

Town of Grantsboro
Regular Meeting of Town Council and Public Hearing for CDBG Grant
September 5, 2017

Minutes

The Grantsboro Town Council met on Tuesday, September 5, 2017 at 7:00pm in the Town Hall. Attending were: Mayor Pro-tem Julia Lee, Ray Poole, Tom Newman, Pat Paul, Kristie Mitchell, and Ray Lewis, Clerk. Mayor Alfred Cahoon was absent. Visitors present were Millie Chalk, from Duke Energy; C. David Harris from Harris & Assoc.; two representatives from the Pamlico Co. Sheriff's Dept., and Grantsboro resident T.W. Harris.

Lee called the meeting to order, and Lewis offered the invocation. A quorum was established for the meeting. The agenda was approved upon a motion by Paul, seconded by Mitchell and carried. The minutes from the August meeting were approved as written upon a motion by Poole, seconded by Newman and carried.

Lewis presented the finance report for the month of August, which reflected \$2071.93 in revenues, and expenses of \$5982.21. Total funds were reported at \$190,454.88. A motion to approve the finance report as presented was made by Poole, seconded by Newman and carried.

New Business

Mayor Pro-tem Lee declared the public hearing open for the purpose of discussing the Town's proposed application for CDBG-I funds to extend Bay River sewer lines along NC 306 north to the Town limits.

C. David Harris of RSM Harris Associates, Inc. was present to discuss the purpose of the public hearing for the Town of Grantsboro's CDBG-I funding application. Mr. Harris stated that the purpose of the public hearing was to obtain citizen's views and to respond to funding proposals and answer any questions posed by citizens. Mr. Harris also stated that the public hearing must cover the Town's community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town's CDBG-I funding application to the state of the North Carolina.

The Town proposes to request funding from NCDEQ'S CDBG-I program for the 2017 Sewer System Extension Project. The purposes of the CDBG-I grant program are:

- To improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service,

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development,
- To perform eligible activities,
- To minimize displacement, and
- To provide displacement assistance as necessary.

North Carolina receives approximately \$44 million annually from the US Department of Housing and Urban Development . For the fiscal year of 2017 the CDBG-I funding available is expected to be approximately \$21.7 million, with only one grant round, and with a maximum available grant of \$2.0 million over a 3 year period. Applications for funding are to be submitted to the NC Division of Water Infrastructure (DWI) by September 29, 2017.

Due to Hurricane Matthew, DWI intends to set aside \$10 million of the \$21.7 allocation for projects in 45 eastern counties (including Pamlico) to address hurricane damage to water/sewer infrastructure and/or to make them more resilient to damage from future flooding events. Projects needing more time to develop applications that address Hurricane Matthew flooding problems have an extended application deadline of October 31, 2017. If the Town's application is submitted by September 29, 2017 it will be considered for the balance of the original allocation (\$11.7 million) and the Matthew set aside (\$10 million). The Town's Project will make the sewer system more financially resilient to future hurricanes by adding 38 customers and the pump station will be more resilient due to the installation of a generator. Failing septic systems that cause environmental hazards during major hurricane and other rain events will also be eliminated.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development projects that lead to job creation or retention. The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure and economic development activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The Town is seeking an amount in CDBG-I funds not to exceed \$2 million for the 2017 Sewer System Extension Project. The purpose of the Town's request is to extend sewer lines along NC Highway 306 north to the Town limits to eliminate malfunctioning to failing septic systems. The Town intends to install 6,540 LF of 6" low pressure sewer force main and 615 LF of 2" sewer force main to serve 38 households. Septic tank effluent pumping systems will be installed at each house to collect the sewer and pump it into

the force main in NC 306. A large sewer pump station will also be installed in the Project Area, along with 10,800 LF of sewer force main, to pump the sewer collected from the 38 households to the main Bay River Metropolitan Sewerage District sewer line in NC Highway 55. After construction the sewer improvements will be owned, operated and maintained by the Bay River District.

The project proposed by the Town was identified in March 1999 when the Town conducted its first public hearing to apply for CDBG Infrastructure funds to extend sewer lines on Keystown Rd. The Town Council stated it intended to apply for grants until it was able to provide sewer to every household in the Town limits. For the NC 306 North sewer project, the Town conducted public hearings and meetings in 2014, 2015 and 2016 at Town Hall to inform citizens of the potential project and to obtain feedback from the residents. Notices were distributed door-to-door containing information about the proposed project. The Town submitted the same CDBG-I Application for funding in October 2014, March 2015, September 2015 and September 2016, but the Application was not approved.

A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in the Town has been determined to have a LMI Benefit of 89.9% based on door-to-door surveys that were conducted in August 2016 as part of the 2016 CDBG-I Application process. The project area includes NC Highway 306 from where the current sewer line ends north to the Town limits and includes houses on both sides of NC 306.

The range of activities covered by the CDBG-I funds for the 2017 Sewer System Extension Project includes:

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.
- Grant Administration.

If the Town is awarded a CDBG-I grant, the Town is required to adhere to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that the if the Town receives CDBG-I grant funding that the Town will certify that the Town will comply with the requirements of the general displacement and relocation policy for CDBG-I grant funding. This policy assists low to moderate income people with costs

associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG-I funds can be used for those costs, if necessary. If no displacement and relocation will occur as a result of the proposed CDBG-I grant activity, then the Town confirms that during this public hearing. The Town confirms that no displacement or relocation of residents will occur as a result of the proposed CDBG-I grant activities.

In the past, the Town has applied for and received funding for the following completed CDBG projects:

- 1999 CDBG-Infrastructure Project (99-C-0585) - \$425,000 - Sewer Improvements - Extension of Bay River Sewer District sewer lines to replace failing septic systems on Keystown Rd and Camping Rd.
- 2004 CDBG Concentrated Needs Project (04-C-1263) - \$700,000 - Sewer and Housing Improvements - Extension of Bay River Sewer District sewer lines to replace failing septic systems on Camping Rd and NC 306 south.
- 2005 CDBG Infrastructure Project (05-C-1478) - \$750,000 - Sewer Improvements - Extension of Bay River Sewerage District sewer lines along NC 306 north to replace failing septic systems.

The Town will submit its CDBG-I application for the 2017 Sewer System Extension Project on September 29, 2017. The CDBG-I application will be available for review at the Town Hall, 10628 NC Highway 55 East, on Tuesday's, 8:00 am - 1:00 pm and Wednesday's, 12:00 pm - 4:00 pm. Additional information is available from Ray Lewis, Town Clerk, at 252-745-6511. Should anyone have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above in writing within 10 business days or by September 20, 2017. A written response to the written complaints and/or grievances will be sent by the Town within 10 business days of receipt.

Mayor Pro-tem Lee noted that there were no members of the public present to provide comments regarding the proposed 2017 CDBG-I Sewer System Extension Application.

Mayor Pro-tem Lee declared the public hearing closed.

Mayor Pro-tem Lee called for a motion to adopt the Resolution authorizing the filing of a CDBG-I Application for the 2017 Sewer System Extension Project and to confirm that no displacement or relocation will occur as a result of the proposed CDBG-I grant activity.

Motion was made by Council Member Paul and seconded by Council Member Mitchell to adopt the Resolution authorizing the filing of the CDBG-I Application and to confirm that no displacement or relocation will occur as a result of the proposed CDBG-I grant activity. The motion carried.

Mayor Pro-tem Lee stated that one of the CDBG-I Application requirements was that a certified copy of the public hearing minutes be submitted with the Application. She noted that the Board did not meet again until October 2 and the CDBG-I Application was due on September 29, 2017. Mayor Pro-tem Lee recommended that she and the Town Clerk be authorized to approve the minutes of the public hearing meeting. Mayor Pro-tem Lee called for a motion to authorize the Mayor Pro-tem and Town Clerk to prepare the minutes and to authorize the Mayor Pro-tem and Town Clerk to review, approve and certify the Public Hearing Meeting Minutes of this meeting and submit with the CDBG-I Application for the 2017 Sewer System Extension Project.

Motion was made by Council Member Paul and seconded by Council Member Mitchell to authorize the Mayor Pro-tem and Town Clerk to prepare the minutes and to authorize the Mayor Pro-tem and Town

Clerk to review, approve and certify the Public Hearing Meeting Minutes of this meeting and submit with the CDBG-I Application for the 2017 Sewer System Extension Project. The motion carried.

Mayor Pro-tem Lee declared that this concluded the discussion of the 2017 CDBG-I Application.

Millie Chalk with Duke Energy shared information with the Town Council concerning the Charter agreement the Town currently has with Duke Energy. The agreement will be expiring soon, and Ms. Chalk requested that the Town sign a new 60 year charter agreement. The Council agreed to look over the information, and consider this proposal at the October meeting.

The Pamlico County Historical Association requested that two outside receptacles be installed on the east side of the Town Hall building for use during the annual Heritage Day. The Historical Association will pay for the installation. A motion to give permission for this request was made by Poole, seconded by Newman and carried.

A resolution supporting Constitution Week (September 17-23) was adopted by the Town Council upon a motion by Newman, seconded by Paul and carried.

Old Business

The issue of Solar farms within the town limits was again discussed by the Council. After a lengthy discussion, a motion to move forward with scheduling a public hearing to receive comments and consider a text amendment to the Town Zoning ordinance was made by Poole, seconded by Newman and carried. The proposed amendment would change Article 11-1; Permissible Uses and Specific Exclusions: Section (C) to add (3) "Solar farms are not allowed inside the planning area". The public hearing date will be at the next regular meeting on October 3, 2017.

After a brief comment period, the meeting was adjourned upon a motion by Newman, seconded by Mitchell and carried.

The next regular meeting of the Council is scheduled for October 3, 2017.

Respectfully submitted,

Alfred E. Cahoon, Mayor

Ray Lewis, Clerk