLACK w/o REFLECTIVE MEDIA	110	110	SF	5.00	550.00	-	-
23	D-701	15" REINFORCED CONCRETE PIPE, CLASS III	282	282	LF	50.00	13,100.00	-	-
24	D-701	18" REINFORCED CONCRETE PIPE, CLASS III	139	139	LF	83.00	11,537.00	-	-
25	D-701	24" REINFORCED CONCRETE PIPE, CLASS III	132	132	LF	65.00	8,580.00	-	-
26	D-701	30" REINFORCED CONCRETE PIPE, CLASS III	45	45	LF	120.00	5,400.00	-	-
27	D-701	18" REINFORCED CONCRETE PIPE, CLASS IV	385	385	LF	60.00	23,100.00	-	-
28	D-701	24" REINFORCED CONCRETE PIPE, CLASS IV	215	215	LF	84.00	18,060.00	-	-
29	D-701	30" REINFORCED CONCRETE PIPE, CLASS IV	251	251	LF	110.00	27,610.00	-	-
30	D-705	4" PVC UNDERDRAIN	160	160	LF	25.00	4,000.00	-	-
31	D-751	DROP INLET	15	15	EA	5,000.00	75,000.00	-	-
32	D-751	REPAIR EXISTING DROP INLET STRUCTURE	1	1	EA	5,000.00	5,000.00	-	-
33	D-752	24" FLARED END SECTION	1	1	EA	1,400.00	1,400.00	-	-
34	D-752	30" FLARED END SECTION	1	1	EA	1,500.00	1,500.00	-	-
35	F-162	8' CHAIN-LINK FENCE	410	410	LF	29.76	12,201.60	-	-
36	F-162	20' SLIDING GATE	1	1	EA	4,600.00	4,600.00	-	-
37	F-162	ACCESS CONTROL SYSTEM	1	1	LS	19,800.00	19,800.00	-	-
38	M-102	AIRCRAFT TIE DOWN	15	15	EA	500.00	7,500.00	-	-
39	T-901	SEEDING	4	4	AC	2,000.00	8,000.00	-	-
40	T-908	MULCHING	4	4	AC	1,700.00	6,800.00	-	-
41	L-108	#8, 5KV, TYPE 'C' CABLE	280	280	LF	1.25	350.00	-	-
42	L-108	#8 BARE COPPER CABLE CENTERPOISE	280	280	LF	0.65	182.00	-	-
43	L-108	CABLE TRENCHING	220	220	LF	7.00	1,540.00	-	-
44	L-110	2 WAY 2" SCH 40 PVC CONCRETE ENCASED	70	70	LF	31.00	2,170.00	-	-
45	L-110	2" SCH 40 PVC CONDUIT DIRECT BURIED	220	220	LF	20.00	4,400.00	-	-
46	L-125	L-851T, TAXWAY EDGE LIGHT (BLUE)(LED)	7	7	EA	1,100.00	7,700.00	-	-
47	ITEM	PARKING WHEEL STOP	24	24	EA	200.00	4,800.00	-	-
48	NCDOT 520	AGGREGATE BASE COURSE (6")	500	1,800	CY	86.00	184,800.00	-	-
49	NCDOT 600	PRIME COAT	900	0	GAL	6.40	-	-	-
50	NCDOT 605	TACK COAT	300	300	GAL	1.00	300.00	-	-

51	NCDOT 810	ASPHALT CONCRETE PAVEMENT, STATE MIX 8 9.58 (3")	500	500	TON	135.00	67,500.00	-	-
52	NCDOT 848	5" CONCRETE SIDEWALK (4" DEPTH)	320	320	BY	65.00	20,800.00	-	-
53	NCDOT 1091	INSTALLATION OF UG ELECTRICAL UTILITIES TO HANGAR BUILDING	1	1	LS	10,000.00	10,000.00	-	-
54	NCDOT 1205	PAVEMENT MARKING	280	280	SF	4.00	1,040.00	-	-
55	NCDOT 1205	PAVEMENT MARKING - HANDICAP MARKING	2	2	EA	100.00	200.00	-	-
56	NCDOT 1510	INSTALLATION OF WATER SERVICE LINE TO HANGAR BUILDINGS	1	1	LS	16,800.00	16,800.00	-	-
57	NCDOT 1510	INSTALLATION OF 8" WATER FIRE LINE TO HYDRANT	1	1	LS	31,000.00	31,000.00	-	-
58	NCDOT 1520	INSTALLATION OF SANITARY SEWER FORCE MAIN	1	1	LS	15,000.00	15,000.00	-	-
59	NCDOT 1520	INSTALLATION OF SANITARY SEWER LINE TO HANGAR BUILDINGS	1	1	LS	7,000.00	7,000.00	-	-
60	NCDOT 1520	INSTALLATION OF GRINDER PUMP WITH ALARM PANEL	1	1	LS	24,000.00	24,000.00	-	-
61	NCDOT 1520	INSTALLATION OF OIL/WATER SEPARATOR	1	1	EA	14,000.00	14,000.00	-	-
62	ITEM	LARGE HANGAR BUILDING, COMPLETE INCLUDING CONCRETE FOUNDATION AND DOOR SYSTEM	1	1	LS	1,298,300.00	1,298,300.00	-	-
63	ITEM	OFFICE AND HANGAR BUILDING, COMPLETE INCLUDING CONCRETE FOUNDATION AND DOOR SYSTEM	1	1	LS	1,681,800.00	1,681,800.00	-	-
CO1-1	ITEM	DEMÓBILIZATION	1	1	LS	8,000.00	8,000.00	-	-
CO1-2	ITEM	REMOBILIZATION	1	1	LS	8,000.00	8,000.00	-	-
CO1-3	ITEM	SEDIMENTATION POND MAINTENANCE	1	1	LS	5,000.00	5,000.00	-	-
CO1-4	ITEM	SEDIMENTATION AND EROSION CONTROL MEASURES MAINTENANCE	1	1	LS	4,000.00	4,000.00	-	-
CO1-5	ITEM	SITE ASSESSMENT AND REGRADING	1	1	LS	9,000.00	9,000.00	-	-
CO1-6	ITEM	PROJECT MANAGEMENT/COORDINATION/MISC.	1	1	LS	3,000.00	3,000.00	-	-
CO2-1	ITEM	ADD FULL BATHROOM	-	1	LS	5,400.00	5,400.00	-	-
CO2-2	ITEM	ADD STORAGE ABOVE OFFICES	-	1	LS	24,000.00	24,000.00	-	-
CO2-3	ITEM	ADD STONE UNDER FOOTINGS/SLAB FOR DEWATERING (HANGAR 1)	-	430	CY	42.00	18,060.00	-	-
CO2-4	ITEM	ADD UNDERDRAINS AROUND BUILDING/PARKING LOT AND ENTRANCE	-	825	LF	38.00	31,350.00	-	-
CO2-5	ITEM	UNDERCUT UNSUITABLE MATERIAL (FOOTINGS HANGAR 1)	-	140	CY	40.00	5,600.00	-	-
CO2-6	ITEM	UNDERCUT UNSUITABLE MATERIAL (ENTRANCE/PARKING LOT)	-	600	CY	19.25	11,550.00	-	-
CO2-7	ITEM	REPLACE CAST IRON WITH SCHEDULE 40 PIPE	-	1	LS	(7,500.00)	(7,500.00)	-	-
CO2-8	ITEM	REPLACE COPPER PIPE WITH UPONOR PIPE	-	1	LS	(8,000.00)	(8,000.00)	-	-
CO2-9	ITEM	REPLACE METAL TRENCH DRAIN WITH PVC BODY TRENCH DRAIN	-	1	LS	(4,000.00)	(4,000.00)	-	-
CO2-10	ITEM	REPLACE POE LIGHTING SYSTEM WITH LED CONVENTIONAL SYSTEM	-	1	LS	(16,000.00)	(16,000.00)	-	-
CO2-11	ITEM	GENERAC GENERATOR TO MATCH MANUFACTUER OF EXISTING ONSITE GENERATOR	-	1	LS	(5,500.00)	(5,500.00)	-	-
CO2-12	ITEM	REMOVE GROUNDING OUTLETS IN SLAB	-	1	LS	(4,500.00)	(4,500.00)	-	-
CO2-13	ITEM	BATHROOM FOR HANGAR 2	-	1	LS	5,100.00	5,100.00	-	-
CO2-14	ITEM	REPLACE SLAB REBAR WITH FIBER REINFORCING	-	1	LS	(11,000.00)	(11,000.00)	-	-
TOTAL:							\$4,871,805.60	\$62,300.00	\$0.00

ORIGINAL CONTRACT AMOUNT \$4,981,812.60

CHANGE ORDER 1 \$42,000.00

CHANGE ORDER 2 \$5,580.00

CHANGE ORDER 3 -\$12,700.00

**CURRENT CONTRACT AMOUNT (CO1-3) \$5,016,692.60**

**DUPLIN COUNTY AIRPORT (DPL)  
INDUSTRIAL AIRPARK CONSTRUCTION-HANGAR COMPLEX  
CHANGE ORDER 3  
August 17, 2021**

**CONTRACTOR:**  
RIVER LANDING BUILDERS, LLC  
PO BOX 1138  
WALLACE, NORTH CAROLINA 28466

**OWNER:**  
DUPLIN COUNTY  
200 AIRPORT ROAD  
KENANVILLE, NORTH CAROLINA 28340

**PREPARED BY:**  
AVCON, INC.  
MARTY WYNN, P.E.  
AVCON PROJECT NO. - 2020.0288.01  
NCDOT PROJECT NO. - 36244.20.14.1

ADDITIVE ALTERNATE - HANGAR COMPLEX			CURRENTLY UNDER CONTRACT					CHANGE ORDER	
ITEM NO.	SPEC NO.	DESCRIPTION	CONTRACT QUANTITY	REVISED QUANTITY	UNIT	UNIT PRICE	TOTAL UNDER CONTRACT	INCREASED TOTAL	DECREASED TOTAL
1	S-102	SAFETY AND SECURITY	1	1	LB	2,000.00	2,000.00	-	-
2	S-104	PROJECT SURVEY AND STAKEOUT	1	1	LB	2,500.00	2,500.00	-	-
3	C-105	MOBILIZATION	1	1	LB	5,000.00	5,000.00	-	-
4	P-152	UNCLASSIFIED EXCAVATION	500	500	CY	12.85	6,425.00	-	-
5	P-200	CRUSHED AGGREGATE BASE COURSE	400	0	CY	100.00	40,000.00	-	-
6	P-401	BITUMINOUS ASPHALT PAVEMENT	500	0	TON	150.00	75,000.00	-	(75,000.00)
7	P-402	EMULSIFIED ASPHALT PRIME COAT	600	0	GAL	6.40	3,840.00	-	-
8	P-603	EMULSIFIED ASPHALT TACK COAT	200	200	GAL	1.00	200.00	-	-
9	P-606	ASPHALT SURFACE TREATMENT	1,800	1,800	SY	6.00	10,800.00	-	-
10	P-620	TEMPORARY AIRFIELD MARKING - YELLOW w/o REFLECTIVE MEDIA	180	180	SF	12.00	1,800.00	-	-
11	P-620	PERMANENT AIRFIELD MARKING - YELLOW w/ REFLECTIVE MEDIA	150	150	SF	12.00	1,800.00	-	-
12	P-620	PERMANENT AIRFIELD MARKING - BLACK w/o REFLECTIVE MEDIA	110	110	SF	12.00	1,320.00	-	-
13	L-109	#8, 5KV, TYPE 'C' CABLE	280	280	LF	1.25	350.00	-	-
14	L-108	#8 BARE COPPER CABLE CONTERPOISE	280	280	LF	0.65	182.00	-	-
15	L-108	CABLE TRENCHING	220	220	LF	7.00	1,540.00	-	-
16	L-110	2 WAY 2" SCH 40 PVC CONCRETE ENCASED	70	70	LF	31.00	2,170.00	-	-
17	L-110	2" SCH 40 PVC CONDUIT DIRECT BURIED	220	220	LF	20.00	4,400.00	-	-
18	L-125	L-661T, TAXIWAY EDGE LIGHT (BLUE/LED)	7	7	EA	1,100.00	7,700.00	-	-
CO2-14	NCDOT 520	AGGREGATE BASE COURSE	-	400	CY	86.00	34,400.00	-	-
CO3-1	ITEM	MOBILIZATION, SURVEYING	-	1	LB	3,000.00	3,000.00	3,000.00	-
CO3-2	ITEM	PIPE COLLARS 24" & 30"	-	2	EA	2,500.00	5,000.00	5,000.00	-
CO3-3	ITEM	24" RCP, CLASS III	-	29	LF	100.00	2,900.00	2,900.00	-
CO3-4	ITEM	30" RCP, CLASS III	-	148	LF	126.00	18,250.00	18,250.00	-
CO3-5	ITEM	REMOVE DRAINAGE STRUCTURES, 24" FES & 30" FES	-	2	EA	4,025.00	8,050.00	8,050.00	-
CO3-6	ITEM	CLASS B RIP RAP, BAFFLES, BASIN STRUCTURE	-	1	LS	8,500.00	8,500.00	8,500.00	-
CO3-7	ITEM	#57 STONE	-	200	TON	36.00	7,200.00	7,200.00	-
CO3-8	ITEM	DRESS UP & REGRADE SLOPES	-	2	EA	4,500.00	9,000.00	9,000.00	-
<b>TOTAL:</b>							<b>\$201,427.00</b>	<b>62,300.00</b>	<b>(75,000.00)</b>

## 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> Carrie Shields – Economic Development	<b>Meeting Date:</b> September 7, 2021
<b>Subject:</b> Revolving Loan Disbursement Request	
<b>Summary, explanation and background:</b> Carbon Cycle North Carolina, LLC has begun construction of its renewable biogas production facility on 855 Penny Branch Road in Warsaw, NC. To complete the wastewater upgrade requirement, Carbon Cycle North Carolina, LLC has applied for a Revolving Loan from Duplin County. The Revolving Loan amount of \$200,000 and will assist the company in making the necessary improvements to the Town of Warsaw’s wastewater treatment infrastructure.	
<b>Requested Action:</b> I am asking the Board of Commissioners to make support the recommendation of the Revolving Loan Committee and make the motion to approve the Revolving Loan of \$200,000 to Carbon Cycle North Carolina, LLC.	
Budget impact for this fiscal year: Reduction of \$200,000 should be taken from the Revolving Loan Fund.(RLF) Account in Finance – Community Development Loans	
Budget impact for subsequent years:	
<b>Time needed to explain to Commissioners:</b> 5 minutes	
Attachments:	
<b>Instructions for what to do with attachments once approved:</b> Once motion is approved by Commissioners, Tracy Chestnutt will be able to process the loan and disburse payment.	

**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.

**SERVICES FOR THE AGED  
REPORT OF SERVICES**

PROGRAM	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21
<b>NUTRITION/CONGREGATE</b>							
Units of Service	3795	3965	4780	3385	3043	2051	1346
Clients Served	225	234	234	201	211	202	114
Home Visits	0	0	0	0	0	0	0
Outreach	0	0	0	0	0	0	0
# of volunteers	1	2	2	2	12	19	14
# of volunteer hrs.	4	6	6	5	63	63	170
<b>HOMEBOUND MEALS</b>							
Units of Service	1222	1240	1665	1385	1530	2095	1625
Clients Served	67	67	75	75	83	95	85
Waiting List	0	0	0	0	0	0	0
# of volunteers	0	0	0	0	0	17	19
# of volunteer hrs.	0	0	0	0	0	19	22
<b>GENERAL TRANSPORTATION</b>							
Units of Service	257	250	295	226	311	372	287
Clients Served	68	67	62	58	60	62	8
<b>IN HOME AIDE</b>							
Units of Service	517	545	641	597	550	638	551
Clients Served	84	93	92	98	102	100	82
Waiting List	30	34	30	33	32	33	38
<b>ENSURE</b>							
# of cases	142	146	146	149	137	125	143
Clients Served	72	74	65	66	72	70	82
<b>HOUSING &amp; HOME IMPROVEMENT</b>							
Units of Service	1	0	0	1	1	1	0
Waiting List	4	4	4	5	4	4	4
# of volunteer hrs.	36	0	0	54	36	36	0
# of volunteers	9	0	0	9	9	9	0
<b>FAMILY CAREGIVER PROGRAM</b>							
Persons served w/vouchers	2	3	3	3	0	0	0
<b>INCONTINENCE SUPPLIES</b>							
Units of Service	0	11	0	4	4	23	0
Clients Served	0	3	0	1	1	3	0
<b>FAN PROGRAM</b>							
Fans given away	0	0	0	0	0	23	0
<b>SENIOR CENTER PROGRAM</b>							
Units of Service	0	0	0	0	32	70	68
Clients Served	0	0	0	0	12	7	15
# of volunteers	2	1	1	0	11	0	9
# of volunteer hrs.	10	1	1	0	45	0	11
<b>TELEPHONE REASSURANCE PROGRAM</b>							
Units of Service	650	605	718	690	672	647	624
Clients Served	28	27	27	27	27	27	26
<b>INFORMATION &amp; REFERRAL</b>							
Units of Service	17	12	31	34	23	20	24
Clients Served	17	12	32	34	23	20	24
<b>TRAINING - EMPLOYEE</b>							
Number of hours	0	0	23	0	0	20	0
Number of staff	0	0	13	0	0	4	0
<b>INCOME TAX VOLUNTEER PROGRAM</b>							
Number of hours	160	279	236	74	2	0	0
Number of staff	8	8	8	7	1	0	0
<b>MEAL COST</b>							
Meals Prepared	6150	5230	5220	6030	4657	4878	3039
Total Expenditures	\$ 31,591.34	\$ 33,082.25	\$ 26,516.39	\$ 34,316.61	\$ 24,863.03	\$ 24,413.78	\$ 19,446.25
Price per meal	\$ 5.14	\$ 6.33	\$ 5.08	\$ 5.69	\$ 5.34	\$ 5.00	\$ 6.40

<b>FAMILY CAREGIVER - SUPPORT GROUP</b>							
Persons served	2	6	3	7	4	3	6
<b>GROCERY PICKUP</b>							
Units of Service	0	323	0	0	0	0	0







Name and Number of calls Dispatched through Communications	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
MD1	0	2	1	0	0	2	0	2					7
EMS 1	13	8	9	13	12	16	11	16					98
EMS 2	4	6	5	2	8	8	5	4					42
EMS 3	84	51	53	56	83	82	103	88					600
EMS 10	0	0	0	0	0	0	0	0					0
EMS 20	0	0	0	0	0	0	0	0					0
EMS 30	0	0	0	0	0	0	0	0					0
EMS 40	0	0	0	0	0	0	0	0					0
MED1 Warsaw	133	110	124	114	123	112	154	140					1010
MED2 Wallace	172	119	145	155	184	130	176	187					1268
MED3 Chinquapin	104	74	73	105	95	75	85	121					732
MED4 Calypso	62	47	61	43	76	60	71	84					504
MED5 Beulaville	128	106	125	137	120	118	128	152					1014
MED6 Pleasant Grove	59	44	56	44	54	59	68	81					465
MED7 Rose Hill	143	119	144	147	150	141	126	186					1156
MED8 Kenansville	104	74	83	85	104	109	117	131					807
MED9 (Spare)	0	9	1	0	0	0	0	4					14
MED 10 (Spare)	0	0	4	0	0	0	0	0					4
MED 11 (Spare)	0	0	0	0	0	0	0	0					0
	1006	769	884	901	1009	912	1044	1196	0	0	0	0	7721
ES/FIRE MARSHAL													
FM 1	2	7	4	9	10	11	12	6					61
FM 2	10	10	18	8	31	22	11	16					126
FM 3	6	12	9	9	16	14	12	6					84
FM 4	0	0	0	0	0	0	0	0					0
ES OCA	11	19	22	20	42	40	26	22					202
CAD TOTALS	6960	6158	6665	6833	7280	7453	8413	7323					57085
911 Trunk calls	2738	2414	2897	2975	3314	3223	2764	3507					23832
Admin Line Calls	5913	5508	5900	6158	6665	6685	4747	5629					47205
Total Phone calls	8651	7922	8797	9133	9979	9908	7511	9136	0	0	0	0	71037

<b>DUPLIN COUNTY COMMUNICATIONS</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>
	August	July	June	May	April	March
TOTAL # OF ADDRESSING RECORDS	48,537	48,583	48,394	48,399	48,397	48,387
TOTAL # OF ROADS, LANES & STREETS	2074	2073	2071	2073	2073	2071
TOTAL # TELEPHONE CO RECORD CHANGES	415	876	1005	306	309	356
KEYING ACTIVITY REPORT	193	457	212	201	241	230
DAILY AVERAGE DOWNLOAD FROM CENTURYLINK	18	41	45	15	14	15
NEW ADDRESS ASSIGNED	27	33	31	26	28	31
RESIDENTIAL	23	26	26	19	23	28
BUSINESS	1	1	1	2	1	1
FARMS	0	0	0	0	1	0
OTHER	3	8	4	5	3	2
FIELD VERIFIED ADDRESS FOR PHONE CO/USPS	4	4	2	0	2	0
ADDRESS CHANGED	2	4	0	3	11	3
ROAD SIGNS INSTALLED OR REPAIRED	119	173	125	133	116	182
ROAD SIGNS MADE IN HOUSE	28	35	44	35	35	610
POST TAKEN FROM INVENTORY	5	12	3	2	6	7
AT NUMBERS (INTERSECTIONS)	56	82	66	52	53	84
MAPS MADE IN HOUSE	22	5	3	4	1	2
CENTERLINE WORK	3	3	15	139	59	52
ADDRESS POINTS	32	34	43	74	169	32
NUMBER OF 911 CALLS	7323	7511	7453	7280	6833	6665
<b>Submitted by Melissa B Kennedy, September 1 , 2021</b>						



# DUPLIN COUNTY



COWAN MUSEUM OF HISTORY AND SCIENCE

## July 2021 (FY2022) Monthly Report

Month	Attendance w/ Outreach	\$ Cash/ Donations	Volunteer Hrs.
July	107	\$66.00	-
Aug			
Sep			
Oct			
Nov			
Dec			
Jan			
Feb			
Mar			
Apr			
May			
June			
<b>TOTAL</b>			

### ❖ Buildings and Grounds:

- Grotke decided to have the Kelly-Farrior House painted by Billy Craft.
- The outbuildings were lightly cleaned by staff.
- The Kelly-Farrior House floors were mopped once every two weeks.
- Adam from Maintenance brought into the museum a representative from the State regarding Hurricane Florence damage.

### ❖ Exhibits:

- The Smithsonian Institution Traveling Exhibition Service (SITES) poster exhibit, "Picturing Women Inventors," was on display outdoors on the museum grounds through the month of July.
- Exhibit units/galleries were cleaned by staff.

### ❖ Joann Cowan Brown Botanical Garden, Kitchen Garden, Wet Meadow and Ag Garden:

- Staff maintained the museum's gardens.
- Grotke continued to work on updating and adding information about various plants in the "garden handbook."
- Research was done on some of the newer plants.
- A Duplin County employee came to visit the museum on her break and plans to have lunch occasionally in the garden.
- Tom and Della from the NC Cooperative Extension came to the museum grounds periodically to check on the cotton and tobacco plants.

- Grotke contacted Vance Herring about Dr. Dallas Herring's rose bush, on July 23. He sent information and a contact for getting one of the rose bush cuttings to propagate and then plant near the cabin Dr. Herring built.
- ❖ NC Science Museums Grant Program:
- Grotke began working on a book about the garden, which is one of the FY2022 grant projects. Nine pages of garden photos and illustrations have been created thus far.
  - Anne Skinner and Meagan Jasinski have been furloughed until the museum has been awarded grant funds and has a signed contract.
  - The two books created by staff during the FY21 year were each sent to Sarah's Refuge, DNA Community Youth Center, and Sandcastles Child Care.
- ❖ Collections:
- The collections storage room and storage spaces in the museum were cleaned/maintained.
  - Staff worked on artifact records in the database (PastPerfect).
- ❖ Outreach, Education, and Events:
- The "Moth Night" event took place on July 24, 2021, 8:00 p.m. – 10:30 p.m. and 16 people attended. A movie was shown in the garden and moth observation stations were set up around the grounds. In addition, a local artist sold his artwork inside the Kelly-Farrior House.
  - The Duplin Times was contacted about Moth Night and about placing an announcement in the paper.
  - A Facebook ad was purchased regarding Moth Night and a yard sign was designed/printed.
  - Grotke "sugared" the trees on the perimeter of the garden each day during the week of July 19 in order to attract moths.
  - James Sprunt Community College President Dr. Jay Carraway and JSCC Librarian Colleen Kehoe Robinson came to the museum for a visit and to discuss a partnership with the exhibit, "Picturing Women Inventors," in the spring of 2022.
- ❖ Professional Outreach and Community Resource Assistance:
- Grotke attended a Zoom meeting on July 7 with Mayor Leonard Fillyaw to discuss the Sarah Freeman Fillyaw Foundation and a multicultural center that will be in Teachey, NC.
- ❖ General:
- Updated the website.
  - Signed off on P- card purchases.
  - Items of interest were posted onto the museum's social media sites (Facebook, Twitter, and Instagram).
  - Michael from IT came to the museum to fix computer and projector/speaker problems.
  - Grotke completed a "Fraud Risk" questionnaire sent from Thompson, Scott, Adams & Co., P.A.
  - Office and cleaning supplies were ordered.
  - Grotke wrote a piece for the employee newsletter (Mosaic).
  - All high touch surfaces in the museum were cleaned on days there were visitors.
  - Grotke spoke with Davis Brinson and Pam Brame about personnel matters and the NC Science Grant.



**DUPLIN COUNTY CENTER**

*A Review of June 2021*

Duplin County Center  
PO Box 949  
Kenansville, NC 28349  
Phone: (910) 296-2143  
Fax: (910) 296-2191

**Website:** <http://duplin.ces.ncsu.edu>  
**Duplin County Center-NCCE Facebook:** <https://www.facebook.com/DCCooperativeExtension/?fref=ts>  
**4-H Facebook:** <https://www.facebook.com/pages/Duplin-County-4-H/206301779410730?fref=ts>

**Amanda Hatcher**

County Extension Director,  
Livestock

**Wanda Bell**

Administrative Assistant:  
Director, 4-H Family &  
Consumer Sciences

**Wanda Hargrove**

Support Specialist: Agriculture,  
Livestock, Facilities Coordinator

**Walter Adams**

Agriculture & Natural Resources  
Technician---NC A&T State

**James Hartsfield**

Area Specialized Agent,  
Farm Management---NC A&T  
State

**Della King**

Agriculture, Field Crops

**Adam G. Ross**

Livestock, Forages

**Tom Hroza**

Horticulture

**Bridget Huffman**

4-H Youth Development

**Charmae Kendall**

4-H Program Assistant,  
Youth Agriculture/Livestock

**Jasmine Williams**

4-H Prevention Coordinator

**Sydney Knowles**

Family & Consumer Sciences  
Duplin and Sampson Counties

**Notes from the Director** ..... Amanda Hatcher

- Attended: Duplin County Partnership for Career Planning conference call update, Duplin Agribusiness Council board meeting, Duplin County Department Head meeting, Regional Extension updates, NC Association of County Agricultural Agents annual meeting and professional development
- Conducted final employee evaluations, employee evaluation training for agents and staff meeting
- Recorded minutes for the NC Association of County Agricultural Agents board meeting

**Livestock** ..... Amanda Hatcher, Livestock and Forages

- Coordinated communication with NC DOT regarding recommendations for transportation related to farm logistics
- Coordinated a partnership between the NC Aeromedicine Institute and NCSU to provide farm-specific training for agents, staff meeting
- Assisted the field crop agent in measuring wheat yields
- Assisted 27 farmers in nutrient management, 3 farmers in farm management, 6 farmers in crop management
- *Face to face 297 and Non face to face 774*

**Livestock** ..... Adam Ross, Livestock and Youth Livestock Agent

- Attended North Carolina Association of County Agriculture Agents state meeting, Virtual, July 15<sup>th</sup>-16<sup>th</sup>
- Assisted producers via on-farm calls, telephone, email, and text messages.
- *Face to face 453 and Non face to face 865*

**Field Crops** ..... Della King, Field Crops Agent

- Attended NC Ag Agents Meeting, Virtual, June 15<sup>th</sup>-17<sup>th</sup>
- Escorted NCSU 4-H Teens Campus/Research Stations Tour, June 29<sup>th</sup>
- Measured Several Wheat Yields Certifications/Contest Entries



Picture above of Della measuring wheat yields (photo by Amanda Hatcher)

**Britt Building  
monthly  
usage**

**June**

**Total number  
of events:**

61

**Total attendance  
for the events:**

977

**Public events:**

60

**Private events:**

1

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, creed, national origin, religion, sex, age, veteran status or disability. In addition, the two Universities welcome all persons without regard to sexual orientation. North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture, and local governments cooperating.

- Assisted growers as requested
- Continued work on County Corn Variety On-Farm Study
- Continued to lead the Duplin County Farmworker Vaccination Task Force
- Assisted 4-H with Summer Camps as needed
- *Face to face contacts 15 and Non face to face contacts 266*

**Horticulture**..... Tom Hroza, Horticulture Agent

- Held Farm to Table workshop with 12 Youth and 4 adults. Blueberries and grape tomatoes were picked on the farm and learned how to prepare them in healthful ways
- Coordinated teams and planted the last of the zinnias and sunflowers for our floral workshop in July.
- Gathered almost 5 - 5 gallon buckets of honey from our demonstration hives
- Raised beds are planted with some unusual vegetables to promote diversity in our thinking and diet
- Answered numerous questions about pests in the garden and the turf.
- *Face to face contacts 70 and Non face to face contacts 927*

**Small Farms** ..... James Hartsfield, Farm Management (Duplin/Sampson)

- Met with farmers to provide information on the USDA Debt Relief Program for Minority Farmers.
- Completed news article and Radio Clip on hurricane preparedness prior to storm.
- Visited with a beginner farmer to collect soil samples in a high tunnel and provided informational handbook
- Visited an organic vegetable farmer to inspect insect and other pest disease management issues.
- Assisted farmer with Risk Management Plan.
- Participated in NC A&T virtual 4th Friday staff meeting.
- Attended NC A&T virtual Plasticulture Updates for Agents.
- Face to face 26 and Non face to face contacts 3,325

**Agriculture & Natural Resources**..... Walter Adams, Technician (Duplin/Lenoir)

- Answered questions for pesticide education

**Family and Consumer Sciences (FCS)** ..... Sydney Knowles, FCS Agent

- Continued and completed the Med Instead of Meds program. This 6-session program teaches participants how to follow the Mediterranean diet, as well as ways to shop smart, read labels, move more, and plan meals. We had a total of 57 individuals sign-up for the virtual series.
- Attended the Muscadine Festival Board meeting to discuss the upcoming festival.
- Hosted two Cooking for Families workshop for the Mediation Center of Eastern Carolina. We had a total of 19 participants that learned about healthy eating, cooking skills, and how to prepare a healthy meal.
- Began the PACE training program which meets weekly for 10 weeks. This is a physical activity program that I will be able to implement in our community.
- Hosted the 4-H cooking workshop with cloverbuds. We made yogurt dip, fruit kabobs, and pizza. Youth learned about knife skills, hand-washing and germs, and how our meal fit on the MyPlate.
- Attended the XPM training for our new evaluation system.
- Assisted with Farm to Table, including teaching lessons on cooking skills, local snack recipes, and preparing lunch using the local foods from farms.



- Hosted a second 4-H cooking camp for our 9 and up group. We made mini chicken pot pies and banana splits.
- Assisted with Heart Smart Camp. We taught youth all about how to keep the heart healthy, including how nutrition and physical activity affects the heart.
- *Face to face contacts 324 and Non face to face contacts 2,741*

#### **4-H and Youth Development ..... Bridget Huffman, 4-H Agent**

- Attended 4-H Mentor Forum via Zoom on June 1<sup>st</sup>
- Attended the XPM training for our new evaluation system.
- 4-H Cloverbud Craft Workshop was held on June 8<sup>th</sup>
- 4-H Summer Cooking Workshops held on June 9<sup>th</sup> & June 24<sup>th</sup>
- 4-H Farm to Table Camp was held June 14<sup>th</sup>-17<sup>th</sup>.
- 4-H Teen Community Service Project was held at the old Charity Middle School, AKA Baptists on Mission.
- 4-H Shooting Sports Meetings via Zoom to prepare for regional competition in August, June 21<sup>st</sup> and 23<sup>rd</sup>
- 4-H HEART Smart 1 Camp was held June 28<sup>th</sup>-July 1<sup>st</sup>.
- County staff updates and State Extension updates were held in person and via Zoom.
- *Face to face contacts 172 and Non face to face contacts 5053*

#### **Charmae Kendall, 4-H Agriculture/Livestock Program Assistant**

- Weekly Livestock Skillathon & Judging Practices
- Learn, Grow, Eat, Go Summer Workshop
- Horsing Around & Embryology Workshop
- Community Service Day at Baptist Association Outreach Center with 4-H Teens
- NC State Research Farm & Campus Tour for 4-H Teens
- Assisted with Farm to Table Program for 4-H youth
- Assisted with SE Angus Regionals in Fletcher, NC
- *Face to face contacts 345 and Non face to face contacts 5,113*

#### **Jasmine Williams, 4-H Prevention Coordinator**

- Attended virtual meetings: SAP Block Grant Supplemental Funding for Covid-19 Relief, Eastern Regional Listening Session, Prevention Audit
- Attended coalition meetings: Juvenile Crime Prevention Council (JCPC), Child Fatality Prevention Team (CFPT), Impact Coalition
- Attended virtual trainings: 2021 Virtual NC Substance Misuse Prevention Conference
- Alcohol Data Dashboard Regional Meeting, Continued Synar/Merchant Education in Duplin, Sampson, and Wayne counties



**DUPLIN COUNTY CENTER**

*A Review of July 2021*

Duplin County Center  
PO Box 949  
Kenansville, NC 28349  
Phone: (910) 296-2143  
Fax: (910) 296-2191

**Website:** <http://duplin.ces.ncsu.edu>  
**Duplin County Center-NCCE Facebook:** <https://www.facebook.com/DCCooperativeExtension/?fref=ts>  
**4-H Facebook:** <https://www.facebook.com/pages/Duplin-County-4-H/206301779410730?fref=ts>

**Amanda Hatcher**

County Extension Director,  
Livestock

**Wanda Bell**

Administrative Assistant:  
Director, 4-H Family &  
Consumer Sciences

**Wanda Hargrove**

Support Specialist: Agriculture,  
Livestock, Facilities Coordinator

**Walter Adams**

Agriculture & Natural Resources  
Technician---NC A&T State

**James Hartsfield**

Area Specialized Agent,  
Farm Management---NC A&T  
State

**Della King**

Agriculture, Field Crops

**Adam G. Ross**

Livestock, Forages

**Tom Hroza**

Horticulture

**Bridget Huffman**

4-H Youth Development

**Charmae Kendall**

4-H Program Assistant,  
Youth Agriculture/Livestock

**Jasmine Williams**

4-H Prevention Coordinator

**Sydney Knowles**

Family & Consumer Sciences  
Duplin and Sampson Counties

**Notes from the Director** ..... Amanda Hatcher

- Attended: Regional Extension updates via Zoom
- Worked on employee evaluations and plans of work for agents and onboarding and training employees
- Met with county fair coordinator and administrative assistant to work on details for the county fair

**Livestock** ..... Amanda Hatcher, Livestock and Forages

- Organized three animal waste classes with about 70 in attendance with assistance from the field crops agent to conduct each of the two-hour trainings
- Attended animal waste management tour at Lake Wheeler Research Station, NCSU
- Assisted 19 farmers in nutrient management, one farmer in farm management, 6 farmers in crop management
- *Face to face 101 contacts and Non face to face contacts 375*

**Livestock** ..... Adam Ross, Livestock and Youth Livestock Agent

- Began research trial at Piedmont Research Station in Salisbury for bovine carcass composting, July 6<sup>th</sup>-7<sup>th</sup>
- National animal carcass composting workshop at NCSU, July 13<sup>th</sup>-17<sup>th</sup>
- Assisted producers via on-farm calls, telephone, email, and text messages
- *Face to face 635 and Non face to face 928*

**Field Crops** ..... Della King, Field Crops Agent

- Continued work on County (1) Corn Variety and the (2) Soybean Variety On-Farm Study
- Continued to lead the Duplin County Farmworker Vaccination Task Force
- Assisted 4-H with Summer Camps/tasks as needed
- Taught Animal Waste Class, July 7<sup>th</sup> & 8<sup>th</sup>
- Duplin County Corn Variety Field Tour Event
- Assisted growers as requested
- *Face to face contacts 145 and Non face to face contacts 256*

**Horticulture** ..... Tom Hroza, Horticulture Agent

- Provided our first harvest of flowers for the youth to take to the shut-ins and other people in their lives who needed some love
- We had a successful workshop on floral arranging with our 4-H club
- Taught James Sprunt students the finer points of propagating Daylilies and how to grow Sunflowers and Zinnias
- Demonstrated plot growing a hot weather Spinach called Malabar. It has the same taste and texture as Spinach but grows in hot weather when Spinach will not
- Bees continue to work hard and are recovering after a great spring honey flow

**Britt Building  
monthly  
usage**

**June**

**Total number  
of events:**

43

**Total attendance  
for the events:**

1022

**Public events:**

40

**Private events:**

3

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, creed, national origin, religion, sex, age, veteran status or disability. In addition, the two Universities welcome all persons without regard to sexual orientation. North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture, and local governments cooperating.

- Bagworms seem to be the pest of the month and can be easily controlled with Dipel or Orthene at the label rate
- *Face to face contacts 80 and Non face to face contacts 1,150*

**Small Farms ..... James Hartsfield, Farm Management (Duplin/Sampson)**

- Met with several landowners and farmers, we discussed high tunnel production and grants through NRCS-EQIP program and black plastic & drip irrigation
- Completed news article on Biosecurity: Steps to keeping your livestock healthy
- Met and provided farmers information on Plasticulture program and provided vegetable handouts
- Met with farmers to provide with information on Estate Planning, Heir property, and a sample copy of a Forestry Timber Agreement
- Assisted farmer with Risk Management Plan
- Face to face 22 and Non face to face contacts 3,322

**Agriculture & Natural Resources ..... Walter Adams, Technician (Duplin/Lenoir)**

- Answered pesticide concerns
- Signed up client for pesticide training and exams
- Face to face 6 and Non face to face contacts 75

**Family and Consumer Sciences (FCS) ..... Sydney Knowles, FCS Agent**

- Continued the PACE training program which meets every Monday for 10 weeks. This is a physical activity program that I will be able to implement in our community.
- Hosted a second week long 4-H Heart Smart Camp. The focus of this camp is to teach youth all about how to keep the heart healthy, including how nutrition and physical activity affects the heart.
- Attended the ECA District Leadership team meeting with two of our ECA Members. The meeting was in Onslow County and we discussed the upcoming state conference, officer positions, and other activities members would like to do as a district.
- Hosted a Home Food Preservation Pressure Canning workshop. We had a total of 30 individuals register for the workshop. It was offered via Zoom and participants learned about safe canning practices and were able to observe pressure canning carrots and green beans.
- Recorded 3 episodes of the At the Table tv show. These episodes consisted of recipes from the cookbook participants will receive if they complete our survey. If you enjoy the show, complete our quick survey at <https://go.ncsu.edu/attsurvey>
- Attended a 2-day virtual Head Start training through partnership with Steps to Health and ECU. This training provided opportunities to collaborate with Head Start facilities throughout NC.

*Face to face contacts 188 and Non face to face contacts 1,574*

**4-H and Youth Development ..... Bridget Huffman, 4-H Agent**

- Presented a grant proposal to the Duplin County Commissioners for approval to apply for a grant for 4-H Prevention, July 6<sup>th</sup>. It was approved and the grant was submitted on Thursday, July 15<sup>th</sup>
- Volunteered at the NC 4-H Horse Show and worked in the Artistic Expression area, July 9<sup>th</sup>
- State 4-H Presentations videos were due and submitted to Raleigh on July 12<sup>th</sup>
- Completed final evaluation with our 4-H summer Intern from the University of Mount Olive, Tuesday, July 27<sup>th</sup>



- Held 4-H HEART Smart - 12 youth attend the week-long camp and learned about nutrition, eating right, and how important physical activity is in their daily life, July 12<sup>th</sup>-15<sup>th</sup> (see picture above)
- County staff updates and State Extension updates were held in person and via Zoom.  
*Face to face contacts 128 and Non face to face contacts 3,855*

Charmae Kendall, 4-H Agriculture/Livestock Program Assistant

- Weekly Livestock Skillathon & Judging Practices
- Embryology Project with DNA summer school program
- Flower arranging, Recycle crafts, and Nash Johnson Hatchery Tour with summer workshops
- Agriculture Day Camp for James Sprunt Talent Search Program
- Competed in the Livestock Judging & Skillathon Contest at the NC State Beef Unit
- Prepared for Lamb Project, which will start, August 9<sup>th</sup>  
*Face to face contacts 283 and Non face to face contacts 2,237*

Jasmine Williams, 4-H Prevention Coordinator

- Attended virtual meetings: CADCA, Community Drug Coalitions of America, July 12<sup>th</sup>-15<sup>th</sup>; NCFADS, North Carolina Foundation for Alcohol and Drug Studies, July 26<sup>th</sup> -29<sup>th</sup>; JCPC Member Orientation/Refresher, July 27<sup>th</sup>
- Continued Synar/Merchant Education in Duplin, Sampson, and Wayne Counties



**ECONOMIC DEVELOPMENT COMMISSION**

**Economic Development Commission Monthly Update**

Month: July-August 2021

New Industry Inquiry:	<b>Project Velvet</b> – Chinese supplier of interior parts for vehicles investing \$3 million and bringing 30 new jobs.
New Industry Initial Visit:	<b>Project IT</b> – Agri-Business & Food Processing company investing \$50 million and bringing in 50 jobs.
New Industry Follow up visit:	<b>Project Prison</b> - Distribution and Logistics company investing \$5 million dollars and bringing in 16 jobs. Project Mitah – Toddler furniture and cribs distribution company investing \$10 Million and bringing in 75 jobs. This is their second look at Duplin County.
Existing Industry Contact:	<ul style="list-style-type: none"> <li>• Eastern Carolina Broadband</li> <li>• Villari Foods</li> <li>• Valley Protein</li> </ul>
Existing Industry Visit:	<ul style="list-style-type: none"> <li>• Ezzells Catering</li> <li>• Smithfield</li> <li>• Duplin Winery</li> <li>• Chinquapin Water Association</li> <li>• House of Raeford</li> <li>• Cottle Farms</li> </ul>
Grant Applied for:	
Grants Awarded:	
Activities:	<ul style="list-style-type: none"> <li>- Local Developers Advisory Group meeting (LDAG)</li> <li>- Homegrown Leaders – NC Rural Centers</li> <li>- Economic Development Board meeting</li> <li>- Cycle NC coming to Wallace – 1,000 people to county</li> <li>- Parrish and Partners – Master Plan Development</li> <li>- US Congressman Greg Murphy</li> <li>- Transportation Committee Meeting</li> <li>- Smithfield sponsored event meeting – Pickles, Pigs &amp; Swigs</li> <li>- NC Commerce Announcement Planning: (July 14<sup>th</sup>) The Metal Specialist</li> <li>- Successfully completed UNC School of Government Course <ul style="list-style-type: none"> <li>• Basics of Economic Development</li> </ul> </li> <li>- Representative Jimmy Dixon budget planning for Duplin County</li> <li>- CERRI Grant – Town of Rose Hill planning session</li> <li>- Lynn Moore and Phil Prescott – NC WORKS</li> </ul>

- |  |  |
|--|--|
|  | <ul style="list-style-type: none"><li>- National Aviation Day – UMO Airport</li><li>- What Lies Ahead for the Economy webinar</li><li>- Project Announcement LCC in Lenoir County</li><li>- EDPNC Federal Infrastructure Legislation</li></ul> |
|--|--|

Maintenance Type	Part Cost		Labor Cost		Total Cost		Solid Waste Disposal		Water Dept		Transportation		IT		ENVIRONMENTAL/MSW		GARBAGE		HEALTH		EMS		MAINTENANCE		DIS		Sheriff		AIRPORT		SERVICE STORAGE		ANIMAL CONTROL		EVENTS		Inspections		COMMUNICATIONS		Parts Cost		Total Cost			
	Part Cost	Labor Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Labor Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost	Part Cost	Total Cost						
Breast & Motors	1735.33	241.73	1976.96	792.71	225.61	1018.22					55.51	16.82	71.64			33.38	33.38					29.96	29.96																							
Def Raffle	648.46		648.46	586.76		586.76																67.4	67.4																							
Diagn Tech Scherw	296.48	128.92	425.4	126.46	128.92	425.4																																								
Diagn Equipment Service																																														
Garage Road Call	116.16	93.44	19.14								0.56	94.92	95.48										115.99	115.99																						
General Repair	8630.81	1205.7	9836.51	2814.81	902.11	2397.32	25.8	32.23	58.03	87.33	273.96	361.29			188.70	188.70						100.71	360.73																							
Oil Change/Service	1785.27	558.04	2343.31	20.15	48.43	68.58	88.12	257.86	340.38	438.99	141.81	1108.87			49.79	49.79						747.96	237.86	57.61	57.61	38.08	38.08	649.13	649.13			21.9	21.9			44.98	44.98	168.61	168.61							
Outside Repairs	9505.91		9505.91	4151.84		4151.84																750.89	750.89																							
Alignment Only	176		176																			86	86	4609.19	4609.19																					
Parts Only	117.91		117.91	109.98		109.98									7.93	7.93																														
State Inspection	28.05	161.2	189.25	5.45	112.84	118.29	2.55	48.35	50.91					0.85	0.85	0.85	0.85				0.65	0.65	3.4	3.4	0.85	0.85	1.7	1.7	102.2	102.2																
Tire Change	14403.47	402.99	14806.46	6867.97	317.99	7388.47	712.81	16.12	738.96	887.17	42.83	611.61			340.72	340.72					72.97	72.62	997.81	597.81	549.17	549.17	585.43	583.22	2194.66	4991.48																
Tire Repair	1.18	16.12	17.3								0.58	16.12	16.7									1	1																							
Washer Call	100		100	440		440																290	290																							
Wash Vehicle																																														
Total	18848.48	10718.29	41527.76	16190.71	1340.62	17830.43	320.81	352.17	684.48	1377.53	981.09	2560.22	0.85	0.85	124.13	124.13	203.54	203.69	78.67	78.67	19.67	2047.18	2047.18	662.54	460.58	1477.11	1477.11	14835.42	15834.42	0	0	0	18.93	55.81	158.72	152.22	43.02	43.02	44.94	44.94	164.61	164.61			0	0



Office of the

**DUPLIN COUNTY REGISTER OF DEEDS**

Anita Marie Savage, Register of Deeds

Post Office Box 970; 118 Duplin Street, Kenansville, NC 28349

Telephone: (910) 296-2108 Fax: (910) 296-2344

anita.savage@duplincountync.com



**MONTHLY REPORT FOR AUGUST 2021**

Recording Fees		\$24,810.00
Excise Stamps		\$17,570.00
Marriage License		\$1,620.00
Marriage Certificates		\$590.00
Birth Certificates		\$2,660.00
Death Certificates		\$1,910.00
UCC		\$486.00
Notary Fees		\$180.00
Copies		\$261.25
Miscellaneous		\$720.25
Gross Monthly Revenues		\$50,807.50
Less Escrow Account Total		\$134.50
Total Deposit for Period		\$50,673.00
Less Escrow Credit		\$0.00
		<hr/>
		\$50,673.00
State Treasurer 161-50.2	\$488.48	
NC State Treasurer 161.11.5	\$2,653.60	
Children's Trust Fund	\$135.00	
Domestic Violence Fund	\$810.00	
Excise Stamp/Dept of Revenue	\$8,785.00	
State OVS Fees/Expedite Fees	\$0.00	
\$1.00 Excise Tax Exclusion	\$0.00	
State Vital Record Searches	\$672.00	
State Vital Record Searches (add fees)	\$0.00	
Birth Amendment Searches	\$0.00	
Birth Amendment Expedited Searches	\$0.00	
Birth Legitimation Searches	\$0.00	
Birth Legitimation Expedited Searches	\$0.00	
Subtotal	\$13,544.08	
Net Monthly Revenues		\$37,128.92

Submitted this 1st day of September, 2021

*Anita Marie Savage*  
Register of Deeds





**DUPLIN COUNTY REGISTER OF DEEDS ACTIVITY**  
**REPORT FOR AUGUST, 2021**  
**VITAL RECORDS DIVISION**

	Current Month	Previous Month
<b><u>BIRTH RECORDS</u></b>		
BIRTH CERTIFICATES RECORDED	32	43
BIRTH CERTIFICATES ISSUED	266	187
DELAYD BIRTH CERTIFICATES REGISTERED	0	0
<b><u>DEATH RECORDS</u></b>		
DEATH CERTIFICATES RECORDED	37	31
DEATH CERTIFICATES ISSUED	191	159
<b><u>MARRIAGE LICENSES &amp; RECORDS</u></b>		
MARRIAGE LICENSES ISSUED	27	23
MARRIAGE CERTIFICATES ISSUED	59	50
<b><u>MILITARY DISCHARGE RECORDS</u></b>		
MILITARY DISCHARGES RECORDED	0	2
<b><u>OTHER VITAL RECORDS SERVICES</u></b>		
VITAL RECORDS AMENDMENTS PROCESSED	0	0
SCHOOL CENSUS RECORDS ISSUED	0	0
NOTARY PUBLIC OATHS ADMINISTERED	18	19
NOTARY PUBLIC AUTHENTICATION	0	0

**PROPERTY RECORDS DIVISION**

DEEDS RECORDED	183	192
DEEDS RECORDED WITH EXCISE TAX AFFIXED	103	123
DEEDS OF TRUST RECORD	92	112
MISC. DOCUMENT TYPES RECORDED	141	77
BUSINESS RECORDS RECORDED	15	11
UCC RECORDINGS	11	14
SATISFACTIONS (CANCELLATIONS)	124	116
MAPS/PLATS RECORDED	36	29



# Duplin Soil & Water Monthly Report

## Monies Received 2021-22

2022 NCACSP Beginning 07/01/2021	\$	73,683.00
2022 AgWrap Beginning 07/01/2021	\$	26,767.00
Federal EQIP/CSP Allocation 2020	\$	1,147,713.00
EWP Stream Bank Stabilization 2020	\$	546,792.50
Impaired/Impacted Stream Allocation	\$	15,540.00
NACD Temp Employee Grant	\$	50,000.00
<b>TOTAL</b>	<b>\$</b>	<b>1,860,495.50</b>

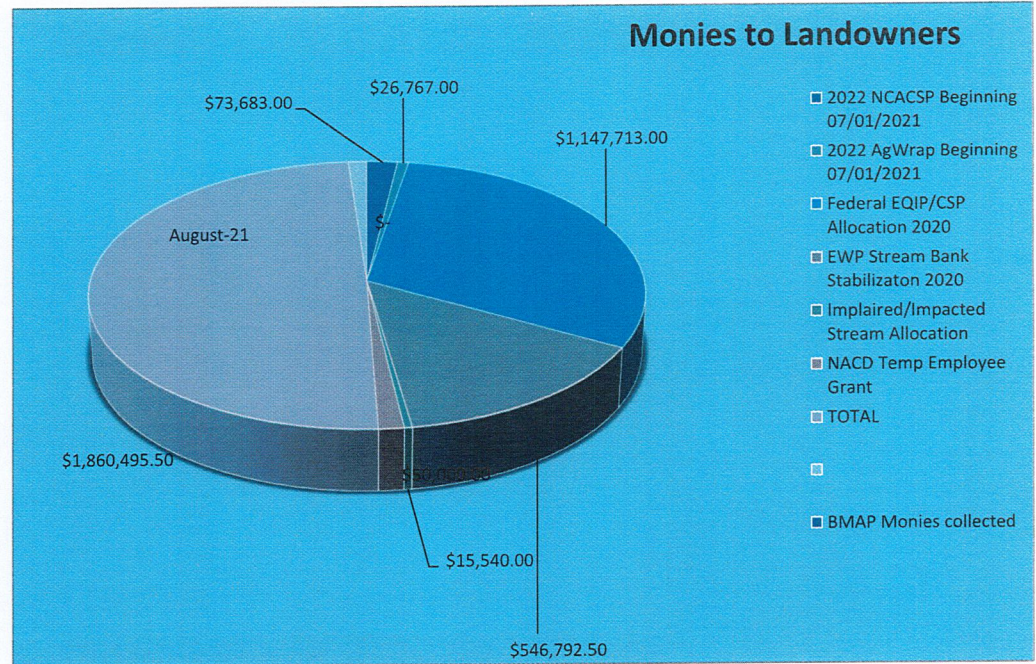
### August-21

BMAP Monies collected	\$	-
BMAP Monies billed	\$	725.00
Beaver Dams Destroyed		2
New NCACSP/NCagwrap Apps/Disaster		2
tile/subsurface drain (feet)		
acreage operations assisted (WUP)		650
telephone assistance		64
walk-in clients assisted		52
Acres of Maps for clients		416
Creek miles inspected		6
River miles inspected		40

*Angie B. Quinn*

signature

Tuesday, August 31, 2021



## MILEAGE REPORT

Year/Make/Model	VIN	Miles
2005 Chevy	1GCEK14V85Z321377	92,730
2007 Chevy	1GCEK19C97Z625098	127,210
2016 Ford F150	1FTEW1E86GFC68020	42,179

