



Town of Carthage

Board of Commissioners
Regular Meeting
March 18, 2024 at 6:30 p.m.

McDonald Building
207 McReynolds Street
Carthage, NC 28327

AGENDA

CALL TO ORDER

INVOCATION – Mayor Jimmy Chalflinch

PLEDGE OF ALLEGIANCE – Commissioner Brent Tanner

APPROVAL OF AGENDA

Members of the board may remove, add, or rearrange items on the agenda prior to commencing the meeting. Motions/votes are not required to approve the agenda but there must be unanimous consent before proceeding.

CONSENT AGENDA

All items listed below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners to remove an item from the consent agenda and place it on the regular agenda.

- Budget Amendment #11 – Allocation to pay retired firefighter death benefit (pg. 1)

PUBLIC COMMENT SESSION

Members of the public may use this time to address the Board of Commissioners with any presentations, questions, or concerns. Please fill out the sign-up sheet in the building's entryway to be recognized during the public comment session. All public comments made as part of a public hearing should be withheld until the public hearing has begun and the floor is given to public comments. No public comment will be made outside of this public comment session or a public hearing unless otherwise permitted by the Board of Commissioners. To request to speak outside of the public comment session or public hearing please raise your hand and wait to be recognized by the presiding officer. The mayor or presiding officer may place time limits on speakers prior to the start of the public comment session.

REPORTS

Manager's Report (Emily Yopp, (pg. 2-4)
Departmental Reports (pg. 5-13)

SPECIAL SPEAKER

Introduction of Urban Archery—Speaker: Rupert Medford, (Commissioner Dan Bonillo)

PUBLIC HEARING

- a. **Public Hearing** (Ordinance #ORD.24.04) – Conditional Zoning Request for Substation Fence; Petitioner: Duke Energy, (Jennifer Hunt, pg. 14-23)
- b. **Public Hearing** -- Rezoning for Clayton Speer's land located on the south portion of PARID 00000913701; Rezone from TBD (Thoroughfare Business District) to I (Industrial); Petitioner: Lauren Rothlisberger on behalf of owner, Clayton Speer, (Jennifer Hunt, pg. 24)

*****Request by applicant to table this item for the April 15th Meeting to allow applicant to receive information on wetlands from the US Fish & Wildlife.***

NEW BUSINESS

- a. Contract with Environmental Impact, Resource Conservation & Development (EIRC&D) to Restore Nancy Kiser Park Stream, (Emily Yopp, pg. 25-32)
- b. Designation TAC Member(s) for the Rural Transportation Planning Organization (RPO), (Emily Yopp, pg. 33-45)
- c. Discuss/approve Interlocal Agreement between County/Town re: Buggy Festival, (Emily Yopp, pg. 46-55)
- d. Consider the Request for Support from Moore County for Pedestrian Synchronized Signal Pedestrian Crosswalk Installation at Courthouse Square, (Emily Yopp, pg. 56-58)
- e. Resolution (RES.24.05) to Accept Grant Funding from NC DEQ for PFAS Studies, Remediation, and Treatment, (Emily Yopp/Allen Smith, pg. 59-64)
- f. Resolution (RES.24.04) Committing to a 5% Match in Order to Apply for the RDED Grant, (Emily Yopp, pg. 65-67)

FINAL COMMENTS

The Board of Commissioners may take this opportunity to provide feedback, comments, commendations, and/or just general thoughts regarding various topics, issues, and ideas.

ADJOURNMENT

Town of Carthage

North Carolina

BOARD OF COMMISSIONERS



MEETING AGENDA & BOARD MATERIALS

Regular Monthly Meeting

March 18, 2024

The McDonald Building
207 McReynolds Street
Carthage, NC 28327



MEMORANDUM

Date: February 15, 2024
 To: The Board of Commissioners
 From: Kesha Matthews, Finance Officer
 Subject: BUDGET AMENDMENT #11 – ALLOCATION TO PAY RETIRED FIREFIGHTER DEATH BENEFIT

Several years ago, some retired firefighters who were qualified to receive a death benefit from the NC State Firemen’s Association Fund were removed from the premium roster in error and could no longer participate in the program. We were given money to pay this benefit, which is held in an assigned fund balance account. One of those retired firefighters recently passed away. The Town is responsible for paying the benefit to their designated beneficiary. This amendment is to allocate funds from the assigned fund balance account to pay these benefits.

					Number 11	
2023/2024 BUDGET AMENDMENT GENERAL FUND MARCH 2024						
Account Code			BUDGET	INCREASE (DECREASE)	NEW BUDGET	
REVENUES:						
10-370-00	FUND BAL	APPROP	4,000	2,000	6,000	
EXPENDITURES:						
10-530-10	INSURANCE	- VOL	9,800	2,000	11,800	



MANAGER'S REPORT

Date: March 18, 2024
To: The Board of Commissioners
From: Emily D. Yopp, Town Manager

Update on Eminent Domain Action on Needmore Area Parcels

As you remember, the Board authorized the Town Attorney and staff to obtain ownership through eminent domain action parcels #00004348 and #00004984, owned by one Joseph D. Parker, Jr., for the purpose of building a community garden park and installation of a gateway sign into the Needmore residential area. Mr. Parker had until February 19th to answer our complaint and that time has since passed with no communication that we know of. Town Attorney Brady Herman will confirm with the courts that Mr. Parker has not attempted to communicate on this matter before we proceed to move the court for an entry of default which will start the next steps of the eminent domain process.

In addition, Town Planner Jennifer Hunt is waiting on a survey plat of the parcels from a local surveyor so that the Town may file the plat with the court showing the area of the property to be taken. We have 90 days from February 19th to conduct this action and, as of this writing, Ms. Hunt anticipates the plat turned into her by the end of the month at the latest.

Historic District Project Set to Begin in April

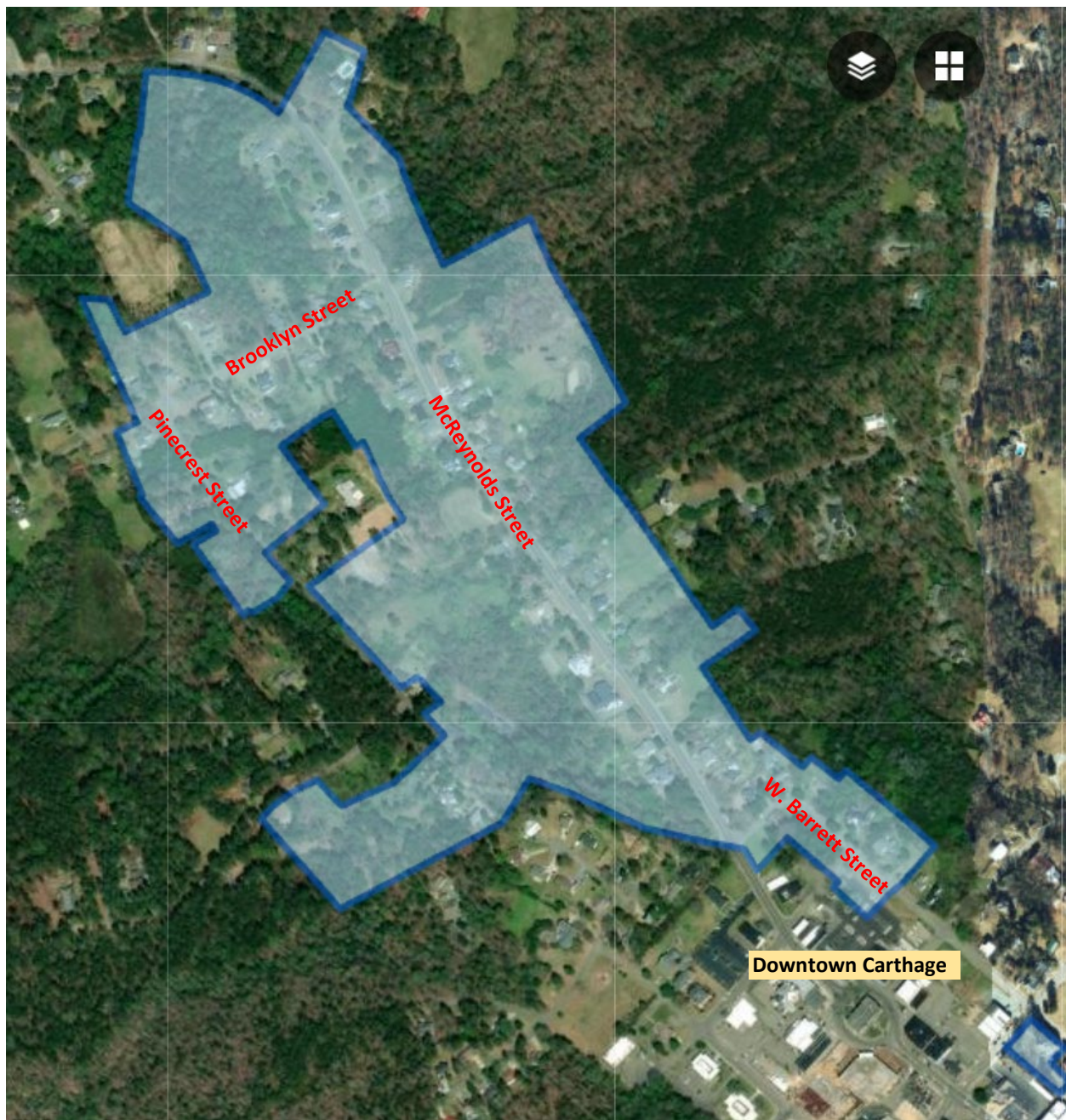


Figure 1: Map of National Historic District in Carthage. GIS photo from HPOWEB 2.0

We are now accepting applications for volunteers who wish to serve on the Historic Preservation Commission (HPC) and work with town staff and members of the Pines Preservation Guild to complete a project that would allow the Town to overlay a local historic district zone on our existing National Register District. Volunteer applications may be found on our website (www.townofcarthage.org) under the “Forms” tab. Citizens may also pick up a printed application at Town Hall, email the Town Clerk directly or I have brought some with me tonight for any attendees who wish to apply.

This project was made possible by a \$5,000 matching grant from the National Park Service Hart Family Fund. In 2018, Carthage took the first steps to establishing a local district by adopting an ordinance establishing the HPC and staffed the committee with volunteers. Unfortunately, that work was never completed, but with this grant, Carthage is now able to partner with an experienced, local organization to develop the historic district inventory, design standards and other necessary documents and programming needed to ensure that our community's historic homes and buildings are protected for many years to come. There will be a number of meetings and public hearings over the next few months as we work to complete this project and engage with property owners within the historic district who will be most affected by this effort.

Respectfully submitted,

Emily D. Yopp, Town Manager

Carthage Police Department | Citation / Warning (NC)s: 159 Results |

Citation/Warning Type	Citation Date/Time	Agency Case Number	Race	Gender
Written Warning	2024-02-26 23:28	24-000984	B - Black or African American	F - Female
Written Warning	2024-02-22 16:59	23-000905	B - Black or African American	F - Female
Written Warning	2024-02-22 14:08	24-000901	B - Black or African American	M - Male
Written Warning	2024-02-21 16:23	24-000879	W - White	M - Male
Citation	2024-02-21 06:12	24-000866	W - White	M - Male
Written Warning	2024-02-19 12:04	24-000844	W - White	F - Female
Citation	2024-02-20 06:00	24-000854	B - Black or African American	M - Male
Written Warning	2024-02-17 22:56	24-000811	W - White	M - Male
Written Warning	2024-02-15 18:49	24-000780	W - White	F - Female
Written Warning	2024-02-10 18:08	24-000676	W - White	F - Female
Written Warning	2024-02-09 11:58	24-000657	W - White	F - Female
Written Warning	2024-02-09 08:17	24-000656	W - White	F - Female
Written Warning	2024-02-09 19:11	24-000662	W - White	M - Male
Written Warning	2024-02-08 18:22	24-000643	W - White	M - Male
Written Warning	2024-02-03 18:54	24-000545		M - Male
Written Warning	2024-02-03 22:38	24-000550	W - White	F - Female
Written Warning	2024-02-03 19:39	24-000546	W - White	F - Female
Written Warning	2024-02-03 22:58	24-000552	W - White	M - Male
Written Warning	2024-02-04 20:52	24-000567	B - Black or African American	F - Female
Written Warning	2024-02-01 11:11	24-000505	B - Black or African American	M - Male
Written Warning	2024-01-30 20:46	24-000475	W - White	F - Female
Written Warning	2024-01-29 21:17	24-000458	W - White	M - Male
Written Warning	2024-01-30 03:01	24-000462	W - White	M - Male
Citation	2023-12-24 22:00		B - Black or African American	M - Male
Written Warning	2024-01-23 18:38	24-000361	W - White	F - Female

Carthage Police Department | Incident (NC)s: 26 Results | 2024-02-01 - 2024-02-29

Incident Number	Reference #	Primary Offense
I20240227-26	24-000998	90Z-57 - Check Fraud : Suspect passed fraudulent checks with intention to defraud the credit union
I20240227-24	24-001003	13B - Simple Assault
I20240227-21	24-001002	90J - Trespass of Real Property
I20240227-07	24-000997	90Z-61 - Disturbing Peace : Subject was Trespassed
I20240225-01	24-000949	13B - Simple Assault
I20240223-15	24-000928	90Z-59 - Fraud : Scam Call
I20240222-11	24-000894	90J - Trespass of Real Property
I20240222-03	24-000888	90Z-09 - Resist Arrest : RDO
I20240221-09	24-000887	90Z-24 - Trespassing : Second Degree Trespassing
I20240221-02	24-000875	220 - Burglary/Breaking & Entering
I20240220-01	24-000858	90Z - All Other Offenses : Warrant Service
I20240218-01	24-000796	90Z - All Other Offenses : Warrant Service
I20240215-27	24-000779	90Z - All Other Offenses : Sexual Assault on a Minor
I20240215-24	24-000776	90Z - All Other Offenses : Overdose
I20240214-15	24-000758	90Z-54 - Lost Or Stolen Item : Lost or stolen wallet
I20240214-07	24-000751	90Z - All Other Offenses : Property Damage
I20240214-02	24-000745	90Z - All Other Offenses : Warrant Service
I20240211-13	24-000696	90Z - All Other Offenses : Warrant Service
I20240211-11	24-000695	290 - Destruction/Damage/Vandalism of Property
I20240211-03	24-000690	90Z-03 - Missing Person : Missing Person
I20240210-01	24-000676	90Z - All Other Offenses : Dog Bite/Dog at Large (Ordinance Violation)
I20240209-19	24-000558	90Z - All Other Offenses : Warrant Service
I20240206-30	24-000609	90Z-05 - Hit & Run : Hit & Run
I20240205-37	24-000585	26B - Credit Card/Automated Teller Machine Fraud
I20240204-01	24-000558	520 - Weapon Law Violations : Seized Firearm

Carthage Police Department | Warrants: 123 Results |

Incident	Warrant Type	Arrest Date	U C R/N I B R S Offenses	Race	Gender	Obtained Location (F I P S)	Offense Date/ Time
I20240227-24	Misdemeanor Warrant	2024-02-27T21:12:00.000Z	13B - Simple Assault	W - White	M - Male	125 - Moore	2024-02-27 15:53
I20240222-03	Misdemeanor Warrant	2024-02-22T05:35:00.000Z	90Z-09 - Resist Arrest	W - White	M - Male	125 - Moore	2024-02-21 22:12
I20240221-09	Misdemeanor Warrant	2024-02-22T03:38:00.000Z	90Z-24 - Trespassing	W - White	M - Male	125 - Moore	2024-02-21 22:32
I20240220-01	Misdemeanor Warrant	2024-02-20T16:51:00.000Z	90Z - All Other Offenses	B - Black or African American	F - Female	125 - Moore	2021-04-10 00:00
I20240218-01	Misdemeanor Warrant	2024-02-17T02:41:00.000Z	90Z - All Other Offenses	W - White	M - Male	085 - Harnett	2016-06-16 09:00
I20240218-01	Misdemeanor Warrant	2024-02-17T02:41:00.000Z	90D - Driving Under the Influence	W - White	M - Male	125 - Moore	2024-02-16 20:45
I20240214-02	Misdemeanor Warrant	2024-02-14T14:25:00.000Z	90Z - All Other Offenses	I - American Indian or Alaska Native	F - Female	125 - Moore	2024-01-30 00:00
I20240209-19	Misdemeanor Warrant	2024-02-08T12:55:00.000Z	520 - Weapon Law Violations	W - White	F - Female	125 - Moore	2024-02-04 21:15
I20240211-13	Felony Warrant	2024-02-12T00:17:00.000Z	90Z - All Other Offenses	B - Black or African American	M - Male	125 - Moore	2023-11-22 00:00
I20240204-01	Misdemeanor Warrant	2024-02-04T09:15:00.000Z	23H - All Other Larceny	W - White	F - Female	125 - Moore	2024-02-04 04:15
20240130-0001	Felony Warrant	2024-01-30T18:35:00.000Z	35B - Drug Equipment Violations	W - White	M - Male	125 - Moore	2024-01-30 10:45
I20240123-07	Misdemeanor Warrant	2024-01-20T20:55:00.000Z	90Z - All Other Offenses	W - White	F - Female	125 - Moore	2024-01-12 09:30
I20240123-07	Misdemeanor Warrant	2024-01-20T21:24:00.000Z	90Z - All Other Offenses	W - White	F - Female	125 - Moore	2024-01-12 09:30
I20240117-23	Capias Warrant	2024-01-18T00:19:00.000Z	90Z - All Other Offenses	W - White	F - Female	125 - Moore	2024-01-12 00:00
I20240112-36	Capias Warrant	2024-01-12T14:51:00.000Z	90Z - All Other Offenses	B - Black or African American	M - Male	125 - Moore	2024-01-04 00:00
I20240105-19	Felony Warrant	2024-01-05T05:00:00.000Z	240 - Motor Vehicle Theft	W - White	M - Male	125 - Moore	2024-01-04 22:57
I20240102-01	Misdemeanor Warrant	2024-01-02T03:04:00.000Z	90Z - All Other Offenses	B - Black or African American	M - Male	125 - Moore	2023-02-24 00:00
I20231222-03	Misdemeanor	2023-12-22T15:32:00.000Z	90Z - All Other Offenses	W - White	F -	125 - Moore	2023-12-06 09:00

Carthage Police Department | Warrants: 123 Results |

Incident	Warrant Type	Arrest Date	U C R/N I B R S Offenses	Race	Gender	Obtained Location (F I P S)	Offense Date/ Time
	Warrant				Female		
I20231222-03	Misdemeanor Warrant	2023-12-22T15:32:00.000Z	90Z - All Other Offenses	W - White	F - Female	125 - Moore	2023-12-13 09:00
I20231218-24	Misdemeanor Warrant	2023-12-19T00:06:00.000Z	90Z-24 - Trespassing	W - White	F - Female	125 - Moore	2023-12-18 18:13
I20231215-09	Capias Warrant	2023-12-15T18:18:44.101Z	90Z - All Other Offenses	B - Black or African American	M - Male	125 - Moore	2023-12-13 00:00
I20231212-02	Misdemeanor Warrant	2023-12-12T00:28:00.000Z	90D - Driving Under the Influence	W - White	M - Male	125 - Moore	2023-12-11 19:28
I20231209-04	Misdemeanor Warrant	2023-12-10T06:53:00.000Z	90Z - All Other Offenses	W - White	M - Male	125 - Moore	2023-12-09 20:07
I20231202-01	Misdemeanor Warrant	2023-12-02T07:39:00.000Z	13B - Simple Assault	W - White	M - Male	125 - Moore	2023-12-02 00:00
I20231129-04	Misdemeanor Warrant	2023-11-29T16:19:00.000Z	23H - All Other Larceny	W - White	M - Male	125 - Moore	2023-11-29 11:10

**TOWN OF CARTHAGE
CASH POSITION**

FUND		<u>FEBRUARY 2024</u>	<u>JANUARY 2024</u>	<u>DECEMBER 2023</u>
#10	Cash on Hand			
	Petty Cash	\$300.00	\$300.00	\$300.00
	Crime Investigation	\$200.00	\$200.00	\$200.00
#10	General Fund			
	Central Depository (.05% Yield)	\$1,216,213.06	\$1,323,812.72	\$1,452,064.00
	CD Mature 03/20/2024 (0.02% Yield)	\$25,426.92	\$25,426.92	\$25,426.92
	NC Capital Trust (5.23% Yield)	\$926,796.70	\$922,957.19	\$918,862.76
#10	Firemens' Fraternal			
	Central Depository (.05% Yield)	\$16,368.00	\$16,368.00	\$16,368.00
#10	McConnell Marker			
	Central Depository (.05% Yield)	\$200.00	\$200.00	\$200.00
#10	Restricted Performance Bond			
	Central Depository (.05% Yield)	\$23,632.00	\$23,632.00	\$23,632.00
#10	Carriage Hills Surety			
	Central Depository (.05% Yield)	\$180,454.25	\$187,954.24	\$187,954.24
#10	Carriage Place Townhomes Surety			
	Central Depository (.05% Yield)	\$35,000.00	\$120,775.00	\$120,775.00
#10	Historical			
	Central Depository (.05% Yield)	\$1,685.14	\$1,685.14	\$1,685.14
#15	Powell Bill Fund			
	Central Depository (.05% Yield)	\$25,412.12	\$26,784.21	\$26,784.21
	NC Capital Trust (5.23% Yield)	\$91,900.50	\$91,519.78	\$91,113.78

		<u>FEBRUARY 2024</u>	<u>JANUARY 2024</u>	<u>DECEMBER 2023</u>
#30	Water			
	Central Depository (.05% Yield)	\$415,475.79	\$386,702.76	\$387,456.81
	CD Mature 03/20/2024 (.02% Yield)	\$17,293.73	\$17,293.73	\$17,293.73
	NC Capital Trust (5.23% Yield)	\$333,582.79	\$332,200.83	\$330,727.12
#31	Sewer			
	Central Depository (.05% Yield)	\$1,042,487.52	\$1,079,921.11	\$1,067,765.85
	CD Mature 03/20/2024 (.20% Yield)	\$17,293.72	\$17,293.72	\$17,293.72
	NC Capital Trust (5.23% Yield)	\$95,775.62	\$95,378.84	\$94,955.72
#35	Capital Reserve Water & Sewer Improvements			
	Central Depository (.05% Yield)	\$508,992.09	\$508,992.09	\$508,992.09
#70	Cemetery			
	Central Depository (.05% Yield)	\$0.00	\$0.00	\$0.00
	NC Capital Trust (5.23% Yield)	\$28,792.32	\$28,673.04	\$28,545.84
	TOTALS	\$5,003,282.27	\$5,208,071.32	\$5,318,396.93

Carthage Fire Department

Carthage, NC

This report was generated on 3/4/2024 8:31:47 AM



Incident Statistics

Zone(s): All Zones | Start Date: 02/01/2024 | End Date: 02/29/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		42	
FIRE		24	
TOTAL		66	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$1,000.00		\$1,000.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		5	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
8		12.12	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Carthage Fire & Rescue	0:05:56	0:07:59	
Cypress Pointe (22)	0:05:08		
AVERAGE FOR ALL CALLS		0:06:26	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Carthage Fire & Rescue	0:02:18	0:02:55	
Cypress Pointe (22)	0:01:04		
AVERAGE FOR ALL CALLS		0:02:12	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Carthage Fire Department		26:17	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

MONTHLY REPORT

FEBRUARY 2024

Water Service

Locates	Work Orders	Cut-Offs / Tags	Meters Installed	Water Main/ Service Repairs	Water Taps
144	42	46		1	2

Sewer Service

Service Renewals	Lift Station Repairs	Force Main Repairs	Mowed Outfall Lines	Town Sewer Backups	Sewer Taps
	2			2	1

Building & Grounds

Leaf & Limb Total Rounds	Trash Runs	Complete Mowed Rounds	Building Repairs
2			

Streets

Cleaned Out Catch Basin	Cleaned Streets With Blower
1	

Construction Projects

- 1.
- 2.
- 3.

Additional Notes



MEMORANDUM

Date: March 18, 2024
 To: Board of Commissioners
 From: Jennifer Hunt, Town Planner
 Subject: Board Report: Recap of February 2024

TOTAL Permits Issued		
Month	No. Permits	Fees Paid
Feb-24	25	\$ 4,837.45

Municipal Compliance	Verification Forms Issued
Month	No. MCV Approved
Feb-24	39

Zoning Requests:

- Conditional Zoning – Utility Substation Duke Energy PARID 20220740

Events:

- 2nd Community Input Meeting for the Downtown Revitalization Plan and Parking Corridor Study at the McDonald Building from 4 PM to 6:30 PM on March 14, 2024.



MEMORANDUM

Date: March 18, 2024

To: The Board of Commissioners

From: Jennifer Hunt, Town Planner

Subject: CZ-01-24: Conditional Zoning for Duke Energy 230kV Substation on 25.870 acres of land located at PARID 20220740, RA-40 to RA-40-CZ; Petitioner: Duke Energy Progress, LLC (DEP)

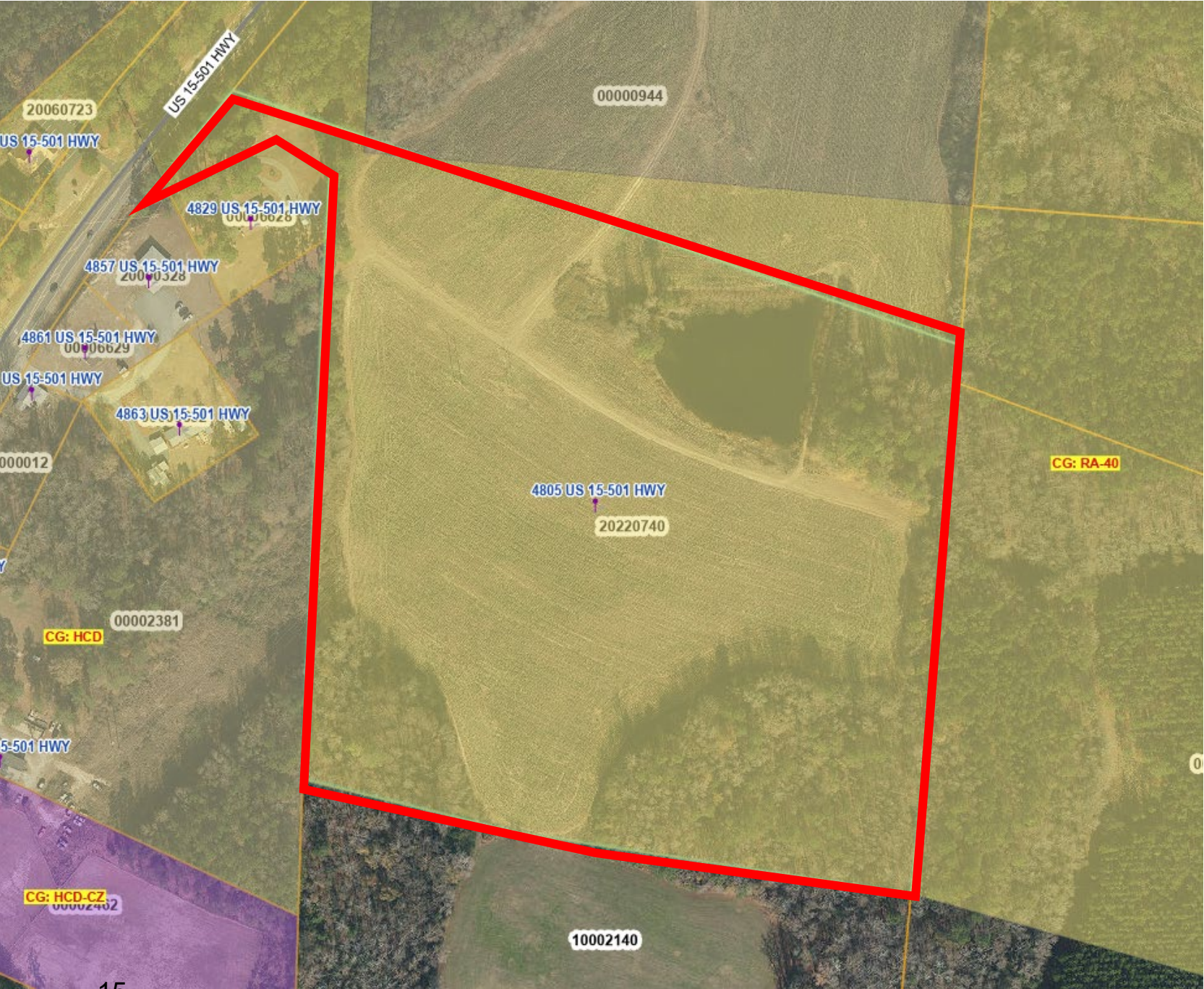
I. SUMMARY OF APPLICATION REQUEST:

The applicant, Duke Energy Progress, LLC (DEP) is requesting conditional zoning to allow for a chained link fence with barbed wire to be placed around their proposed utility substation located at PARID 20220740. Currently the chain link fence with barbed wire is only permitted in the Industrial zoning district. The location is 4805 US 15-501 and is currently zoned a vast majority RA-40.

II. PROJECT INFORMATION:

1. PARID: 20220740 PIN: 857700704307
2. Applicant: Duke Energy
3. Owner: Duke Energy Progress, LLC
4. Long-Range Plan Designation:
This future area of this land appears to be commercial, per the adopted 2040 Land Use Plan.
5. Current Zoning:
The current zoning is majority RA-40. The applicant is requesting RA-40-CZ. A utility substation is permitted use in the RA-40 zoning district.

Figure 1: Site Location outlined in red.



6. Application Review Dates:
 - i. Application submitted: February 22, 2024
 - ii. Application complete: February 22, 2024
 - iii. Notice of Board of Commissioners Public Hearing for March 18, 2024:
 1. Publication Dates: February 28, 2024 and March 03, 2024
 - iv. Planning Board Meeting: March 07, 2024

III. APPLICATION REVIEW:

When reviewing an application for conditional zoning, the Board of Commissioners shall consider and be guided by Article 5. Below is highlighted Section 100.42 and Section 100.44 as set forth in UDO:

Section 100.42 Types of Amendments:

Amendments may be to the text of the ordinance or take the form of map amendments, often known as rezoning. The Town of Carthage recognizes three types of amendments.

1. *Text Amendments. This type of amendment is used when a party chooses to modify the actual text of the ordinance. This is a legislative decision by the Board of Commissioners.*
2. *Map Amendments. This type of amendment is used when a party chooses to change a zoning district from one type to another. Often known as a straight rezoning, it recognizes that the change in district allows for all uses allowed within a given zoning district. It cannot be conditioned in any way. This is a legislative decision by the Board of Commissioners.*
3. *Conditional Zoning. Conditional Zoning is an amendment process that is both a map amendment and a text amendment. It is a legislative decision by the Board of Commissioners, but it allows for the placement of conditions and/or limits on the approval.*

Section 100.44 (5) Amendment Procedure for Text Amendments and Map Amendments- Board of Commissioners:

The Board of Commissioners may choose to make their decision to approve or deny at the same meeting or a subsequent meeting. The Board shall first adopt a Resolution of Consistency with the adopted Land Use Plan and other long-range plans then the Board shall vote on the petition. The Resolution of Consistency may take one of three forms consistent with N.C.G.S 160D-604(d); 605(a); 701.

1. *Approve the amendment and describe its consistency with the adopted Land Use Plan.*
2. *Reject the zoning amendment and describe its inconsistency with the adopted Land Use Plan.*
3. *Approve the amendment and deem it a modification of the adopted Land Use Plan. The Board shall describe why the action taken is reasonable and in the public interest. In certain circumstances, it may be beneficial for the Planning Board to convene with the Board of Commissioners during the public hearing prior to making their recommendation. Once the hearing is conducted, the Planning Board may then reconvene to make their recommendation the same day or at a subsequent Planning Board meeting for transmittal to the Board of Commissioners.*

C. Staff Comments:

Staff has met with DEP and informed them that their project meets all Unified Development Ordinance (UDO) requirements except for the chained link fence with barbed wire, which is permitted in an Industrial zone. DEP finds that the chain link fence is important for the safety and visibility of their project, therefore they would like to request conditional zoning for their project on

this parcel. Please view Attachment 1 for their cover letter. Please see Attachment 2 for their site plan.

IV. PLANNING BOARD RECOMMENDATIONS:

- 1. The rezoning request is consistent with Goal 2 of the Town of Carthage 2040 Land Use Plan.
- a. The Planning Board recommends approving the proposed conditional zoning request. All ayes.

V. ATTACHMENTS PROVIDED BY THE APPLICANT:

- 1. Conditional Zoning Cover Letter
- 2. Site Plan

VI. BOARD OF COMMISSIONERS ACTION:

FIRST: Open and Conduct the Public Hearing. Ask for comments. Please have each person come forward to the podium and state their name and address.

The Board of Commissioners (BOC) shall conduct a public hearing regarding the petition per Article 5, Section 100.42 of the Town of Carthage Unified Development Ordinance (UDO).

SECOND: Close the Public Hearing!!! *** Once the public hearing is CLOSED, there are no more public comments allowed! You may discuss your comments with each other (the BOC) after the public hearing is closed, for comments, from the public.

THIRD: Adopt 1st motion- **LUP CONSISTENCY MOTION**

FOURTH: Adopt 2nd motion- **PETITION MOTION**

The Board of Commissioners shall set a date for public hearing of any petition for amendment per UDO Section 100.42 and 100.44. The Board of Commissioners shall conduct a public hearing regarding the petition. The Planning Board recommendation and Statement of Consistency shall be provided to the Board of Commissioners.

The Board shall first adopt a Resolution of Consistency with the adopted Land Use Plan and other long-range plans then the Board shall vote on the petition (**two motions required**). The Resolution of Consistency may take one of three forms consistent with N.C.G.S 160D-604(d); 605(a); 701.

LUP CONSISTENCY MOTION (1st Required Motion)

I move to:

OPTION 1

Approve the conditional zoning and describe its consistency with the adopted Land Use Plan.

or

OPTION 2

Reject the conditional zoning and describe its inconsistency with the adopted Land Use Plan

or

OPTION 3

Approve the conditional zoning and deem it a modification of the adopted Land Use Plan. The Board believes this action taken is reasonable and in the public interest because.....

VII. PETITION MOTION (2ND Required Motion)

And, therefore, I move to:

OPTION 1

Approve CZ-01-24 as written and presented.

or

OPTION 2

Approve CZ-01-24 conditionally with the following modifications.....

OPTION 3

Deny CZ-01-24 for the following reasons.....

EXHIBIT A
Applicant Narrative – Conditional Zoning Request
4805 US 15-501 Hwy. (PIN: 857700704307)
Duke Energy Progress, LLC (Applicant)

After consulting with Town staff, the applicant and property owner, Duke Energy Progress, LLC (DEP), is requesting to amend the zoning map by modifying the existing zoning of the property located at 4805 US 15-501 Highway (PIN: 857700704307) from RA-40 to RA-40-CZ to allow the use of chain-link fence in lieu of opaque screening material as required under Section 100.57(22) of the Code of Ordinances of the Town of Carthage.

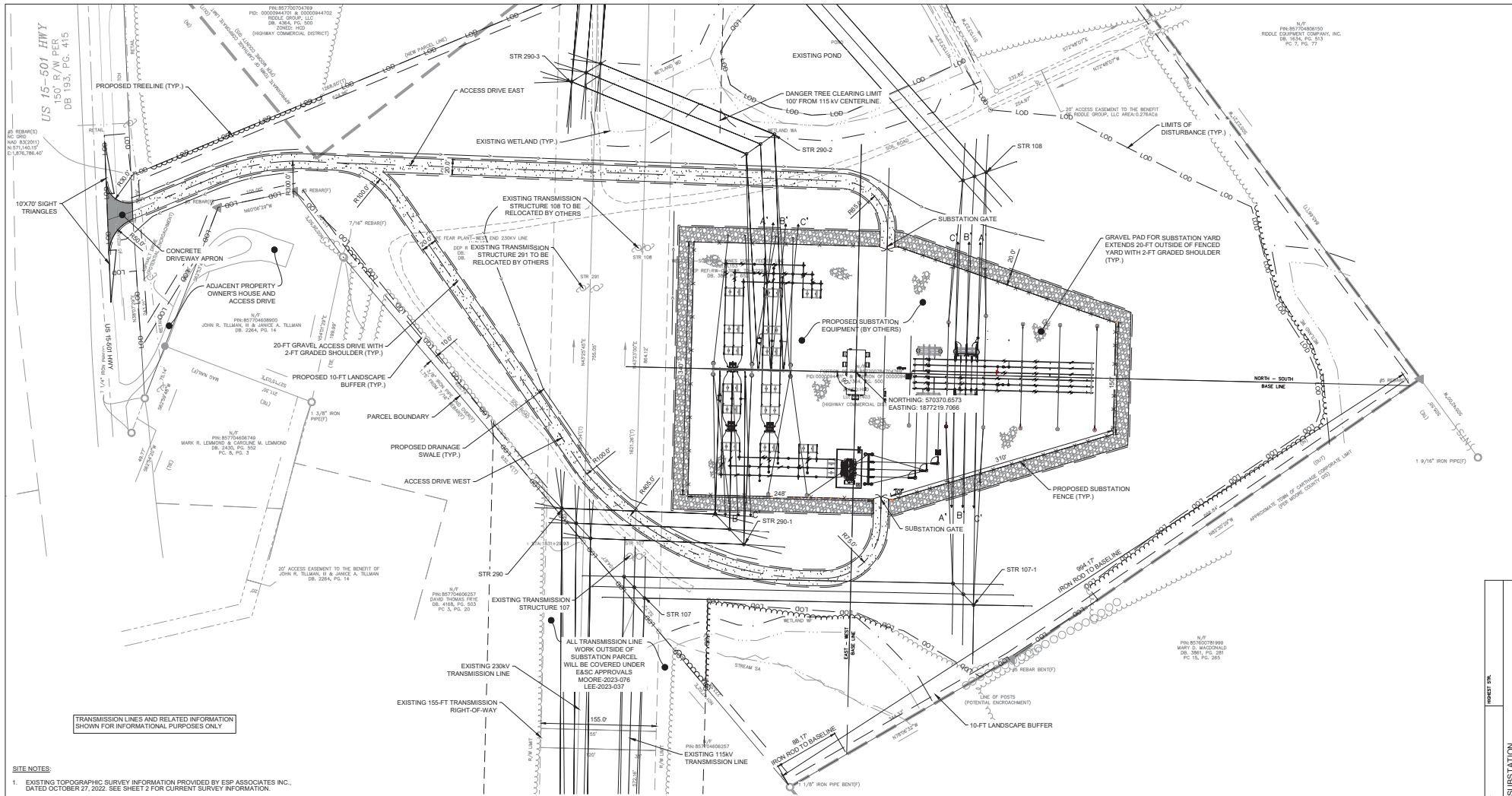
The subject site is a 25.8-acre parcel primarily zoned RA-40. Based on the Table of Permitted Uses in Ordinance Section 100.55, a utility (electrical) substation is a permitted use in RA-40 zoning with no special requirements for the use. The proposed substation site, as shown on the associated site plan, complies with the applicable Ordinance standards with the exception of the required fence material as described in Ordinance Section 100.57(22) *Equipment Screening*. For security and safety concerns, DEP's standard is to surround substations with a 7-foot tall chain link fence with an additional foot of barbed wired around the top. Duke's technicians must have visibility into the substation site to ensure safe and unobstructed access prior to the crew beginning work on the substation. As such, the applicant proposes to surround the substation with a chain link fence in lieu of opaque screening material. As shown on the site plan, the fence will be located significantly beyond setback requirements along property lines and will be screened by existing vegetation and proposed landscaping to be planted along the parcel's perimeter. Based on the distance and changes in topography between the substation location and the right-of-way of US 15-501 Highway, the fence should have limited visibility from the road.

The requested rezoning is consistent with the Town's Comprehensive Land Use Plan, as the zoning condition proposed helps ensure a safe, secure, and stable power grid, which in turn supports economic development, safety, and quality of life, as all forms of land use (residential, commercial, civic, recreational, industrial, etc.) rely on electrical power to support their daily needs.

Proposed Zoning Condition:

Duke Energy hereby offers, consents to, and agrees to abide, if the above-referenced rezoning request is approved, the conditions written below:

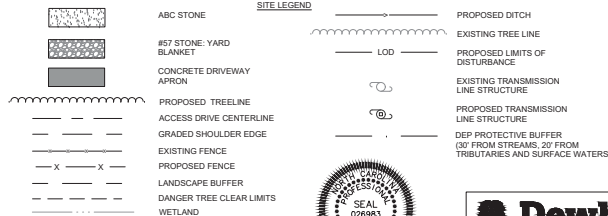
1. If the Property is used and developed as a utility (electrical) substation, non-opaque chain link fencing shall be permitted in lieu of any requirement that a 90% opaque screening device be used (see, Sec. 100.57(22)).



TRANSMISSION LINES AND RELATED INFORMATION SHOWN FOR INFORMATIONAL PURPOSES ONLY

SITE NOTES:

- EXISTING TOPOGRAPHIC SURVEY INFORMATION PROVIDED BY ESP ASSOCIATES INC., DATED OCTOBER 27, 2022. SEE SHEET 2 FOR CURRENT SURVEY INFORMATION.
- ALL COMPONENTS WITHIN THE SUBSTATION FENCE ARE PROVIDED BY OTHERS. THE EQUIPMENT SHOWN FOR SCHEMATIC PURPOSES ONLY.
- TRANSMISSION STRUCTURES, TRANSMISSION GUYS AND ANCHORS, DISTRIBUTION STRUCTURES AND DISTRIBUTION GUYS AND ANCHORS ARE PROVIDED BY OTHERS AND SHOWN FOR REFERENCE PURPOSES ONLY.
- CONTRACTOR SHALL OBTAIN COPIES OF ALL PERMITS FROM DEP PRIOR TO CONSTRUCTION. ALL PROVISIONS MUST BE FOLLOWED.
- ALL CONSTRUCTION TO BE COMPLETED IN ACCORDANCE WITH TOWN OF CARTHAGE AND DEP STANDARDS.
- CONTACT NC811 AND VERIFY ALL UNDERGROUND UTILITIES PRIOR TO ANY WORK.
- VERIFY AND LOCATE ANY POTENTIAL UTILITY CONFLICTS AND COORDINATE WITH UTILITY OWNER FOR ANY RELOCATION OF UTILITIES REQUIRED.
- SEE SHEET 18 FOR SUBSTATION PAD PROFILES, SECTIONS, AND DETAILS.
- SEE SHEETS 19, 20, AND 21 FOR ACCESS DRIVE PROFILES, SECTIONS, AND DETAILS.

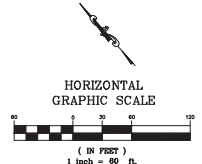


WARNING:

UNDERGROUND TELEPHONE AND OTHER OPEN LINES ARE IN VICINITY OF WORK AREA. CONTRACTOR SHALL USE CAUTION WHILE WORKING AROUND ENERGIZED POWER LINES.

CAUTION:

UNDERGROUND TELEPHONE AND OTHER OPEN LINES ARE IN VICINITY OF SUBSTATION. CONTRACTOR TO VERIFY LOCATION PRIOR TO DIGGING.



REV	FILE NO.	DATE	REVISION	DRAWN	CHECKED	APPROVED
I	E21007301	2/26/2024	100% SITE DESIGN FOR PERMITTING	GAO	DAR	FDR
H	E21007301	2/17/2024	100% SITE DESIGN FOR PERMITTING	GAO	DAR	FDR
G	E21007301	1/30/2024	100% SITE DESIGN FOR PERMITTING	GAO/DPW	DAR	FDR
F	E21007301	1/24/2024	100% SITE DESIGN FOR PERMITTING	GAO/DPW	DAR	FDR
E	E21007301	1/12/2024	100% SITE DESIGN FOR PERMITTING	GAO/DPW	DAR	FDR



FOR REVIEW
NOT RELEASED FOR CONSTRUCTION

Dewberry
Dewberry Engineers Inc.
2610 WYCLIFF ROAD
SUITE 410
RALEIGH, NC 27607
PHONE: 919.881.9939
FAX: 919.881.9923
NCELS # F-05929
www.dewberry.com

DUKE ENERGY
PROGRESS

TITLE	HILL CREST 230kV SUBSTATION
DATE	8/12/26
DESIGNED	81276
CHECKED	
APPROVED	
SHEET	4 OF 30

HILL CREST 230kV SUBSTATION



Town of Carthage

Land Use Plan Consistency Statement

Conditional Zoning for Duke Energy 230Kv Substation Parcel ID #20220740
From RA-40 to RA-40 CZ

WHEREAS, amendments to the Town of Carthage Unified Development Ordinance have been proposed, which amendments are identified as follows:

NOW THEREFORE, the Planning Board of the Town of Carthage resolves as follows:

Section 1. The Planning Board concludes that the above-described amendment(s) are consistent with the Town of Carthage 2040 Land Use Plan, as amended based on the following:

Goal 2: Coordinated, intentional, and well-planned growth and development.

The applicant, Duke Energy Progress, LLC (DEP) is requesting conditional zoning to allow for a chained link fence with barbed wire to be placed around their proposed utility substation located at PARID 20220740. Currently the chain link fence with barbed wire is only permitted in the Industrial zoning district. The location is 4805 US 15-501 and is currently zoned RA-40.

Section 2. Please state the Planning Board’s reasonings/findings for the approval of this consistency statement based on the above selected goals.

Section 2. The Planning Board concludes that the above-described amendment(s) are reasonable and in the public interest as they do fulfill a direct objective of the Land Use Plan.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 18th day of March 2024.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalfinch, Mayor

Kimberly Gibson, Town Clerk

Attest:



Town of Carthage

Ordinance No. ORD.24.04

Amending the Town of Carthage Official Zoning Map and Text for Parcel (PARID) 20220740, address 4805 US 15-501, from R-40 (Residential) to R-40 CZ (Residential Conditional Zoning) as It Pertains to the Unified Development Ordinance in Section 100.42 "Types of Amendments" and Section 100.44 (5) "Amendment Procedure for Text Amendments and Map Amendments - Board of Commissioners"

WHEREAS, the Board of Commissioners of the Town of Carthage adopted Zoning Ordinance is for the purpose of regulating planning and development in the Town of Carthage and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Ordinance may be amended as circumstances of the community and property change; and

WHEREAS, the Town of Carthage represented by Planning Staff requested to update the zoning ordinance map and text for Section 100.42 "Types of Amendments" and Section 100.44 (5) "Amendment Procedure for Text Amendments and Map Amendments- Board of Commissioners"; and

WHEREAS, the zoning ordinance text and map amendment request was duly advertised for an open meeting before the Town of Carthage Planning Board at 6:00pm on Thursday, March 07, 2024, and after consideration the Planning Board with a motion of 5-0 recommended approval of the zoning ordinance map and text amendment; and

WHEREAS, a public hearing was held at a regular meeting of the Town of Carthage Board of Commissioners on Monday, March 18, 2024, at 6:30 pm in the McDonald Building, 207 McReynolds Street, after due notice in The Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Town of Carthage, and its extraterritorial jurisdiction.

WHEREAS, the Board of Commissioners have reviewed this zoning map and text amendment with consistency with the 2040 Town of Carthage Land Use Plan; and

WHEREAS, the Board of Commissioners, after considering all of the facts and circumstances surrounding the zoning ordinance map and text amendment, have determined that it is in the best interest of the Town of Carthage that the Zoning Ordinance map and text be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF CARTHAGE BOARD OF COMMISSIONERS THAT:

The Zoning Map of the Town of Carthage is hereby amended by rezoning Parcel 20220740, address 4805 US 15-501, which is approximately 25.87 acres, from R-40 (Residential) to R-40 CZ (Residential Conditional Zoning) to:

1. Allow chained link fence with barbed wire to surround the utility substation.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 18th day of March 2024.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk



MEMORANDUM

Date: March 18, 2024

To: The Board of Commissioners

From: Jennifer Hunt, Town Planner

Subject: R-01-24: Request to Postpone the Rezoning for Clayton Speer's land located on the south portion of PARID 00000913701; Rezone from TBD (Thoroughfare Business District) to I (Industrial); Petitioner: Lauren Rothlisberger

I. SUMMARY OF APPLICATION REQUEST:

The applicant, Lauren Rothlisberger, on behalf of property owner Clayton Speer is requesting a rezoning for the south portion of PARID 00000913701, which is located off NC US 15-501 behind 3812 US 15-501, Carthage Saw & Mower. Currently the north portion of this property is zoned "I-CZ" and the south portion is zoned TBD. The north portion is zoned "I-CZ" to allow for a laydown yard for Duke Energy, a temporary use approved in 2023. The south portion is being requested to be an Industrial zone. The applicant would like to create flexible warehouses for industrial use, which are permitted use in the Industrial zoning district and cohesive with the current uses surrounding this property. However, the southern portion where she is requesting this rezoning is in the "Wetland Inventory" for the US Fish and Wildlife, which we do not allow development on these areas. She is meeting with them to see if this is truly designated wetlands. She is requesting to postpone the rezoning request until next month, after she hears from the agency.

PETITION MOTION (2ND Required Motion)

OPTION 1

I make a motion to approve the request to postpone the request to rezone (R-01-24) until the next Board of Commissioners meeting April 15, 2024.

or

OPTION 2

I make a motion to deny the request to postpone the rezoning request (R-01-24) until the next Board of Commissioners meeting April 15, 2024 for the following reasons....



MEMORANDUM

Date: March 18, 2024
To: Board of Commissioners
From: Emily Yopp, Town Manager
Subject: Agreement with EIRC&D to Restore Nancy Kiser Park Stream

SUMMARY OF REQUEST

In previous meetings, the Town Manager has brought to the attention of the Board the need to restore the perennial stream running along the northern edge of Nancy Kiser Park and flowing under NC 22 near the Rick Rhyne Safety Center through a culvert. The Town requested assistance from Environmental Impact Resource Conservation & Development, Inc. (EIRC&D) in identifying what work needs to be done in order to improve stream flow, remove the impoundment (small stagnant pond) that leads to nuisances such as mosquitos, make the stream more accessible to Public Works staff so that they may manage overgrowth and litter removal in and around the water and improve public health and safety overall.

EIRC&D has worked with staff to preliminarily inspect the stream for potential improvements and have found that they are able to assist us in this effort. **They are asking for the Board’s consideration in providing \$70,000 in funding to plan and conduct all work necessary to execute this project.**

The Town staff will need to receive permission from adjoining property owners for permission to enter onto any properties to inspect and/or access the stream as needed. Letters have already gone out to these owners and staff will attempt to make contact with them if the letters are not responded to.

Also, the paved asphalt trail running along the stream will need to be removed and replaced with grass until such a time as the Town is willing to install a new trail there. The current asphalt is past its useful life and is cracking and crumbling, creating safety hazards to park users. The stream is also causing some erosion near the trail and the land will need to be graded in such a way as to prevent future erosion and remove the steep sides leading into the stream to prevent injuries.

Suggested Motions on Next Page

SUGGESTED MOTION(S)

OPTION 1

I motion to approve this project agreement between the Town of Carthage and EIRC&D as presented for the purpose of restoring and stabilizing the stream at Nancy Kiser Park in the interest of supporting sound environmental practices to manage stormwater, improve flood resiliency and to promote the overall health, welfare and safety of the public and our community.

OPTION 2

I motion to approve this project agreement between the Town of Carthage and EIRC&D for the purpose of restoring and stabilizing the stream at Nancy Kiser Park as presented with the following changes:

OPTION 3

I motion to disapprove this project agreement between the Town of Carthage and EIRC&D for the purpose of restoring and stabilizing the stream at Nancy Kiser Park for the following reason(s):

**Project Agreement
between
Environmental Impact Resource Conservation & Development, Inc.
Town of Carthage**

This agreement is made and entered into on this ____ day of March 2024 by and between Environmental Impact, Resource Conservation & Development, Inc., located at 2631 Reynolda Road, Suite C, Winston Salem, North Carolina 27106, and Town of Carthage, located at 4396 Hwy. 15-501, Carthage, NC 28327. The agreement shall be effective from the 20th day of March 2024 and shall terminate upon completion of the project.

Recitals

Whereas the Town of Carthage is interested in providing flood resiliency, stream restoration/stabilization, stormwater management and dam removal associated with town owned/operated property in Town of Carthage, North Carolina.

Whereas Environmental Impact, Resource Conservation & Development, Inc. (EIRC&D) and Town of Carthage encourage sound environmental projects that are adequately funded. Through this agreement, Town of Carthage is seeking assistance from EIRC&D for administrative and technical services provided in engineering and project development to improve flood resiliency and/or improve stormwater management for this project.

NOW, THEREFORE, in consideration of the foregoing Recitals, the mutual covenants and agreements set forth herein and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged by the parties, the parties agree as follows:

Section I. Responsibility of Parties:

Environmental Impact, Resource Conservation & Development, Inc. will:

- EIRC&D will, on behalf of the Town of Carthage, provide funding in the amount of \$70,000.00 to the Town of Carthage for design, planning and construction of project(s) within the town's boundary. Town of Carthage is seeking assistance for work to be accomplished at a site selected by the town and site visits made to improve the quality of life within the city and surrounding areas.
- EIRC&D will secure contractors/engineering firms for work to be performed per site approval.
- Contract with qualified engineers for design, construction, administration for work performed under the contract with Town of Carthage.

- EIRC&D will work with Town of Carthage in obtaining all State and Federal permits for construction.
- Make payment to the contractor, designers/engineers, and others for work performed per this agreement or as otherwise provided between the town and EIRC&D.
- Manage the contracting and the administration of the site-specific project(s) with engineer/technical service provider, contractors, inspection of work, site visits, engineering layout, plantings, seeding, and grading of project work for completion.
- Ensure that all state, local, and federal permits for work to be performed have been obtained.
- Provide the project oversight to ensure that the work has been performed according to design.

Town of Carthage will:

- Town of Carthage will provide additional project administration, project management, project coordination, site visits, project reporting, and close-out services.
- Funding provided shall not exceed funds available from EIRC&D. If other additional services are needed beyond the funds provided the Town will need to provide those additional funds.
- Provide EIRC&D with any information about the project(s) or other information that Town of Carthage may have on file or gathered through local departments or other engineering services.
- Town of Carthage shall obtain and provide EIRC&D ingress and egress from property owners in writing through agreements, letters of permission, permits/easements if needed from all properties within the Project area to provide access for surveys, designs, planning, construction, maintenance, and otherwise needed for the administration and construction of the project.
- Accept Exhibit A, *Other Terms and Conditions*
- Town of Carthage will accompany EIRC&D on the final walk-through before project completion and acceptance of work accomplished based on plans & design.

Section II. Governing Law

This Project Agreement shall be governed by and construed according to the Laws of the State of North Carolina.

Section III. Waiver

The failure of any Party to this Project Agreement to insist upon the performance of any of the terms and conditions of this Project Agreement, or the waiver of any breach of any of the terms and conditions of this Project Agreement, shall not be construed as thereafter waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.

Section IV. Effect of Partial Invalidity

The invalidity of any portion of this Project Agreement will not and shall not be deemed to affect the validity of any other provision. If any provision of this Project Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by all parties after the deletion of the invalid provision.

Section V. Entire Agreement

This Project Agreement and any Exhibits to this Project Agreement contain the entire agreement between the parties confirms no other promises or inducements have been made to it by EIRC&D or the Town of Carthage unless contained in writing, attached to this Project Agreement, or incorporated in this Project Agreement by reference.

Section VI. Modification of Agreement

Any modification of this Project Agreement or additional obligation assumed by any Party connected with this Project Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

Section VII. Binding Effect

This Project Agreement shall bind and inure to the benefit of the parties' respective successors and assigns.

Section VIII. Assignments

This Project Agreement may not be assigned without the written consent of all parties, but if assigned by agreement, then this Project Agreement shall be binding on the assignee and the Assignees successors and assigns.

Section IX. Indemnification

To the fullest extent permitted by law, each party shall defend, indemnify and hold harmless the other party, its affiliates, agents, partners, and employees from and against claims, damages, losses, and expenses arising out of or resulting from performance or failure to perform obligations under this Project Agreement, provided that:

(a) such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property (other than the services itself) including loss of use resulting from the destruction of tangible property; and

(b) indemnification shall apply only to the extent caused by the negligent acts or omissions of the liable party or sub-consultants to the liable party, or anyone directly employed by them or anyone for whose acts they may be liable.

Such obligation shall not be construed to negate, abridged, or reduce other rights or obligations of indemnity which would otherwise exist as to an Indemnified Party or person described in this paragraph. Such indemnification shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the liable party or a subcontractor under worker's compensation acts, disability benefit acts, or other employee benefit acts.

Signature Page:

IN WITNESS WHEREOF, the parties have caused this Project Agreement to be executed under seal by their duly authorized representatives as of the date stated above.

By:

Emily Yopp,
Town of Carthage, Manager

Date: _____

By:

Matt Wimberly, Chair
Environmental Impact, Resource Conservation & Development, Inc.

Date: _____

Exhibit A

OTHER TERMS AND CONDITIONS

1. If for any reason any of the Grant Funds under the Grant Agreement are not available for use on this project prior to the Expiration Date, EIRC&D may declare the Project and this Project Agreement terminated, and EIRC&D shall have no further obligations or responsibilities. In case of such termination, EIRC&D shall be entitled to receive payment for work executed and costs incurred by reason of such termination.

2. Town of Carthage acknowledges that EIRC&D is not a professional engineer, designer, or construction contractor. In the interest of facilitating this project and assisting Town of Carthage in qualifying for designated funds, EIRC&D will need to enter subcontracts with such designers and contractors. Town of Carthage agrees that performance on this project by such designers and contractors is intended to benefit watershed(s) downstream of the projects. If Town of Carthage makes a claim concerning the design or construction of the project, each shall assert and resolve its claim directly against such designers and contractors and shall not involve EIRC&D. Town of Carthage acknowledges that all Project safety shall be the sole responsibility of the construction contractor and not EIRC&D.

3. EIRC&D has extensive experience funding, managing, and implementing projects comparable to the scope of work in the work described above. EIRC&D will choose an Engineer and Construction firm from its pre-approved service provider pool.

4. Town of Carthage agrees, to the fullest extent permitted by law, to release, defend, protect, indemnify and hold harmless EIRC&D, the State, employees, and agents against claims, losses, liabilities, damages, and costs, including reasonable attorney fees, which result from or arise out of:

(a) damages or injuries to persons or property caused by the negligent acts or omissions of Town of Carthage, EIRC&D's designers, contractors, their employees, or agents in connection with the design, construction, use, or management of the Project and Property; or

(b) use or presence of any hazardous substance, waste, or other regulated material in, under, or on the property.

This indemnity shall survive the disbursement of the grant funds, as well as any termination of the Grant Agreement or Project Agreement.



MEMORANDUM

Date: March 18, 2024
To: Board of Commissioners
From: Emily Yopp, Town Manager
Subject: Designation TAC Members for the Rural Transportation Planning Organization (RPO)

SUMMARY OF REQUEST

The Central Pines RPO is requesting that the Town of Carthage designate one of its elected officials to serve on the Rural Transportation Advisory Committee (RTAC) as part of our membership in the RPO. Similar to an MPO, which our neighbors to the south recently formed, the RPO works to plan transportation projects in the non-MPO areas of the state. Town Planner Jennifer Hunt already serves on the Rural Transportation Coordinating Committee (RTCC) and advocates for transportation planning and projects in Carthage from the staff level. There are two documents included with this request to give you more detail on the purpose of the Central Pines RPO and the designation of a TAC member (and alternate TAC member if desired).

Transportation improvement projects that have been identified as needed in our community are:

- A bypass or truck route around downtown Carthage to alleviate significant traffic through the community and increase pedestrian safety.
- Crosswalks and crossing lights in the downtown and other areas of town.
- A stop light at the entrance to the Savannah Garden/Southbury/Carriage Place communities across from Casa Garcia.
- Sidewalks and other pedestrian improvements to promote walkability and reduced reliance on vehicles.

Included in this memo are two documents providing more detailed information on the purpose and structure of the Central Pines RPO as well as requirements for the designated TAC member and alternate, if designated.

SUGGESTED MOTION(S)

I motion to designate _____ to serve as the TAC member for the Town of Carthage as part of the Central Pines RPO.

(OPTIONAL)

I motion to designate _____ to serve as the alternate TAC member for the Town of Carthage as part of the Central Pines RPO.

TAC Boards and the State Ethics Commission

Local officials serving on a transportation planning organization's executive/advisory committee are referred to as **TAC Members**. The transportation legislation which created the 37 North Carolina Metropolitan or Rural Planning Organizations (MPOs or RPOs) can be found at N.C.G.S. § 136-200.2(g) (MPO) and N.C.G.S. § 136-211(f) (RPO).

TAC members and alternates of all MPOs and RPOs are required to file **initial** and **annual** financial and real estate disclosures called the **Statement of Economic Interest (SEI) form** and **Real Estate Disclosure (RED) form**. These two forms are filed with the Ethics Commission at the time of initial appointment. Thereafter both forms are filed during the annual filing season which runs concurrent to tax season--**Jan to April 15th**. Be advised that failure to file these forms may result in fines of up to \$500 annually.

Because TAC members are not covered persons under the Ethics Act, they are not required to receive the education portion of the State Ethics Act requirements. Some local officials receive ethics courses through the UNC School of Government, which is separate and distinct from the Ethics Education of the State Ethics Commission.

Additional information can be found on our website: [Home Page | Ethics Commission \(nc.gov\)](#)

FILING OF FINANCIAL AND REAL ESTATE DISCLOSURES

Electronic Filing

The quickest, most secure way to file your required SEI and RED is in our [electronic filing system](#).

Creating a New Online Account Find the portal to create an online account here: <https://ethicssei.nc.gov/Efile/>
Your filing account will be personal to you, so use an email address that is convenient and monitored.

The password rules for creating your filing account are: 8 character minimum, and at least one of:

- Special character such as:)(*%&#@+
- A digit (0-9)
- An uppercase letter

Keep a record of your email and password for future filings. We can reset your password and tell you which email you used if you forget. *Do not make a new account if you have forgotten your previous account information!*

For creating new accounts, the system uses **email verification**—it will send a link to the email address you used to make an account. By clicking on the verification link, you activate a live account and can begin filing. The verification email from SEI@ethics.nc.gov should arrive quickly: if you do not receive the verification link, check your Junk and Spam folders. If you do not receive the verification email, contact the State Ethics Commission using the contact info below – we can manually verify your email. NOTE: the generated verification email is a bot and many government spam filters block it. Ask your IT System Administrator to accept all email originating from @ethics.nc.gov.

Completing the Electronic Forms The online filing is a smart form. If you are interrupted, the system will remember where you leave off—you can pick right up the next time you log in. The initial 8 questions are system questions to interpret whether you will file a **Long form** or a **No Change form**. New members are required to file a Long Form SEI.

Common obstacles:

CANDIDACY QUESTION: (if activated) answer **NO** (otherwise click through by hitting NEXT in bottom right corner). NOTE: the candidacy question does not pertain to local officials or local elections.

REASON FOR FILING: found under the option "serving on a BOARD OR COMMISSION" -> click **+** -> then in drop down board list, choose your TAC board's name from the list. NOTE: You must choose a TAC board in order to generate your Real Estate Disclosure form.

If you serve on more than one covered board (e.g., as a community college trustee), you can and should have multiple answers under Reason for Filing.

28 November 2023

!! IMPORTANT !!

You are filing disclosures with the State Ethics Commission because you sit on a TAC board, **not** because you are an elected local official. **Do not select** “Local Government Commission”, “Board of Transportation” or any other non-TAC boards under Reason for Filing **or you will be required to re-file.**

When you correctly select your MPO or RPO TAC as your Reason for Filing, the electronic system will generate a **Real Estate Disclosure form** for you to complete your filings. The RED is required filing. **If you do not know your TAC’s official name, call your TPO Planner or call us.**

FILER INFORMATION: You can import your information (box at top of page), then fill in the rest of the information. Each box marked with (*) are required fields.

DISCLOSURE SECTIONS: Please read the questions carefully and answer each question correctly, fully and responsibly. You will be asked to list real estate ownership, associations, private companies, etc.

SOURCE OF INCOME QUESTION: the last tab under Financial Interests. Do not click “NO” unless no one in your household made reportable income the previous year. If overlooked on the filing, it will cause you to be asked to refile. Be sure to disclose responsibly.

CONFIRMATION: To finish filing, you must have completed the entire form and electronically signed it by checking the **two** affirmation boxes, which is signing both forms. You can be assured that you have successfully filed if 3 things happen: 1. A pop-up with a Confirmation number will appear 2. Your In-Progress SEI will now show as a Completed SEI on Home screen 3. An email with a copy of your filed SEI will be sent to you. **CONFIRMATION WILL BE VERY CLEAR.**

ADDITIONAL INFORMATION FOR TAC FILERS

Paper filings

SEI and RED forms may be downloaded and completed manually. Annual forms are available in the second week of the new year. [MPO/RPO TAC Filers | Ethics Commission \(nc.gov\)](#) is the MPO/RPO page. Paper forms must be mailed (or hand delivered), and postmarked by the deadline. Use the P.O. Box address on the form.

Evaluations

The State Ethics Commission has the responsibility of reviewing and evaluating all financial and real estate disclosures for potential conflicts of interest. We provide an evaluation letter to you at the time of your initial filing and annually thereafter. The evaluation letter is intended to help you begin thinking in terms of potential conflicts of interest, as well as advise you on how to handle any potential conflict that may arise in the course of your public duties. Commonly noted potentialities include real estate ownership or employment and construction-associated business.

Assistance

The State Ethics Commission staff is here to help you fulfill your statutory obligations. If you have any questions regarding the SEI or RED, general questions on how to complete the form, or timing of filings, we will be happy to help. Contact the staff member at the bottom of this document if you need help. If you have questions regarding your ethical standards, contact Crista Cuccaro at the UNC School of Government.

Finally, the Ethics Commission thanks you for your service to your local North Carolina communities.

Susanne L. Sing | Compliance Analyst

STATE ETHICS COMMISSION

P.O. Box 27685

RALEIGH, NC 27611

919.814.3607 o | SUSANNE.SING@ETHICS.NC.GOV

<https://ethics.nc.gov>



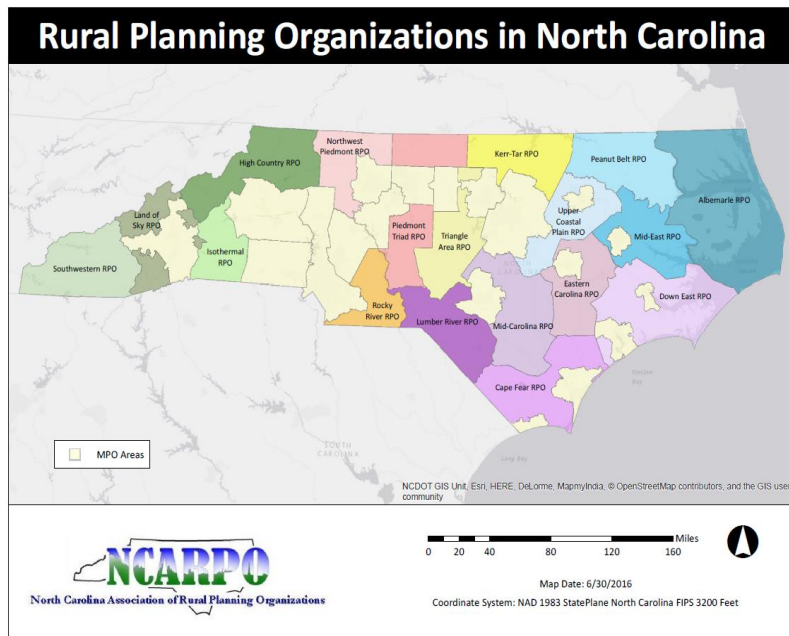
28 November 2023



New Committee Member Orientation

Introduction

Rural Transportation Planning Organizations (RPOs) were developed in response to North Carolina Session Law 2000-123, which created North Carolina General Statutes [Chapter 136 Article 17](#) (Sections 136-210 through 136-214). Twenty RPOs were chartered across North Carolina between 2001 and 2003, including the Triangle Area RPO in September 2002. In 2023, Triangle Area RPO changed its name to Central Pines RPO. Today, there are 18 RPOs in North Carolina. These RPOs cover all areas of North Carolina that are *outside of* a Metropolitan Planning Organization (MPO). The boundaries are typically reviewed approximately every 10 years to account for urban growth in the MPO areas.



Map is not current. A new map will be available later this year (2024).

As defined in N.C.G.S. 136-210, an RPO is “...a voluntary organization of local elected officials or their designees and representatives of local transportation systems formed by a memorandum of understanding with the Department of Transportation to work cooperatively with the

Department to plan rural transportation systems and to advise the Department on rural transportation policy.”

N.C.G.S. 136-212 identifies the following four primary duties for RPOs:

- Developing, in cooperation with the Department (NCDOT), long-range, local and regional multimodal transportation plans;
- Providing a forum for public participation in the transportation planning process;
- Developing and prioritizing suggestions for transportation projects the organization believes should be included in the Statewide Transportation Improvement Program (STIP); and
- Providing transportation-related information to local governments and other interested organizations and persons.

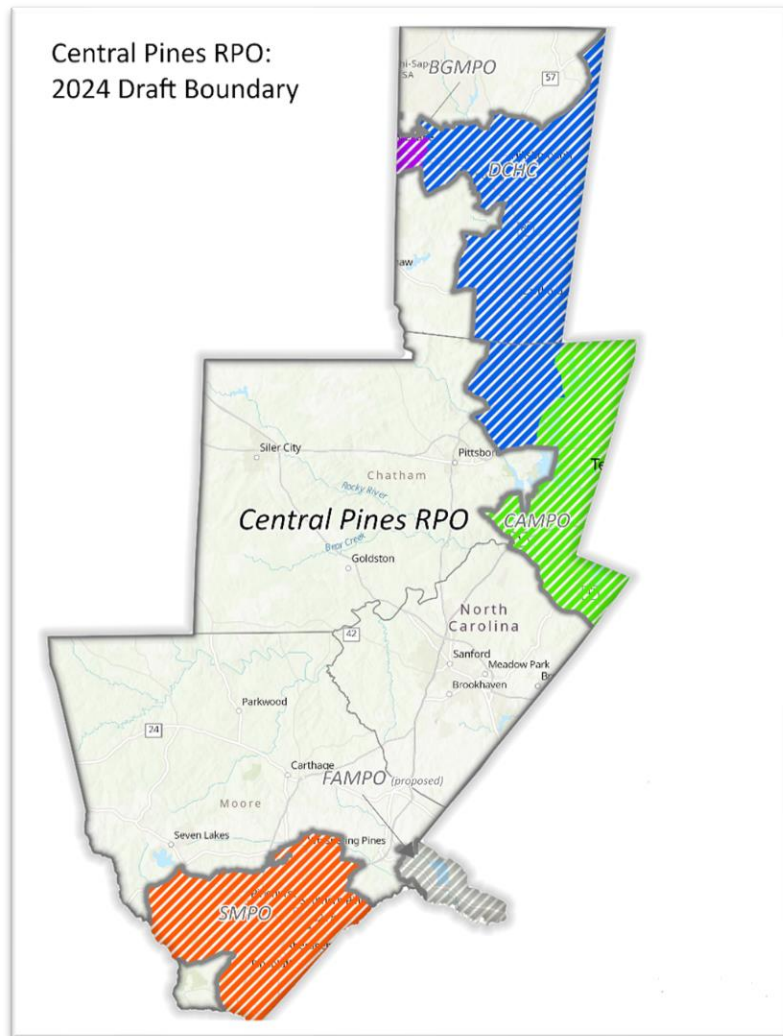
The Central Pines Rural Planning Organization (CPRPO) serves Lee County, as well as the non-MPO portions of Chatham, Moore, and Orange Counties—for Chatham County, this includes most of the county, except for the area mostly east of Jordan Lake (which is part of the Capital Area Metropolitan Planning Organization), and a small piece in the northeastern corner (which is part of Durham, Chapel Hill, Carrboro MPO). In Moore County, Central Pines RPO represents the northern half of the county, outside the Sandhills MPO area, and for Orange County, this includes the northern and southwestern parts of the county (the remainder is part of either the Durham–Chapel Hill–Carrboro MPO or the Burlington–Graham MPO). Membership in CPRPO is open to these four counties, as well as the municipalities within the RPO portions of these counties. Current member governments in CPRPO are:

Chatham County
Pittsboro
Siler City
Lee County
Broadway
Sanford

Orange County
Moore County
Cameron
Carthage
Robbins
Vass

Municipalities that are within the CPRPO area but not members (Goldston) may still receive CPRPO services, but are not eligible to serve on CPRPO committees.

A draft map of the CPRPO service area.



CPRPO Organizational Structure

N.C.G.S. 136-211(b) requires that an RPO “...shall include representatives from contiguous areas in three to fifteen counties, or a total population of the entire area represented of at least 50,000 persons according to the latest population estimate of the Office of State Budget and Management. Noncontiguous counties adjacent to the same Metropolitan Planning Organization may form a Rural Transportation Planning Organization. Areas already included in a Metropolitan Planning Organization shall not be included in the area represented by a Rural Transportation Planning Organization.”

N.C.G.S. 136-211(c) requires that the membership of the RPO “...shall consist of local elected officials or their designees and representatives of local transportation systems in the area as agreed to by all parties in a memorandum of understanding.”

CPRPO has a Memorandum of Understanding that establishes the basic membership and structure of the RPO. The MOU is signed by all the member counties, as well as by NCDOT. Municipalities are not signatories to the MOU, but instead join by resolution or letter agreeing to the MOU. CPRPO’s MOU was last updated in 2023.

At its core, the RPO consists of the following three entities:

- A **Lead Planning Agency (LPA)** that serves as the administrative entity for the RPO (in CPRPO’s case this is the Central Pines Regional Council)
- A **Rural Technical Coordinating Committee (RTCC)** made up of local government and transportation agency staff that serves as a technical advisor to the RTAC
- A **Rural Transportation Advisory Committee (RTAC)** made up of local elected officials and a representative of the state Board of Transportation that serves as the decision-making body of the RPO

The **Lead Planning Agency (LPA)** for CPRPO is the Central Pines Regional Council. CPRC develops draft documents, prepares meeting materials, schedules meetings, administers transportation planning funds, and carries out the directives of the RTCC and RTAC. This is the staff for the RPO. Currently, Karyl Fuller is the primary staff person assigned to work on CPRPO, with support from other CPRC staff when needed. Approximately 90-95% of Karyl's work hours are typically devoted to CPRPO, with the remainder on other CPRC projects.

CPRPO is governed by a Lead Planning Agency Funding Agreement, which was last updated in 2023.

The **Rural Technical Coordinating Committee (RTCC)** consists of staff members from local governments, transportation agencies, and NCDOT. This committee provides guidance and recommendations to the Rural Transportation Advisory Committee (RTAC). The CPRPO MOU defines the basic structure of the RTCC, which is further fleshed out in the [RTCC Bylaws](#).

At present, each CPRPO member county and municipality is allowed one voting member on the RTCC—this is typically (but not always) the local planning director or another staff member from the planning department. In addition, NCDOT has four voting members on the RTCC (from Division 7, Division 8, the Transportation Planning Division, and the Integrated Mobility Division) and CPRC has one voting member on the RTCC (the primary RPO staff member). Alternate members are allowed, but must be identified as such on the roster. [Current RTCC roster link](#)

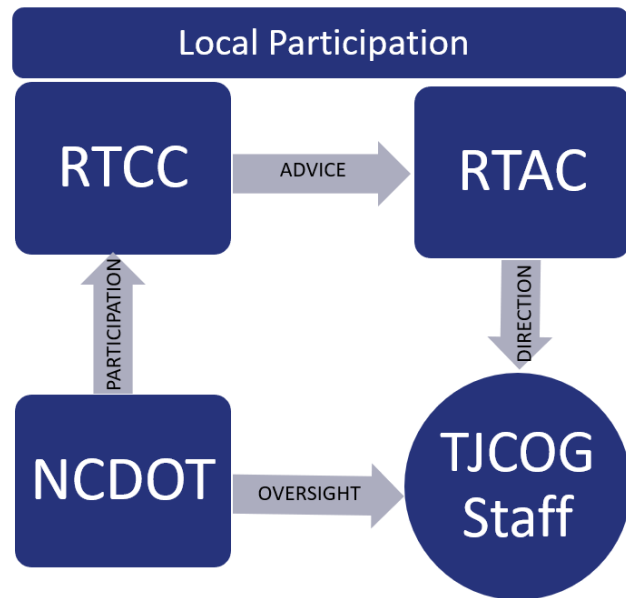
The RTCC is led by a chair and vice chair elected by the members. The chair and vice chair serve one-year terms with elections typically in June. Karyl Fuller serves as the secretary to the committee and handles agenda preparation and meeting logistics.

The **Rural Transportation Advisory Committee (RTAC)** consists of local elected officials and a member of the N.C. Board of

Transportation. The committee serves as the primary decision-making body of the RPO and is responsible for approving the annual RPO Planning Work Program (PWP), approving project submittals and point assignments in the Strategic Transportation Investments (STI) Prioritization process, and endorsing Comprehensive Transportation Plans, among other things. The CPRPO MOU defines the basic structure of the RTAC, which is further fleshed out in the [RTAC Bylaws](#).

At present, each CPRPO member county is allowed one voting member on the RTAC (selected from among the county commissioners). Municipalities are grouped by county and allowed one municipal voting member per county (selected by agreement among the mayors in the county). The Division 8 Board of Transportation member is also a member of the RTAC. Local government RTAC members must be elected officials. Alternate members are allowed, but must meet the same eligibility requirements and must be identified as such on the roster. **All RTAC members must also file annual Statements of Economic Interest and Real Estate Disclosures with the State Ethics Commission.** [Current RTAC roster link](#)

The RTAC is led by a chair and vice chair elected by the members. The chair and vice chair serve one-year terms with elections typically in June. Karyl Fuller serves as the secretary to the committee and handles agenda preparation and meeting logistics.



Ethics Requirements for RTAC Members

N.C.G.S. 136-211(f) and (g) impose a number of ethics requirements on RTAC members and alternates, with the exception of the Board of Transportation RTAC members (who must meet different requirements). These include:

- A prohibition on participating in actions where the RTAC member has a conflict of interest.
- A requirement to disclose any conflicts of interest or potential conflicts of interest in writing, to be attached to the relevant meeting minutes.
- Filing a Statement of Economic Interest and Real Estate Disclosure annually with the [State Ethics Commission](#). This must be done initially before a member can serve, and then annually by April 15 each year thereafter.
- A prohibition on using or disclosing confidential or nonpublic information in a way that affects financial interests.

These requirements do not apply to RTCC members; they only apply to RTAC members and alternates.

Responsibilities as an RTCC or RTAC Member

1. **Be Active!** Participate in as many meetings as you can. If you cannot attend, try to send your alternate (if you have one). CPRPO only meets 6 times a year, so missing even just a few meetings makes a big difference.
2. **Be Informed!** Try to read through the meeting materials ahead of time and be prepared for meetings. Agendas are typically posted/sent out about one week in advance of meetings.
3. **Be Inquisitive!** Don't be afraid to ask questions of staff, NCDOT, or other jurisdictions. If you have helpful information for others, please share it.
4. **Be Yourself!** You represent a unique local viewpoint from your community. You know the area well, and have a feeling for what types of policies and strategies may work best.

A Typical RTCC or RTAC Meeting

CPRPO usually conducts its RTCC and RTAC meetings back-to-back, with a joint section on the agenda shared by both committees for presentations. The RTCC meeting usually begins at 10:30 AM and the RTAC meeting usually begins at 12:00 PM. The joint portion of the meeting occurs at 12:00, when the RTAC arrives. Most RTCC members (staff) choose to stay for the entirety of the RTAC meeting as well, but this is not a requirement. When we meet in person, lunch is provided.

CPRPO meetings always occur on the second Thursday of even-numbered months. The February, June, and October meetings are typically held in Pittsboro; the April, August, and December meetings are typically held in Sanford. *Since COVID, we have provided a virtual option as well.*

Meeting agendas are posted on the main page of the CPRPO website (www.centralpinesrpo.org) approximately one week in advance of meetings. Archived past agendas, minutes, presentations, and handouts can be found on the website.

Typical Meeting Format:

- RTCC starts at 10:30
 - Public Comment
 - Decision Items
 - Informational/Discussion Items
 - Recess until 12:00 (if needed)
- Joint RTCC/RTAC starts at 12:00
 - Public Comment
 - Presentations/Reports from NCDOT and CPRPO staff
 - Adjourn RTCC and Report to RTAC
- RTAC continues
 - Decision Items
 - Informational/Discussion Items
 - Adjourn (typically around 1:30-ish)

CPRPO Funding

CPRPO receives the majority of its funding through federal Statewide Planning & Research (SPR) funds provided by the North Carolina Department of Transportation. These SPR funds require a match, currently 10%, which is paid for through CPRPO dues. CPRPO charges each of the four member counties an equal \$9,000 share of dues each year (for a total of \$36,000 in local dues). The municipalities are not charged dues.

Each spring, the RTAC adopts a Planning Work Program (PWP) that essentially acts as the budgeting guide for CPRPO staff and outlines the anticipated tasks for the upcoming fiscal year. This PWP document governs the use of the SPR funds as well as the 20% local match funds.

Each year the RTAC also adopts a document called the PWP Supplement that governs the use of any local dues funding that is over-and-above the required match of the federal funds for that year. The federal funds shown in the PWP each year are use-it-or-lose-it reimbursement funds so cannot carry a balance from year to year; however, we are able to carry a balance of any unspent local dues funding each year to apply toward the next year.

The PWP can be amended during the year. Staff typically recommends an amendment after the mid-year point to shift funding between categories as needed to reflect actual work being done.

In addition to our regular SPR funds for CPRPO activities, we are also eligible to apply to NCDOT each year for additional SPR funds to use on hiring a consultant to complete planning studies. There is a sliding scale for the required match on these projects, but it is typically 10% for CPRPO. Our practice has been to request that any local jurisdiction interested in pursuing this funding for a study in their area provide the required match funds. Applications for this funding are typically due around December or January for funding in the next fiscal year. CPRPO is responsible for administering these funds and conducting the consultant selection process, but the sponsoring local jurisdiction is also expected to participate in the study and provide the local match funding.



CPRPO staff develops quarterly invoices of expenses to submit to NCDOT for reimbursement. The information from the quarterly invoices is typically shared with the RTCC and RTAC through a memo that is included in the regular agenda packet materials. CPRC sends out the local dues invoices to each county once a year, typically in the summer.

TASK CODE	WORK CATEGORY	RPO PROGRAM FUNDS		
		LOCAL	STATE	TOTAL
1.01	ADMINISTRATIVE	1,200,000	1,200,000	2,400,000
1.02	PLANNING	1,200,000	1,200,000	2,400,000
1.03	CONSTRUCTION	1,200,000	1,200,000	2,400,000
1.04	OPERATION AND MAINTENANCE	1,200,000	1,200,000	2,400,000
1.05	RESEARCH AND DEVELOPMENT	1,200,000	1,200,000	2,400,000
1.06	TRAVEL	1,200,000	1,200,000	2,400,000
1.07	UTILITIES	1,200,000	1,200,000	2,400,000
1.08	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.09	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.10	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.11	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.12	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.13	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.14	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.15	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.16	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.17	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.18	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.19	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000
1.20	MAINTENANCE OF EQUIPMENT	1,200,000	1,200,000	2,400,000

Comprehensive Transportation Plans (CTPs)

Comprehensive Transportation Plans (CTPs) are long-range plans that look at multimodal transportation needs in a community over the next 20 to 30 years. CTPs are usually developed at the county level, although occasionally a separate municipal CTP is developed. A CTP makes recommendations for highway projects, bicycle/pedestrian projects, transit projects, and rail projects based on an analysis of existing and anticipated future needs. Identifying a project in a CTP is typically the first step in getting a project into the pipeline for project funding and construction, which is a long process taking many years.

In RPO areas, CTPs are mutually developed and adopted by NCDOT and the individual local governments in the CTP area. However, CPRPO still plays several important roles in the CTP process:

- Any requests for new CTPs or CTP amendments must be made through CPRPO. Any local jurisdiction interested in either a CTP amendment (a minor or specific change) or a CTP update (a complete re-do of the plan) should send their request to CPRPO for consideration. CPRPO will then approve or reject the request and forward the request to NCDOT as appropriate. Please note that once requested it can still take a substantial time before NCDOT has staff resources available to begin work on a CTP.
- CPRPO staff is heavily involved in the technical analysis work of developing the CTP, along with NCDOT and local staff. Typical CTP tasks often performed by CPRPO staff include:
 - Developing the Community Understanding Report
 - Participating in the steering committee
 - Developing land use/socioeconomic data projections for the forecasting of future traffic; working with NCDOT on the development of a future traffic model
 - Analyzing the needs for the non-highway modes
 - Reviewing and making suggestions on highway recommendations

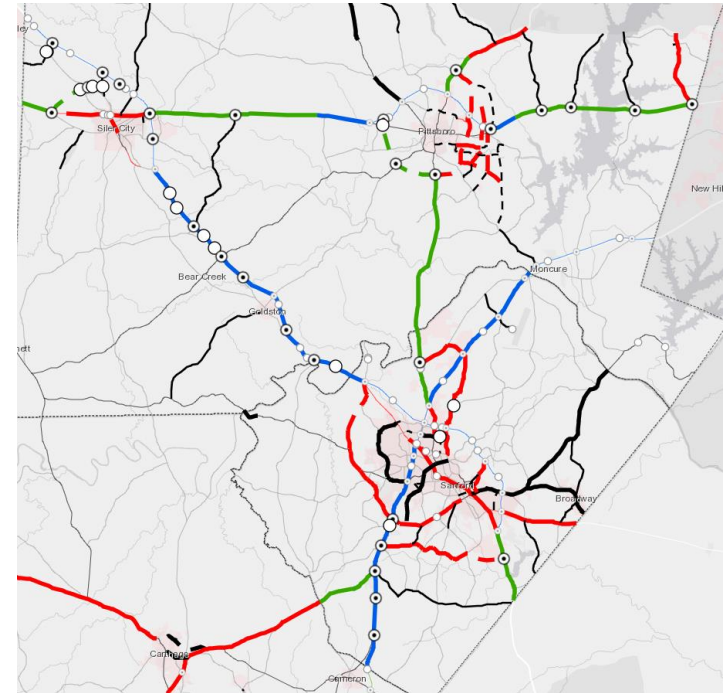
- Assisting with public outreach efforts, such as surveys and public meetings
- Once completed, the CTP must be **endorsed** by CPRPO before it can be adopted by the State Board of Transportation. This step typically happens after the CTP has been adopted at the local level. CPRPO staff typically helps with conducting the local adoption process.

In the CPRPO area we currently have five existing CTPs:

- Lee County, adopted in 2007-08
- Pittsboro, adopted in 2011 (highway mode only)
- Orange County, adopted in 2013
- Chatham County, adopted in 2016 (excluding Pittsboro)
- Moore County, adopted in 2018-19

Work is currently underway on a complete update of the Lee County CTP and beginning on a complete update to the Chatham County CTP>

More information on CTPs in our region can be found [here](#). Mapping of CTP recommendations in our region can be found [here](#).*Still working to add back to website.



Project Prioritization (for Funding)

CPRPO plays a critical role in the process of getting projects funded in NCDOT's [Statewide Transportation Improvement Program \(STIP\)](#). The STIP is the official document that shows what projects NCDOT plans to construct over the next 10 years. The STIP is updated approximately every 2 years using a process known as Strategic Transportation Investments (STI) Prioritization – *STI, not to be*

In a typical cycle, CPRPO will begin the process by establishing a Prioritization Subcommittee whose job is to help identify candidate projects and develop a recommended list of projects for submittal into the Prioritization process. CPRPO is limited in the number of projects it can submit (typically a certain number per mode—for example 10 highway projects, 10 bike/ped projects, etc.), so the subcommittee recommends a procedure for reducing the recommended list if needed. Once a preliminary project list is developed, it is released for public

comment and then the RTCC and RTAC vote on a final list of projects to submit.

After submitting projects, NCDOT will develop quantitative scores for each project based on a set of standard criteria. This process typically takes many months, as NCDOT has thousands of projects to score. Once NCDOT releases the project quantitative scores, that signals the beginning of the window for MPOs, RPOs, and NCDOT Division offices around the state to begin assigning local input points to projects. Each RPO is required to use an established/documented method for determining its draft assignment of points to projects, but then RTACs are left with the option to deviate from those methodologies if they choose to do so and can document the reason.

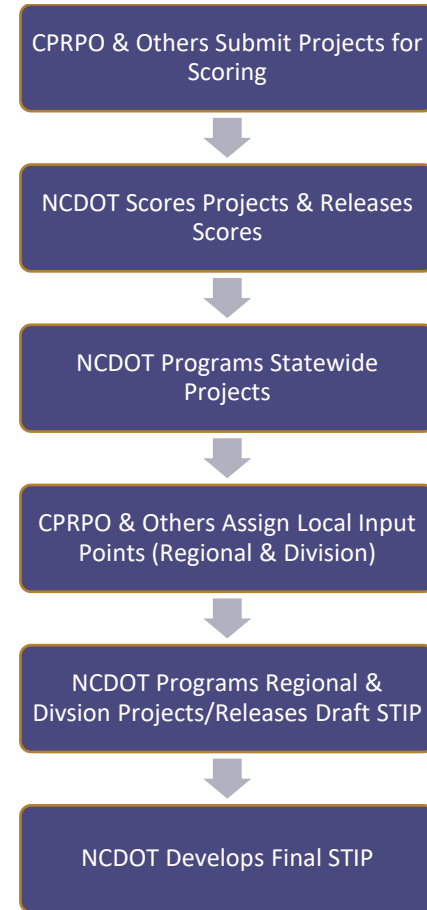
The final selection of projects for inclusion in the STIP is based on a combination of the quantitative project scores and the local input points assigned to projects. Projects are funded from one of three different funding pots (Statewide Mobility, Regional Impact, and Division Needs), each with different scoring criteria and weights. Projects that are funded within the first half of the STIP document (years 1-5) are generally considered “committed” projects, while those that fall within the second half (years 6-10) are considered non-committed or developmental and must typically re compete for funding again in the next prioritization cycle.

STI Prioritization is a very complex process, and very difficult to briefly explain. To see all the steps, see CPRPO’s [Prioritization Process](#) page.

**Still working to add back to the website.*

For more detailed information about the scoring process and how Prioritization typically works, visit the NCDOT [Prioritization Resources](#) page.

[Click here](#) to see a listing of current STIP projects in the CPRPO area.



Other Transportation Planning Activities

CPRPO typically participates in transportation plans being conducted in the region, whether administered by CPRPO, NCDOT, a local government or local transportation provider. These include municipal/county bicycle, pedestrian, and greenway plans; county transit plans; corridor studies; parking studies; rail planning studies; and similar. We are available to assist local governments and transportation providers such as transit agencies and airports as needed to address transportation planning and funding issues.

After a project is identified in a plan, then prioritized and funded in the STIP, the project then moves into the “project development” phase where additional environmental studies and design work are completed. NCDOT takes the lead on project development, with CPRPO in a support role—CPRPO’s role in the process is to ensure that the local vision and needs are being considered as design work progresses. Certain large or complex projects will go through a more detailed design process called the “Merger Process.” Merger projects go through a specific series of consensus agreement points and CPRPO has a role as a signatory agency in that consensus process.

Public Participation, Environmental Justice & Title VI

One of CPRPO’s four core duties as defined in state law is to provide a forum for public participation in the transportation planning process. We have a [Public Involvement Plan](#) that outlines the steps we will take to ensure the public has an opportunity to participate, including:

- Meeting notification requirements and public comment/public hearing opportunities at meetings;
- Maintenance of the www.centralpinesrpo.org website with access to meeting materials and important documents;
- Procedures for incorporating public participation into the Comprehensive Transportation Plan and STI Prioritization processes; and
- Identification of potential stakeholders and outreach activities.

Environmental Justice is a principle laid out in a number of presidential executive orders that requires our decisions to not have a disproportionate impact on low-income or minority communities. CPRPO must consider Environmental Justice as part of our normal course of action and decision making.

Title VI of the Civil Rights Act of 1964 (in conjunction with other laws and executive orders) requires all recipients of federal funds, including CPRPO, to ensure that “...no person shall, on the ground of race, color,

national origin, Limited English Proficiency, sex, age, or disability, (and low-income, where applicable), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of our programs and activities....” CPRPO has a [Title VI Plan](#) that outlines the steps we will take as an organization to ensure we meet these standards.

Helpful Resource Links

- [CPRPO website main page](#)
- [Current project funding \(STIP\) list](#)
- [CPRPO project scoring/prioritization information](#) *Still Under Construction
- [CPRPO meeting materials](#)
- [Information/links to completed plans](#)
- [NCDOT main website](#)
- [NCDOT Connect website](#)
- [NCDOT construction project status](#)
- [NCDOT employee directory](#)
- [North Carolina Association of RPOs](#)
- [RPO America](#)
- [Capital Area MPO](#) (Wake, Johnston, Harnett, Franklin & Granville counties)
- [Durham-Chapel Hill-Carrboro MPO](#) (Durham, Orange & Chatham counties)
- [Burlington-Graham MPO](#) (Alamance, Orange & Guilford counties)
- [Fayetteville Area MPO](#) (Cumberland, Harnett & Hoke counties)
- Sandhills MPO (will be updated once they have a website)



MEMORANDUM

Date: March 18, 2024
To: Board of Commissioners
From: Emily Yopp, Town Manager
Subject: Resolution Approving Interlocal Agreement Between Moore County and Carthage

SUMMARY OF REQUEST

County Manager Wayne Vest recently contacted me regarding an interlocal agreement between Moore County and the Town of Carthage for the Buggy Festival. Since 1989, the festival has taken place in downtown Carthage each year on Mother’s Day weekend and utilizes a variety of properties to include Town-owned rights-of-way, private lots and County-owned lots (such as the parking lot and historic courthouse lawns).

This interlocal agreement would release Moore County from any and all liability, claims or demands that may arise out of the Buggy Festival.

SUGGESTED MOTION(S)

Option #1:

I motion to approve this Resolution approving an Interlocal Cooperation Agreement for the Buggy Festival between the County of Moore and the Town of Carthage.

OR

Option #2:

I motion to approve this Resolution approving an Interlocal Cooperation Agreement for the Buggy Festival between the County of Moore and the Town of Carthage with the following recommendations...



RESOLUTION APPROVING INTERLOCAL COOPERATION AGREEMENT FOR THE
BUGGY FESTIVAL BETWEEN THE COUNTY OF MOORE AND THE TOWN OF
CARTHAGE

INTERLOCAL AGREEMENT

This INTERLOCAL AGREEMENT is made this 19th day of March, 2024, between the County of Moore (the “County”) and the Town of Carthage (the “Town”).

WITNESSETH

WHEREAS, N.C.G.S. § 160A-461 of the North Carolina General Statutes authorizes the Municipality and the County to enter into interlocal agreements with each other to execute any undertaking; and

WHEREAS, the Town agrees to release the County, its officials, agents, and employees from any and all liability, causes of action, claims, and demands arising out the Buggy Festival on May 11, 2024; and

WHEREAS, the Town agrees to assume all risks, whether known or unknown associated with the Buggy Festival; and

WHEREAS, the Town agrees to indemnify and hold the County harmless for any issues that may arise during the Buggy Festival; and

NOW, THEREFORE BE IT RESOLVED that the Moore County Board of Commissioners approves the attached Interlocal Agreement for the Buggy Festival between the County and the Town.

TOWN OF CARTHAGE

Jimmy Chalflinch
Mayor

COUNTY OF MOORE

ATTEST:

Nick Picerno, Chairman
Board of Commissioners

Laura M. Williams
Clerk to the Board

**STATE OF NORTH CAROLINA
COUNTY OF MOORE**

INTERLOCAL AGREEMENT FOR BUGGY FESTIVAL

This INTERLOCAL AGREEMENT dated the 19th day of March, 2024, between the County of Moore, North Carolina, a body politic and a subdivision of the State of North Carolina (the "County") and the Town of Carthage North Carolina, a body politic and a municipal corporation (the "Town").

WITNESSETH:

Whereas, the Town will be hosting the Buggy Festival on the County of Moore property; and

Whereas, the County agrees to make County facilities available for the Town to use for the Buggy Festival on May 11, 2024;

Whereas, the County assumes no obligation or responsibility for the activities of the Town, nor does the County make any direct or indirect endorsement of the Buggy Festival; and

Whereas, all buildings, grounds, and parks owned by the County are covered under the Public Use of County Facilities and Grounds Policy dated January 5, 2021 and the County Manager or his/designee may limit certain Facilities' available for use, and

Whereas, the Town agrees to release the County, its officials, agents, and employees from any and all liability, causes of action, claims, and demands arising out the Buggy Festival; and

Whereas, the Town agrees to assume all risks, whether known or unknown associated with the Buggy Festival; and

Whereas, the Town is responsible for any and all damages to any facility or grounds, including costs for cleanup; and

Whereas, the Town agrees that eating and drinking will be prohibited except where provisions are made for such activities in advance, and the provisions must comply with regulations of the State Department of Human Resources, Division of Public Health and Human Services, No open or pit fires nor candles will be allowed under circumstances. In addition, no portable cooking devises fueled by charcoal, natural gas, or other fuel or powered by any means may be used, which includes grills, cookers, barbeque pits, etc.; and

Whereas, the Town agrees that tobacco use including smoking, chewing, etc., alcoholic beverages, illegal drugs, and illegal gambling or contraband is prohibited. Federal and state firearms laws must be obeyed. Carrying of weapons; concealed or otherwise is prohibited by N.C.G.S 14-269, 14-269.4 and 14-377.2. Contraband may be any item that is prohibited by North Carolina General Statutes. All uses must be in compliance with local, state and federal laws; and

Whereas, to the fullest extent permitted by law, the Town will indemnify and hold harmless the County, its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges attorneys and other professionals and costs related to court action or arbitration) arising out of or resulting from the Buggy Festival; and

Whereas, the Town agrees that ingress and egress to the grounds may not restrict the orderly flow of traffic or adjacent roads and arteries; and traffic must comply with all local, state and federal laws. The Town is responsible for registering the function with the applicable local law enforcement authority as well as determining the need for any crowd control and security enforcement that may be necessary. The County will not provide personnel; and

Whereas, the Town agrees that sign, decorations, or other attachments may not be hung on any building or permanent structure on the property. Signs, decorations, or other attachments will not be nailed to any tree, shrub, or otherwise placed on county property without approval of the County Manager or designee. Free standing signs, flags, emblems, banners, or similar items may be placed one (1) hour prior to the start of the event and must be removed immediately after the event. A copy of a sign, flag, emblem, banner, or similar item must be submitted to the County and approved prior to the event. Advertisement for private purposes in the form of flyers, posters, signs, placards, stickers, etc. are prohibited, except as approved in writing by the County Manager or his/her designee; and

Whereas, the Town agrees that programs and activities will not begin prior to 8:00am and must conclude by 5:00pm unless written permission is granted by the County Manager or his/her designee. Overnight camping is not allowed unless written advance permission is given; and

Whereas, the Town agrees that anchoring tents, canopies or other allowed structures must be accompanied with sandbags or in another non-invasive manner unless other methods are approved by the County Manager or his/designee. This includes temporary structures that may be erected in parking lots as part of an approved event. Marked protection areas for geothermal fields and athletic fields must be observed. Permits may be immediately revoked for any violation of this requirement; and

Whereas, the Town agrees that no political campaign signs promoting candidates running for office are to be posted on County property unless such signs are posted in conjunction with an activity permitted in Section 3.3 of the County Policy: Public Use of County Facilities and Grounds Policy, dated January 5, 2021, except when a County Facility is designated as an election polling site, then signs may be posted within twenty-four (24) hours of an election as long they are no closer than fifty (50) feet from the main entrance of the County Facility designated as an election policing site. The one-Stop/Absentee Voting sites will allow for election signs during the prescribed time only. No election signs shall be allowed inside County buildings; and

Whereas, the Town agrees to complete “Application for Facilities Use Request and Approval Form”; and

Whereas, the Town agrees to take all necessary precautions to ensure the safety and well-being of all activity participants; and

Whereas, the County Manager or his/her designee reserves the right to waive or vary any provision in the Moore County Policy: Public Use of County Facilities and Grounds Policy, dated January 5, 2021 when doing so would more effectively serve the public’s interest, except when prohibited by law; and

Whereas, if any provision of this Agreement shall be determined to be unenforceable by a court of competent jurisdiction, such determination will not affect any other provision of this Agreement; and

Whereas, the validity of this Agreement and any of its terms or provisions, as well as the rights and duties of the parties to this Agreement, are governed by the laws of the State of North Carolina. All

actions relating to this Agreement in any way will be brought in the General Courts of Justice in the County of Moore and the State of North Carolina; and

Whereas, this agreement constitutes the entire understanding between the parties and supersedes all prior understanding and agreements, whether oral or written, relating to the subject matter hereof.

NOW, THEREFORE, the County and the Town have executed this Interlocal Agreement regarding the Buggy Festival.

TOWN OF CARTHAGE

Jimmy Chalflinch
Mayor

COUNTY OF MOORE

ATTEST:

Nick Picerno, Chairman
Board of Commissioners

Laura M. Williams
Clerk to the Board

Certificate Of Completion

Envelope Id: 6504BA050BAA41BF907BDF057FB3AD94 Status: Sent
 Subject: Complete with DocuSign: Town of Carthage Buggy Festival Resolution and Agreement 24-0115.pdf
 Source Envelope:
 Document Pages: 4 Signatures: 0 Envelope Originator:
 Certificate Pages: 5 Initials: 0 Melinda Hill
 AutoNav: Enabled mhill@moorecountync.gov
 Envelopeld Stamping: Enabled IP Address: 184.2.42.2
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Record Tracking

Status: Original Holder: Melinda Hill Location: DocuSign
 3/5/2024 9:43:18 AM mhill@moorecountync.gov

Signer Events

Signer Events	Signature	Timestamp
Tami Golden tgolden@moorecountync.gov Security Level: Email, Account Authentication (None)	Completed Using IP Address: 184.2.42.2	Sent: 3/5/2024 10:00:40 AM Viewed: 3/5/2024 10:31:32 AM Signed: 3/5/2024 10:32:12 AM

Electronic Record and Signature Disclosure:
 Accepted: 4/25/2022 3:57:29 PM
 ID: 2382b26a-9f3b-4c98-8e20-cf0425013127

Jimmy Chalfinch JChalfinch@townofcarthage.org Security Level: Email, Account Authentication (None)		Sent: 3/5/2024 9:53:13 AM Resent: 3/5/2024 10:32:13 AM Viewed: 3/5/2024 10:36:57 AM
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Electronic Record and Signature Disclosure:
 Accepted: 3/5/2024 10:36:57 AM
 ID: fb8a1e4c-f6a9-4bbe-8c75-b3f74d9e39e4

Laura Williams
clerktoboard@moorecountync.gov
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events

In Person Signer Events	Signature	Timestamp
In Person Signing Host: Laura Williams clerktoboard@moorecountync.gov In Person Signer: Nick Picerno Security Level: In Person		
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Carbon Copy Events	Status	Timestamp
<p>Caroline Xiong cxiong@moorecountync.gov Finance Director Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 2/11/2020 11:10:53 AM ID: 8334da48-b01d-4e85-80e0-57ff4b8596e9</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 3/5/2024 9:53:11 AM Viewed: 3/5/2024 10:43:07 AM</p>
<p>Laura Williams clerktoboard@moorecountync.gov Clerk to the Board County of Moore Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 3/5/2024 9:53:12 AM</p>
<p>Melinda Hill mhill@moorecountync.gov Law Office Manager Moore County, County Attorney's Office Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 3/5/2024 9:53:12 AM</p>
<p>Misty Leland mistyleland@moorecountync.gov County Attorney County of Moore Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 3/5/2024 9:53:12 AM</p>
<p>Terra Vuncannon tvuncannon@moorecountync.gov Purchasing Manager Moore County Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 3/5/2024 9:53:12 AM</p>

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/5/2024 9:53:13 AM
Envelope Updated	Security Checked	3/5/2024 10:00:39 AM
Envelope Updated	Security Checked	3/5/2024 10:00:39 AM
Envelope Updated	Security Checked	3/5/2024 10:00:39 AM
Envelope Updated	Security Checked	3/5/2024 10:00:39 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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CONSUMER DISCLOSURE

From time to time, Carahsoft obo County of Moore - IT Department (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact Carahsoft obo County of Moore - IT Department:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: cbutts@moorecountync.gov

To advise Carahsoft obo County of Moore - IT Department of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at cbutts@moorecountync.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Carahsoft obo County of Moore - IT Department

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to cbutts@moorecountync.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft obo County of Moore - IT Department

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to cbutts@moorecountync.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft obo County of Moore - IT Department as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft obo County of Moore - IT Department during the course of my relationship with you.



MEMORANDUM

Date: February 15, 2024
To: The Board of Commissioners
From: Kim Gibson, Town Clerk
Subject: SUPPORT REQUESTED FROM MOORE COUNTY FOR CROSSWALK SIGNALS AROUND COURTHOUSE SQUARE

Moore County is requesting our support in making a request to NC DOT for three synchronized signals for pedestrian crosswalks around Courthouse Square. Traffic, as you are aware, is becoming more and more dangerous with the increase in downtown shopping and the court facilities regular traffic.

SUGGESTED MOTION(S):

OPTION 1

I recommend that the Board of Commissioners support the Moore County request for NC DOT to install three synchronized signals for pedestrian crosswalks around Courthouse Square.

OPTION 2

I recommend that the Board of Commissioners not support the Moore County request for NC DOT to install three synchronized signals for pedestrian crosswalks around Courthouse Square for the following reason(s):



MEMORANDUM TO THE MOORE COUNTY BOARD OF COMMISSIONERS:

FROM: Laura Williams, Clerk to the Board
DATE: 03/08/2024
SUBJECT: Request for Support for Installation of Synchronized Signal Pedestrian Crosswalks at Courthouse Square
PRESENTER: Wayne Vest, County Manager

REQUEST: Approve letter requesting support from NCDOT for installation of up to three synchronized signal pedestrian crosswalks at Courthouse Square in Carthage.

BACKGROUND: The increased traffic in the Courthouse Square due to growth and the additions of parking, the court facility, and new businesses requires attention to pedestrian safety. Synchronized signaled crosswalks would provide an additional measure of safety for pedestrians.

FINANCIAL IMPACT: N/A

IMPLEMENTATION PLAN: Submit letter to NC Board of Transportation requesting signal pedestrian crosswalks.

RECOMMENDATION SUMMARY: Make a motion to authorize the Chairman to sign and submit the proposed letter to NC Board of Transportation member Pat Molamphy requesting support for and assistance with the installation of up to three synchronized signal pedestrian crosswalks in the Courthouse Square area.

ATTACHMENTS: 1. Crosswalk

LAURA M. WILLIAMS
CLERK



NICK PICERNO
CHAIRMAN
KURT COOK
VICE CHAIRMAN
JIM VON CANON
JOHN RITTER
FRANK QUIS

COUNTY OF MOORE BOARD OF COMMISSIONERS

P.O. BOX 905 / ONE COURTHOUSE SQUARE
CARTHAGE, NC 28327
TELEPHONE: 910.947.6403

March 19, 2024

Mr. Pat Molamphy
NC Board of Transportation
402 Meyer Farm Dr.
Southern Pines, NC 28387

Dear Mr. Molamphy,

The Moore County Board of Commissioners requests your support for and assistance with installation of up to three synchronized signal pedestrian crosswalks for the courthouse square area in Carthage. At the Board's Regular Meeting held today, March 19, 2024, the commissioners voted unanimously to submit this request.

Traffic has increased in the courthouse square area due to the growth of Moore County, the County's addition of a new parking lot to serve our staff and citizens, the addition of our new court facility, and the addition of new businesses including the most recent addition, The Buggy Factory by Southern Pines Brewing Co. We are excited about these new opportunities for our citizens and visitors, and we want to ensure they are safe as they do business in the courthouse square. Signal crosswalks would provide an additional measure of safety for pedestrians to navigate the courthouse square amidst the continuous traffic.

Thank you for your consideration of this request. We are happy to provide additional information as needed and look forward to seeing this safety measure implemented for our citizens and visitors of Moore County.

Sincerely,

Nick Picerno, Chairman
Moore County Board of Commissioners



MEMORANDUM

Date: March 18, 2024
To: Board of Commissioners
From: Emily Yopp, Town Manager
Subject: ACCEPT GRANT FUNDING FROM NC DEQ FOR PFAS STUDIES

SUMMARY OF REQUEST

The Division of Water Infrastructure (Division) has reviewed the Town’s application, and the State Water Infrastructure Authority (SWIA) has approved the PFAS Compliance Planning Study project as eligible to receive BIL Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) loan of \$400,000. 100 % percent of the loan will be forgiven and a fee of 2% will be invoiced after scope approval.

NC DEQ requires the Board to approve a Resolution approving and accepting the offer.

SUGGESTED MOTION(S)

OPTION #1:

I motion to adopt this Resolution approving receive BIL Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) loan of \$400,000 offered by the Division of Water Infrastructure as written and presented.

OR

OPTION #2:

I motion to adopt this Resolution approving receive BIL Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) loan of \$400,000 offered by the Division of Water Infrastructure with the following recommended changes...

OPTION #2:

I motion to adopt this Resolution approving receive BIL Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) loan of \$400,000 offered by the Division of Water Infrastructure with the following recommended changes...



ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director

March 8, 2024

Ms. Emily Yopp, Town Manager
Town of Carthage
4396 Hwy 15-501
Carthage, NC 28327

Subject: Letter of Intent to Fund
Town of Carthage
PFAS Compliance Planning Study
September 2023 Application Cycle
Project No.: SRF-D-EC-0006

Dear Ms. Yopp:

The Division of Water Infrastructure (Division) has reviewed your application, and the State Water Infrastructure Authority (SWIA) has approved your project as eligible to receive BIL Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) loan of \$400,000. One-hundred percent of the loan will be forgiven. A fee of 2% will be invoiced after scope approval.

Please note that this intent to fund is contingent on meeting **all** of the following milestones:

Milestone	Deadline date
Scope of Work Submittal	August 1, 2024
Scope of Work Approval	October 1, 2024
Completion of Scope of Work	October 1, 2025

The first milestone is the submittal of the Scope of Work on August 1, 2024 via the Laserfiche link below. Failure to meet any milestone may result in the forfeiture of funding for the proposed project.

If the PFAS Treatment Evaluation Study project is to evaluate treatment alternatives, the final report should describe the proposed treatment with the following information:

1. Data to justify the use of the PFAS treatment technology (granular activated carbon (GAC), ion exchange, membranes, etc.) to treat the source water.
2. Data demonstrating design and operation consistent with the existing treatment facility (flow rate, hydraulics, etc.).



Ms. Emily Yopp, Town Manager

March 8, 2024

Page 2 of 3

3. Protocol for conducting the study, including the duration, testing procedures, reporting procedures, plant scale, etc.
4. Time frame of study to adequately treat worst-case water quality conditions and maintain simultaneous compliance with other regulatory requirements.
5. Goal of proposed treatment technology (complete removal, below MCL, below health advisory level, etc.).
6. Waste management considerations (NPDES permit changes, backwash/concentrate storage/disposal, media replacement, etc.).

Upon detailed review of the scope during the funding process, it may be determined that Public Water Supply needs to review/approve portions of your project. Additionally, the final report after completion of the study must also be submitted to Public Water Supply. Changes in the scope or priority points awarded – based on additional information that becomes apparent during project review – may also result in changes to the total funding amount.

All project documents are to be submitted via Laserfiche at the following link:

<https://edocs.deq.nc.gov/Forms/DW-Document-Upload-Form>.

Disbursement of Funds

Funds are disbursed to the recipient for eligible costs that are documented as part of the project only after the costs have been incurred by the Recipient and all necessary documentation has been received and approved by the Division beforehand. Prior to requesting the first disbursement on your project, you will be asked to submit to the Division several required documents, including but not limited to:

1. One copy of the original funding offer-and-acceptance document, executed by the Authorized Representative for the project, along with the signed “Standard Conditions and Assurances”.
2. A resolution adopted by the governing body accepting the funding offer and making the applicable assurances contained therein.
3. Federal Tax ID/Unique Entity ID (UEID) Form (attached).
4. Sales Tax Certification, if applicable (attached).
5. One copy of executed Engineering service agreement.

The Division will communicate with you when these documents will be required. Once all documents have been received and approved, the Recipient will request disbursements using the Division's Disbursement Request form. If the Recipient requests funds prior to paying contractors, the Recipient will have three business days to pay contractors upon receipt of funds.

Davis-Bacon Requirements and American Iron and Steel Provisions

Projects funded through the State Revolving Fund (SRF) programs must comply with Davis-Bacon wage requirements and American Iron and Steel provisions. You can find standard specifications covering these requirements on our website.

Ms. Emily Yopp, Town Manager

March 8, 2024

Page 3 of 3

Build America, Buy America Act (BABA)

SRF-funded projects will be required to comply with the Federal Build America, Buy America Act (BABA). The Build America, Buy America Act (BABA) requires that iron, steel, manufactured products, and construction materials used in infrastructure projects are produced in the United States. You can find additional information at the following link:

<https://www.epa.gov/cwsrf/build-america-buy-america-baba>

Upon receipt of your letter of intent to fund, please fill out the attached Federal ID & Unique Entity ID (UEI) form and email it to DEQ.DWI.FundingOffer@deq.nc.gov. If you choose to decline this funding, the Authorized Representative as declared in the application must directly contact the Division project manager via email or letter on the applicant's letterhead.

If you have any questions, please contact Michelle McKay at michelle.mckay@deq.nc.gov or by phone at (919) 707-9171.

Sincerely,
DocuSigned by:
Stephanie Suter
ECDB3E178E434D9...
Shadi Eskaf, Director
Division of Water Infrastructure, NCDEQ

Enclosures: Federal Tax ID/Unique Entity ID (UEID) Form

EC: Mark Lacy, LKC Engineering, PLLC (via email)
Dustin Rhodes (via email)
Michelle McKay (via email)
SRF (COM_LOIF) (Agreement ID 2000075099)



Town of Carthage

Resolution

ACCEPT GRANT FUNDING FROM NC DEQ FOR PFAS STUDIES, REMEDIATION, AND TREATMENT

WHEREAS, the State Water Infrastructure Authority (SWIA) approved the Town's PFAS Compliance Planning Study project as eligible to receive BIL Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) loan of \$400,000, and

WHEREAS, one-hundred percent of the loan will be forgiven and a fee of 2% will be invoiced after scope approval, and

WHEREAS, this intent to fund is contingent on meeting all of the following milestones:

Milestone	Deadline date
Scope of Work Submittal	August 1, 2024
Scope of Work Approval	October 1, 2024
Completion of Scope of Work	October 1, 2025

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF CARTHAGE):
That the Town of Carthage does hereby accept the State Water Infrastructure Authority's offer of a \$400,000 loan to be 100% forgiven with a fee of 2% invoiced after scope approval.

That the Town of Carthage does hereby give assurance to the North Carolina Department of Environmental Quality and the SWIA that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Emily Yopp, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Approvals on next page...

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 18th day of March 2024.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk



MEMORANDUM

Date: March 18, 2024
To: Board of Commissioners
From: Emily Yopp, Town Manager
Subject: Resolution for the RDED Grant

SUMMARY OF REQUEST

Town Manager, Emily Yopp, would like the Board’s approval to pursue grant funding to support downtown improvements through the RDED grant program. The RDED grant program requires the Board of Commissioners to commit to a 5% cash match in order to be eligible to apply for up to \$850,000 in funding. Should the town be selected to receive the maximum amount of grant funding, the Board would agree to allocate \$42,500 from the General Fund or other funding sources not associated with State or Federal grants that the Town has received.

SUGGESTED MOTION(S)

Option #1:

I motion to approve this Resolution as written and that the Board of Commissioners authorize Town staff to proceed with submitting this grant application as well as commit to a 5% cash match of the amount awarded, should the Town be selected.

OR

Option #2:

I motion to approve this Resolution with the following recommendations...



Town of Carthage

Resolution

RESOLUTION FOR RURAL ECONOMIC DEVELOPMENT GRANT

WHEREAS, the NC Department of Commerce, Rural Economic Development Division, administers grants to local governments to support downtown revitalization/economic development activity and have recently opened applications to apply for up to \$850,000 in grant funding for these purposes and;

WHEREAS, the Town Staff believe that the Town of Carthage qualifies for this grant based on the following criteria outlined in the grant program's eligibility requirements:

- While Moore County is considered a Tier 3 county, which is ineligible for this funding, the Town of Carthage is located in a designated rural census tract;
- The Town is engaged with the NC Rural Planning Program on the Community Economic Resiliency and Recovery Initiative (CERRI);
- The Town was selected to participate in the first Rural Community Capacity (RC2) program and;
- Was awarded Rural Transformation Grant Funds (RTGF) for downtown revitalization planning and sidewalk improvements.

WHEREAS, through the RTGF funding received, the Town of Carthage is actively engaged in downtown revitalization planning to address parking concerns, improve pedestrian safety and improve the appearance of the heart of our community that will in turn promote economic development in the downtown and surrounding areas by attracting small-business investment, rehabilitation of historic downtown buildings, and promote job creation and retention in the downtown core and;

WHEREAS, the downtown revitalization plans are nearing completion and the Town of Carthage will require funding in order to implement the plan and in turn achieve its goals of developing a downtown that is resilient, vibrant, safe and attractive for existing businesses and future business investment.

THEREFORE, the Town of Carthage Board of Commissioners do hereby authorize the Town Manager and staff to submit an application to apply for said funding on behalf of the Town of Carthage and;

FURTHERMORE, the Town of Carthage Board of Commissioners do also commit to a five percent (5%) cash match, not derived from other State or Federal grant funds, should the Town of Carthage be awarded a Rural Downtown Economic Development Grant.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 18th day of March 2024.

Ayes: _____
Nays: _____
Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Gibson, Town Clerk