

BOARD OF COUNTY COMMISSIONER'S MEETING

Monday, December 5th, 2022

224 Seminary Street

Kenansville, N.C. 28349

The Duplin County Board of Commissioners met at 6:00 p.m. on Monday, December 5th, 2022 in the Commissioners Room located at 224 Seminary Street, Kenansville, NC.

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

Also Present: Mr. Davis H. Brinson, County Manager/Clerk to the Board; Jaime Carr, Assistant Register of Deeds/Deputy Clerk to the Board; Tracy Chestnutt, Finance Officer; and Mr. Tim Wilson, County Attorney.

Call to Order

The meeting was called to order by Chairman Edwards. Chairman Edwards asked that his fellow commissioners, County staff and members of the public in attendance observe a moment of silence in remembrance of Asst. Solid Waste/Recycling Director Joy Nethercutt Pickett who passed away on December 4, 2022.

Invocation and Pledge of Allegiance

Invocation was given by Mr. George H. Futrelle. The Board then led those in attendance in the pledge of allegiance to the flag of the United States of America.

Approval of the Meeting Agenda

Motion was made by Commissioner Dowe, seconded by Commissioner Branch, carried unanimously to approve the meeting agenda.

Approval of the Minutes – Governing Body

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously to approve the minutes of the November 21st, 2022 Board of Commissioners meeting as presented.

ORGANIZATIONAL MEETING

The Honorable Henry L. Stevens IV, Resident Superior Court Judge, appeared before the Board to administer the Oath of Office Ceremony to Newly-Elected County Commissioner Mr. Justin Edwards, District III and to Re-Elected Commissioner Dexter B. Edwards, District II. The Oath of Office is required to be taken and subscribed by newly elected commissioners before entering upon the duties of their office pursuant to North Carolina General Statute §153A-26 and as set forth in both North Carolina General Statute §11-11 and Article VI, Section 7 of the North Carolina Constitution.

Mr. Davis H. Brinson, County Manager/Clerk to the Board appeared before the Board to request the Board nominate from within its' members a Chairman and Vice-Chairman to serve the Board of Commissioners for 2022-23 pursuant to the N.C.G.S § 153A-39. North Carolina

General Statute § 153A-39 requires that at the first regular meeting in December of each even-numbered year and at its first regular meeting in December of each odd-numbered year, the Board of Commissioners choose from among its members a Chairman and Vice-Chairman for the ensuing year.

Motion to was made by Commissioner Garner, seconded by Commissioner Justin Edwards, carried unanimously to elect Commissioner Dexter B. Edwards as Chairman of the Duplin County Board of Commissioners for the ensuing year.

Motion was made by Commissioner Justin Edwards, seconded by Commissioner Dexter B. Edwards, carried unanimously to elect Commissioner Elwood Garner as Vice-Chairman of the Duplin County Board of Commissioners for the ensuing year.

REGULAR MEETING AGENDA

CONSENT AGENDA

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve the consent agenda which consisted of: Budget Amendment Journal Entry Report; Tax and Solid Waste Releases- #19840-19850; Reappointment for Mr. Woodrow W. Brinson - as Senior Tar Heel Legislature (STHL) Delegate for Duplin County - January 3, 2023-January 3, 2025; Reappointment for Mrs. Connie Brinson - as Senior Tar Heel Legislature (STHL) Alternate Delegate for Duplin County - January 3, 2023 - January 3, 2025; Assignment of Contract and Amendment for Hurricane Matthew: Hazard Mitigation Grant Program (HMGP) from McDavid Associates to Insight Planning & Development, LLC.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve the consent agenda.

ITEMS TO BE MADE PART OF MINUTES

Administrative Budget Amendment Journal Entry Report

AGENDA

Public Comments

No Public Comments

End Public Comments

Mr. Davis H. Brinson, County Manager/Clerk to the Board, appeared before the Board to receive Road Concerns from the members of the Board of County Commissioners and members of the public on behalf of the NC Department of Transportation.

No Road Concerns to Report.

Ms. Melissa Kennedy, E-911 Addressing Coordinator, appeared before the Board to conduct a public hearing regarding a request from Carmen Rivera to name a lane in the 200 block of Mary Bryant Road; Teachey, N.C. in the Island Creek Township: Blessing Lane in accordance with Duplin County 911 Addressing and Road Naming Ordinance.

Chairman D. Edwards opened a Public Hearing.

Public Comments

Chairman D. Edwards closed the Public Hearing.

Motion was made by Commissioner Garner, seconded by Commissioner Justin Edwards, carried unanimously to approve the request from Carmen Rivera to name a lane in the 200

block of Mary Bryant Road; Teachey, N.C. in the Island Creek Township: Blessing Lane in accordance with Duplin County 911 Addressing and Road Naming Ordinance.

Mr. Davis H. Brinson, County Manager/Clerk to the Board, appeared before the Board to respectfully request the Board approve the surety bond for Sheriff Stratton Stokes pursuant to N.C.G.S. § 162-9.

N.C.G.S. § 162-9. County commissioners to take and approve bonds. The board of county commissioners in every county shall take and approve the official bond of the sheriffs, which they shall cause to be registered and the original deposited with the clerk of superior court for safekeeping. The bond shall be taken on the first Monday of December next after the election.

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously to approve the official bond of Sheriff Stratton Stokes with Liberty Mutual Surety pursuant to N.C.G.S. § 162-9.

Mr. Roger Jones, Duplin County Schools Special Advisor for Facilities, Transportation, & Operations, appeared before the Board to request the approval of a North Carolina Education Lottery Application in accordance with N.C.G.S. § 115C-546.2 to fund the balance needed to add security card access systems to main entrance doors and prop open alarms to exterior classroom doors in order to support building safety. The amount of funding requested from the NC Education Lottery Public School Building Capital Fund is \$350,177.89.

Motion was made by Garner, seconded by Commissioner Branch, carried unanimously to approve Public School Building Capital Fund NC Education Lottery Application for \$350,177.89 in order to fund the balance needed to add security card access systems to main entrance doors and prop open alarms to exterior classroom doors in order to support building safety at various Duplin County Schools.

Twig Rollins, County Planner, appeared before the Board to request the approval to contract with Insight Planning & Development, LLC, to assist the Planning Department with the development of a Unified Development Ordinance (UDO). Mr. Rollins explained that UDO's are best practice(s) in North Carolina for towns and counties to assist and simplify the development ordinances into one (1) document for citizens and developers for land development. The cost of the project will be \$17,500.00 with \$16,820.00 being allocated from P-card rebates and the remaining balance to be funded from within the Planning Department's current fiscal year budget.

Motion was made by Commissioner Garner, seconded by Commissioner Branch, carried unanimously to approve for Duplin County to contract with Insight Planning & Development, LLC to develop a Unified Development Ordinance in the amount of \$17,500 and to approve the associated budget amendments.

Laura Jones, County Librarian, appeared before the Board to present a request for the Board to approve for the Duplin County Library System to accept the NC State Library's Digital Literacy Grant. The Duplin County Library was one of three (3) pilot programs offering digital literacy classes in FY 2021-22. Participants in the classes received a Chromebook upon successful completion. Our library has been awarded \$74,375.00 in "Round 2" of the grant funded by the Governor's Emergency Education Relief (GEER) Program.

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously to accept the NC State Library's Digital Literacy Grant in the amount of \$74,375.00 for "Round 2" funded by the Governors Emergency Education Relief Program on behalf of the Duplin County Library System; authorize the County Librarian Laura Jones to sign the memorandum of agreement and to approve the associated budget amendment.

Laura Jones, County Librarian, appeared before the Board to respectfully request that the Board approve for the Duplin County Library System to accept the Federal Communications Commission (FCC) Emergency Connectivity Fund (ECF) Grant in the amount of

\$316,468.93. The FCC's Emergency Connectivity Fund (ECF) is a \$7.171 billion program designed to help schools and libraries provide the tools and services their communities need for remote learning during the COVID-19 emergency period. According to the FCC the Emergency Connectivity Fund Grant funds will help provide relief to millions of students, school staff, and library patrons and will help close the homework gap for students who currently lack necessary internet access or the devices they need to connect to classrooms. An Emergency Connectivity Fund Grant in the amount of \$316,468.93 has been awarded to the Duplin County Library System for the purpose of providing Wi-Fi enabled hotspots, tablets and Chromebooks for patron use. Ms. Jones explained that the devices will be tailored to the needs of differing age groups – from preschool to senior adults. Service providers will load devices with age/interest appropriate applications. The grant funds will also cover twelve (12) months of cellular service. There are no matching funds required and the devices will belong to the county at the end of the grant funded term.

Motion was made by Commissioner Branch, seconded by Commissioner Garner, carried unanimously to accept the Federal Communications Commission Emergency Connectivity Fund grant in the amount of \$316,468.93 on behalf of the Duplin County Library System; to authorize the County Librarian Laura Jones to sign the acceptance letter and approve the associated budget amendment.

Jennifer Martin, P.E., C.M.—Parrish & Partners, appeared before the Board to conduct a presentation of the new DRAFT Duplin Commons Master Plan. Parrish and Partners was contracted by Duplin County earlier this year to produce a comprehensive plan for Duplin Commons Development over the next ten (10) years. This presentation covers the process, findings, and recommendations.

Mr. Davis H. Brinson, County Manager/Clerk to the Board, appeared before the Board to make general announcements and/or updates.

CLOSED SESSION

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

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

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

Motion was made by Commissioner Branch, seconded by Commissioner Dowe, carried unanimously to adjourn until Monday, December 19th, 2022 at 6:00 p.m. for a Commissioners Meeting at the Administrative Building located at 224 Seminary Street in Kenansville, N.C.

Davis H. Brinson
County Manager/ Clerk to the Board

OATH OF OFFICE



COUNTY OF DUPLIN BOARD OF COMMISSIONERS

**NORTH CAROLINA
DUPLIN COUNTY**

I, Dexter B. Edwards, do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will support, maintain and defend the Constitution of the United States to the best of my knowledge and ability, so help me God.

Dexter B. Edwards

I, Dexter B. Edwards, do swear that I will well and truly execute the duties of the office of County Commissioner according to the best of my skill and ability, according to law; so help me God.

Dexter B. Edwards

The above oaths were taken and subscribed before me, this 7th day of December, 2020.

Hon. Henry L. Stevens, IV
 Superior Court Judge
 N.C. Judicial District 4A

Approved as to form, this 5th day of December, 2022.

J. Timothy Wilson
 Duplin County Attorney

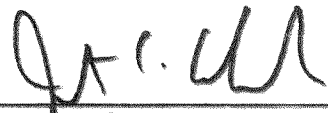
OATH OF OFFICE



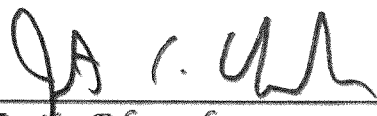
COUNTY OF DUPLIN BOARD OF COMMISSIONERS

**NORTH CAROLINA
DUPLIN COUNTY**

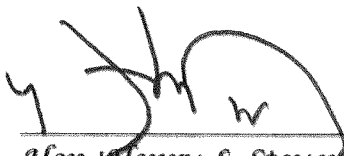
I, Justin Edwards, do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will support, maintain and defend the Constitution of the United States to the best of my knowledge and ability, so help me God.


 Justin Edwards

I, Justin Edwards, do swear that I will well and truly execute the duties of the office of County Commissioner according to the best of my skill and ability, according to law; so help me God.


 Justin Edwards

The above oaths were taken and subscribed before me, this 7th day of December, 2020.


 Hon. Henry L. Stevens, IV
 Superior Court Judge
 N.C. Judicial District 4A

Approved as to form, this 5th day of December, 2022.


 J. Timothy Wilson
 Duplin County Attorney

RELEASE DATE DECEMBER 5, 2022

0333

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Duplin

Contact Person: Roger Jones

LEA: Duplin County Schools

Title: Advisor of Operations

Address: PO Box 128 Kenansville NC 28349

Phone: 9102966199

Project Title: Duplin County Schools Security Card Access Systems

Location: 315 N Main St Kenansville NC 28349

Type of Facility: Schools

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. **Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.**

Short description of Construction Project: Add Security Card Access Control Systems to main entrance doors and add prop open alarms to exterior classroom doors.

Estimated Costs:

Purchase of Land _____ \$ _____

Planning and Design Services _____

New Construction _____ 350,177.89

Additions / Renovations _____

Repair _____

Debt Payment / Bond Payment _____

TOTAL _____ \$ _____ 350,177.89

Estimated Project Beginning Date: 1/2/2023

Est. Project Completion Date: 12/31/2023

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 350,177.89 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

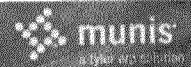
[Signature]
(Signature — Chair, County Commissioners)

Dec 5, 2022
(Date)

(Signature — Chair, Board of Education)

(Date)

Duplin County, NC



BUDGET AMENDMENTS JOURNAL ENTRY PROOF

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	AMENDED
ACCOUNT					LINE DESCRIPTION	DATE	CHANGE	BUDGET
YEAR-PER JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2023 06	3 12/06/2022			BUA 120522C	1 2			
1 4310	34323	Sheriff		GRANTNC COMM FOUNDATIONSHERIFF		12/06/2022	-2,000.00	-2,000.00
10-43-4310-0000-000-34323								
2 4310	34313	Sheriff		FED SEIZED ASSETSJUSTICE		12/06/2022	-17,802.84	-130,192.00
10-43-4310-0000-000-34313								
3 4310	34311	Sheriff		Fed Seized-Treasury		12/06/2022	-26,087.01	-26,087.01
10-43-4310-0000-000-34311								
4 4318	42983	NC GRANT DARE		DARE SUPPLIES		12/06/2022	2,000.00	2,000.00
10-43-4310-4318-000-42983								
5 4319	42984	FED SEIZED JUSTICE		PROGRAM SUPPLIESJUSTICE		12/06/2022	17,802.84	119,886.46
10-43-4310-4319-000-42984								
6 4325	42980	FED SEIZED CUSTOM		PROGRAM SUPPLIES		12/06/2022	26,087.01	30,975.25
10-43-4310-4325-000-42980								
** JOURNAL TOTAL							0.00	
YEAR-PER JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2023 06	4 12/06/2022			BUA 120522C	1 2			
1 38	39210	EPA BROWNFIELD GRANT		EPA BROWNFIELD GRANT		12/06/2022	-500,000.00	-500,000.00
38-18-4100-0000-000-39210								
2 38	41979	EPA BROWNFIELD GRANT		ADMINISTRATION		12/06/2022	7,000.00	7,000.00
38-18-4100-0000-000-41979								
3 38	41990	EPA BROWNFIELD GRANT		PROFESSIONAL SERVICES		12/06/2022	493,000.00	493,000.00
38-18-4100-0000-000-41990								
** JOURNAL TOTAL							0.00	

Duplin County, NC



BUDGET AMENDMENT JOURNAL ENTRY PROOF

CLERK: chelsey.lanier

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	LINE DESC	T-OB	DEBIT	CREDIT
2023 6	3	BUA 4310-34323	12/06/2022	120522C				GRANTNC COMM FOUNDATIONSHERIFF	5		2,000.00	
BUA 4310-34313								FED SEIZED ASSETSJUSTICE	5		17,802.84	
BUA 4310-34311								Fed Seized-Treasury	5		26,087.01	
BUA 4318-42983								DARE SUPPLIES	5	2,000.00		
BUA 4319-42984								PROGRAM SUPPLIESJUSTICE	5	17,802.84		
BUA 4325-42980								PROGRAM SUPPLIES	5	26,087.01		
JOURNAL 2023/06/3 TOTAL											00	00
2023 6	4	BUA 38-39210	12/06/2022	120522C				EPA BROWNFIELD GRANT	5		500,000.00	
BUA 38-41979								ADMINISTRATION	5	7,000.00		
BUA 38-41990								PROFESSIONAL SERVICES	5	493,000.00		
JOURNAL 2023/06/4 TOTAL											00	00



BUDGET AMENDMENT JOURNAL ENTRY PROOF

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

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

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NC SENIOR TAR HEEL LEGISLATURE

ORGANIZED BY NCSTHL

**North Carolina Senior Tar Heel
Legislature Reappointment
Application**

This form must be completed every two years by current STHL delegates and alternates seeking reappointment. Expectations are listed below. Reappointment decisions will be based on demonstrated performance and continued commitment to service.

Expectations

- Attend regional and state orientation
- Attend up to six regional meetings per year and three statewide meetings per year, which may require travel
- Participate in virtual committee meetings and information sessions (up to twice monthly)
- Provide information to county aging planning committees and participate in meetings upon request
- Participate on senior center certification site team visits (one to five times during a five-year period, depending on the number of certified centers in county)
- Respond to phone calls and emails within 3 business days
- Maintain a strong relationship with other STHL representative in the county and consult on matters requiring a vote
- Learn about the aging network, funding, and issues affecting older adults in NC by attending relevant meetings, speaking with older adults in the community, reading relevant emails, etc.
- Provides information to the public in the county on relevant issues through informational booths, group presentations, community forums, legislator forums, newspaper articles, radio shows, etc.
- Advocate with public officials regarding NCSTHL's legislative priorities on behalf of older adults
- Network with other members of the NCSTHL

Application Form

General Information

Name: Wedy Brinson

Position: ☒ Delegate ☐ Alternate

County: Duplin

Have you had any changes to your contact information? Is so, please provide new information below.

Address: _____

Email: _____

Cell Phone: _____

0337

Previous Efforts

1. Meeting attendance:

- Did you attend all scheduled regional STHL meetings? ☒ Yes ☐ No
- Did you attend all statewide general sessions (virtual and in-person)? ☒ Yes ☐ No
- If not, please list the meetings and sessions you did not attend and the reason(s) for your absence(s):

d. Did you communicate with your AAA about your challenges with attending? ☐ Yes ☐ No

e. Delegates only: If you were unable to attend meetings, did you communicate with your alternate ahead of time and ask them to attend and participate in your place? ☐ Yes ☐ No ☒ Not applicable

2. On which STHL committee(s) did you serve?

Resolutions - Chairmen
Enrichment Opportunities

3. Were you actively involved in the committee(s)? (Attended meetings, offered input, responded to emails from committee chairs, etc.)? ☒ Yes ☐ No

4. Do you feel you are a good fit for your committee(s) based on your interest and expertise? ☒ Yes ☐ No

5. Check all local efforts you made during the last term to help educate older adults in your community:

- ☒ Spoke at the senior center or with other groups of seniors
- ☐ Wrote editorials
- ☒ Informally discussed issues with other older adults
- ☒ Shared information via email or newsletters
- ☐ Other(s) (specify):

6. What efforts have you engaged in to better understand the legislative needs of older adults in your community?

- ☒ Spoken informally with older adults
- ☐ Conducted surveys(s)
- ☒ Listened to discussions of senior issues
- ☒ Hosted listening sessions with older adults in your community
- ☒ Served on additional local or state coalitions to learn more about issues
- ☒ Invited the public to contact you with concerns
- ☐ Other(s) (specify):

7. What legislative advocacy efforts have you engaged in?

- ☒ Pursued a relationship with legislative representatives
- ☒ Mailed/Emailed/texted local legislative representatives
- ☒ Visited with legislative representatives
- ☒ Presented key information to older adults and encouraged them to reach out to legislative representatives
- ☐ Sent editorials to newspapers
- ☐ Other(s) (specify):

8. If disappointed, what are a few goals you have for the next term?

Provide more + better leadership
Continue to support STHL activities

Attestation

By completing the attached application form and signing below, you attest the above is true. You commit to continue meeting the expectations of this position to the best of your ability and agree to notify the AAA if you are no longer able to do so.

SIGNATURE: *Wendy Buzar*

DATE: *10-10-2022*

Download Envelope ID: 38F93E41-88C4-42D5-ABAC-888C78E0C33E

NC SENIOR
TAR HEEL
LEGISLATURE

Legislative Information Only



North Carolina Senior Tar Heel
Legislature Reappointment
Application

This form must be completed every two years by current STHL delegates and alternates seeking reappointment. Expectations are listed below. Reappointment decisions will be based on demonstrated performance and continued commitment to service.

Expectations

- Attend regional and state orientation
- Attend up to six regional meetings per year and three statewide meetings per year, which may require travel
- Participate in virtual committee meetings and information sessions (up to twice monthly)
- Provide information to county aging planning committees and participate in meetings upon request
- Participate on senior center certification site team visits (one to five times during a five-year period, depending on the number of certified centers in county)
- Respond to phone calls and emails within 3 business days
- Maintain a strong relationship with other STHL representative in the county and consult on matters requiring a vote
- Learn about the aging network, funding, and issues affecting older adults in NC by attending relevant meetings, speaking with older adults in the community, reading relevant emails, etc.
- Provides information to the public in the county on relevant issues through informational booths, group presentations, community forums, legislator forums, newspaper articles, radio shows, etc.
- Advocate with public officials regarding NCSTHL's legislative priorities on behalf of older adults
- Network with other members of the NCSTHL

Application Form

General Information

Name: Connie B. Brinson

Position: ☐ Delegate ☒ Alternate

County: Duplin

Have you had any changes to your contact information? Is so, please provide new information below.
Address: _____

Email: _____ Cell Phone: _____

Previous Efforts

1. Meeting attendance:

- a. Did you attend all scheduled regional STHL meetings? ☐ Yes ☒ No
- b. Did you attend all statewide general sessions (virtual and in-person)? ☐ Yes ☒ No
- c. If not, please list the meetings and sessions you did not attend and the reason(s) for your absence(s):

Missed one regional meeting for Doctor appt. missed one Statewide session because driving recovering from surgery

- d. Did you communicate with your AAA about your challenges with attending? ☒ Yes ☐ No
- e. Delegates only: If you were unable to attend meetings, did you communicate with your alternate ahead of time and ask them to attend and participate in your place? ☐ Yes ☐ No ☒ Not applicable

2. On which STHL committee(s) did you serve?

Resolutions Committee
Long Term Care Committee

3. Were you actively involved in the committee(s)? (Attended meetings, offered input, responded to emails from committee chairs, etc.)? ☒ Yes ☐ No

4. Do you feel you are a good fit for your committee(s) based on your interest and expertise? ☒ Yes ☐ No

5. Check all local efforts you made during the last term to help educate older adults in your community:
- ☒ Spoke at the senior center or with other groups of seniors
- ☐ Wrote editorials
- ☒ Informally discussed issues with other older adults
- ☒ Shared information via email or newsletters
- ☐ Other(s) (specify): _____

6. What efforts have you engaged in to better understand the legislative needs of older adults in your community?

- ☒ Spoken informally with older adults
- ☒ Conducted survey(s)
- ☒ Listened to discussions of senior issues
- ☒ Hosted listening sessions with older adults in your community
- ☒ Served on additional local or state coalitions to learn more about issues
- ☒ Invited the public to contact you with concerns
- ☐ Other(s) (specify): _____

7. What legislative advocacy efforts have you engaged in?

- ☐ Pursued a relationship with legislative representatives
- ☐ Mailed/Emailed/texted local legislative representatives
- ☒ Visited with legislative representatives
- ☐ Presented key information to older adults and encouraged them to reach out to legislative representatives
- ☐ Sent editorials to newspapers
- ☐ Other(s) (specify): _____

8. If disappointed, what are a few goals you have for the next term?

*Continued to pursue our needs
Support STL Activities*

Attestation

By completing the attached application form and signing below, you attest the above is true. You commit to continue meeting the expectations of this position to the best of your ability and agree to notify the AAA if you are no longer able to do so.

SIGNATURE: Gennie B. Bunker

DATE: 12-10-2022

Digitally signed by
Melba S. Bunker/2022
DN: cn=Melba S. Bunker, o=AAA, ou=AAA, email=melba@aaa.org, c=US



NORTH CAROLINA

**ASSIGNMENT OF CONTRACT
AND AMENDMENT**

DUPLIN COUNTY

THIS ASSIGNMENT OF CONTRACT AND AMENDMENT (the "Assignment") is made effective the 10th day of September 2022, by and between McDermid Associates, Inc., a North Carolina Corporation ("Assigner"), and Duplin Planning & Development, LLC, a North Carolina Limited Liability Company ("Assignee").

WITNESSETH:

WHEREAS, Assigner desires to assign to Assignee, and Assignee desires to assume from Assigner, all rights and obligations arising under the Contract for Program Management & Technical Services (DH7 HMA-GP - DR 4825 Hurricane Mitigation - Housing Elevations), as entered between Assigner and Duplin County (hereinafter "Duplin") effective the 1st day of July 2019, inclusive of any amendments and exhibits thereto, if any (the "Contract"). The Contract is attached hereto as Attachment 1 and incorporated herein by reference.

WHEREAS, Duplin joins in the execution of this Assignment to consent to the same.

NOW, THEREFORE, in consideration of the mutual promises provided herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, Assigner, Assignee and Duplin hereby covenant and agree as follows:

1. **Assignment and Assumption of Contract.** Assigner hereby begins, sells, transfers, conveys and assigns unto Assignee, its successors and assigns all of Assigner's rights, benefits, and interests under the Contract. Assignee hereby assumes from Assigner all of Assigner's rights, benefits, and interests under the Contract.
2. **Duplin Consents.** Duplin hereby consents to the Assignment described herein.
3. **Assignment to Assignee.** Assigner currently has other contracts with Duplin which require payment of compensation in accordance with the Fee Schedule attached hereto as Attachment 2. It is hereby agreed that, pursuant to this Assignment and Amendment, Assignee will receive compensation from Duplin in accordance with the rates as set forth in Attachment 2.
4. **Indemnification and Hold Harmless.** It is hereby agreed that Assigner shall indemnify and hold Assignee harmless for any liability arising out of performance under the Contract at any time prior to the effective date of assignment as set forth above. It is further agreed that Assigner shall indemnify and hold Assignee harmless for any liability arising out of performance under the Contract at any time subsequent to the effective date of assignment as set forth above. Finally, it is agreed that Assigner and Assignee shall be jointly responsible for indemnifying and holding Duplin harmless from and against any losses or expenses - direct, indirect, or consequential - related to any dispute between them arising out of this assignment.

5. All Other Contract Terms Remain Valid. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent not inconsistent with this Assignment and Amendment. In the event there is a conflict between the Original Agreement and this Assignment and Amendment, this Assignment and Amendment shall control.

6. Governing Law. This Assignment shall be construed in accordance with and governed by the laws of the State of North Carolina and any legal action brought hereunder shall be filed in the General Courts of Justice in Duplin County, North Carolina.

7. Binding Effect. The obligations of the parties hereto shall be binding upon each of them and their respective successors, heirs, legal representatives and permitted assigns.

IN WITNESS WHEREOF, the day and year first above written.

ASSIGNOR:

McDavid Associates, Inc., a North Carolina Corporation

By: [Signature]
Richard S. Moses, President
[Print Name] [Title]

ASSIGNEE:

Insight Planning & Development, LLC, a North Carolina Limited Liability Company

By: [Signature]
C. Lane Cox, Member/Manager
[Print Name]

HEREBY CONSENTED TO BY DUPLIN COUNTY:

DUPLIN COUNTY

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

Duplin County Finance Officer

By: _____

Printed Name: _____

Title: _____

Duplin County, NC



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	383	BUA	11/17/2022	11/17/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OR		
ACCOUNT DESCRIPTION												
1	6140	43510					T					200.00
								REPAIRS	BUILDING AND GROUNDS		200.00	
2	6140	43110					T					
								TRAVEL				2,500.00
3	4910	41990					T					
								PROFESSIONAL SERVICES			2,500.00	
4	4910	43110					T					
								TRAVEL				
** JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	425	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OR
ACCOUNT DESCRIPTION												
1	5114	42370					T	INJECTABLES				5,000.00
2	5187	42600					T	OFFICE SUPPLIES				200.00
3	5111	41990					T	PROFESSIONAL SERVICES				485.19
4	5114	42980					T	PROGRAM SUPPLIES		5,000.00		
5	5187	43250					T	POSTAGE		200.00		
6	5111	44500					T	INSURANCE AND BONDS		485.19		
** JOURNAL TOTAL									0.00		0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	432	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OR
ACCOUNT DESCRIPTION												
1	5113	42370					T				1,500.00	
							INJECTABLES					

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Program ID: gicjeing

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Duplin County, NC



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	432	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OR
ACCOUNT DESCRIPTION												
2	5114	42370					T					1,500.00
								INJECTABLES				
3	5129	42013					T					800.00
								LAB PROCESSING				
4	5163	44500					T					975.00
								INSURANCE AND BONDS				
5	5184	42410					T					1,500.00
								PHARMACY				
6	5166	43910					T					86.18
								MARKETING				
7	5113	42600					T			1,500.00		
								OFFICE SUPPLIES				
8	5114	43250					T			500.00		
								POSTAGE				
9	5114	42600					T			1,000.00		
								OFFICE SUPPLIES				
10	5129	43250					T			800.00		
								POSTAGE				
11	5163	43250					T			800.00		
								POSTAGE				
12	5163	42420					T			75.00		
								IN HOUSE LAB				
13	5163	43540					T			100.00		
								SOFTWARE MAINTENANCE				
14	5164	42600					T			1,000.00		
								OFFICE SUPPLIES				
15	5164	43250					T			500.00		
								POSTAGE				
16	5166	42600					T			86.18		
								OFFICE SUPPLIES				
17	4530	43300					T					1,641.00
								UTILITIES				
18	4530	44500					T			1,641.00		
								INSURANCE AND BONDS				
** JOURNAL TOTAL										0.00		0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	434	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OR
ACCOUNT DESCRIPTION												

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Duplin County, NC



JOURNAL INQUIRY

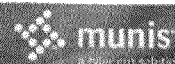
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	434	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OR		
ACCOUNT DESCRIPTION												
1	4210	41990					T				140.00	
2	4211	43520					T				13.66	
3	5820	43110					T				121.88	
4	4110	44910					T				1,671.28	
5	6130	41860					T				95.00	
6	4210	43540					T		140.00			
7	4211	44500					T		13.66			
8	5820	44500					T		12.80			
9	5820	43510					T		109.08			
10	4110	44500					T		621.49			
11	4110	46800					T		1,049.79			
12	6130	42731					T		95.00			
SALES TAXCABIN LAKE												
JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	446	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION				DEBIT	CREDIT OR
ACCOUNT DESCRIPTION												
1	5164	42410					T					500.00
2	5173	43540					T					3.41
3	5178	42980					T					200.00
4	5164	42013					T				500.00	
LAB PROCESSING												

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Program ID: gicjeinq

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Duplin County, NC



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	446	BUA	11/21/2022	11/21/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OR
ACCOUNT DESCRIPTION												
5	5173	44500					T				3.41	
6	5178	43250					T				200.00	
POSTAGE												
JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	491	BUA	11/23/2022	11/23/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OR
ACCOUNT DESCRIPTION												
1	4270	43520					T					873.15
2	4270	43300					T				838.20	
3	4270	43250					T				34.95	
POSTAGE												
JOURNAL TOTAL											0.00	0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	521	BUA	11/28/2022	11/28/2022	120522	chelsey.lanier	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OR
ACCOUNT DESCRIPTION												
1	5182	41990					T					5,844.50
2	5182	40121					T			3,500.00		
3	5182	40181					T			335.00		
4	5182	40182					T			445.00		
5	5182	40183					T			1,454.50		
6	5182	40184					T			10.00		
Life Insurance												

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Duplin County, NC



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2023	05		521	BVA	11/28/2022	120522	chelsey.lanier	1	N	Hist	2023		
LN	ORG	QTY	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT			CREDIT
ACCOUNT DESCRIPTION													
7	5182		43110				T		TRAVEL		100.00		
** JOURNAL TOTAL										0.00		0.00	
** GRAND TOTAL										0.00		0.00	

7 Journals printed

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

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Program ID: gicjelnq

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DUPLIN COUNTY ADDRESSING DEPARTMENT
205 SENIORITY ST / PO BOX 950
KENNESVILLE NC 28649
410-296-2164

DUPLIN COUNTY

ROAD NAME PETITION FOR UNNAMED ROAD

1. APPLICANT INFORMATION:
Name: Oscar S. Carmen Rivera
Address: 323 N. Maple St. Lot 7
City/State/Zip: Rose Hill, NC 28458
Telephone: Work: Home: 910-508-9144

2. MAIN INFORMATION TO (if different than applicant information):
Name: Address: City/State/Zip:

3. ROAD LOCATION: Township: Road:
Description: 201 May Bryant Rd Jack

4. PARCEL TAX ID: 09-1685

5. PROPOSED ROAD NAME: Blessing Lane
Backup Name 1: Victory Lane
Backup Name 2: John Victory Lane
(NAME SHOULD BE LESS THAN 13 LETTERS)

6. SIGNATURES OF PROPERTY OWNERS WHO ADD OR ACCESS THIS ROAD:
Land Owner Signature: Parcel:
Eduardo Pacheco
Eduardo Pacheco
Eduardo Pacheco
Carmen Rivera

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

Applicant's Signature: Carman Picard

Fire Department Approval:

Signature: [Signature]
Print or type name: Greg Carr
Department Name: Greeneville VFD

USPS Approval:

Signature: [Signature]
Print or type name: Kate Griffin
Department Name: Teahay Post Office
Date: 10/18/22



Instructions for what to do with attachments once approved:

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



Liberty Mutual Surety, Charlotte
P.O. Box 4688
Charlotte, NC 28277
(800) 785-2247 Fax: (800) 548-6575

SURETY BOND PACKAGE

Thank you for choosing Liberty Mutual Surety for your bonding business. The enclosed package is a complete set of bond documents. Please file the documents in this bond package that are required by the Obligor. Some documents may not need to be filed.

Please review the bond to ensure it is accurate - correct form, obligee, principal (contractor) details, etc. It is ultimately the responsibility of the agent and contractor to ensure the bond provided is the correct form and is properly completed. For immediate changes or corrections, please contact your Liberty Mutual Surety office listed above.

Use the following checklist to ensure the documents are properly signed and distributed.

- ☐ The principal must sign the bond as the name is printed on the bond form. If the principal is a company, any officer of the company may sign the bond.
- ☐ Doreen S Smith must sign the bond on behalf of the Surety with the name as it is printed on the bond.
- ☐ A Power of Attorney form is included in the bond package. This form should be attached to the bond and filed with the obligee.



PUBLIC OFFICIAL BOND

KNOW ALL MEN BY THESE PRESENTS:

No. **999224763**

That we **Stratton F. Stokes**

of **112 W Hill St, Kenansville, NC 28349**

(Insert Full Name [top line] and Address [bottom line] of Principal)

, as Principal and The Ohio Casualty Insurance Company

, a corporation organized and existing under the

laws of the State of **New Hampshire**

, (hereinafter called the Surety, are held and firmly bound unto **Duplin County**

PO Box 950, Kenansville, NC 28349

(Insert Full Name [top line] and Address [bottom line] of Obligor)

in the aggregate and non-cumulative penal sum of **Five Thousand Dollars And Zero Cents**

(\$5,000.00)

) DOLLARS, for the payment of which, well and truly

to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the said Principal has been elected or appointed to (or holds by operation of law) the office of **Sheriff**

for a term

beginning on **December 5, 2022** and ending on **December 5, 2026**

Now, therefore, the condition of this Obligation is such that if the said Principal shall well, truly and faithfully perform all official duties required by law of such official during the term aforesaid, then this obligation shall be void; otherwise it shall remain in full force and effect, subject to the following conditions:

First: That the Surety may, if it shall so elect, cancel this bond by giving thirty (30) days notice in writing to **Duplin County**

PO Box 950, Kenansville, NC 28349

and

this bond shall be deemed canceled at the expiration of said thirty (30) days, the Surety remaining liable, however, subject to all the terms, conditions and provisions of this bond, for any act or acts covered by this bond which may have been committed by the Principal up to the date of such cancellation; and the Surety shall, upon surrender of this bond and its release from all liability hereunder, refund the premium paid, less a pro rata part thereof for the time this bond shall have been in force.

Second: That the Surety shall not be liable hereunder for the loss of any public moneys or funds occurring through or resulting from the failure of, or default in payment by, any banks or depositories in which any public moneys or funds have been deposited, or may be deposited, or placed to the credit, or under the control of the Principal, whether or not such banks or depositories were or may be selected or designated by the Principal or by other persons; or by reason of the allowance to, or acceptance by the Principal of any interest on said public moneys or funds, any law, decision, ordinance or statute to the contrary notwithstanding.

Third: That the Surety shall not be liable for any loss or losses, resulting from the failure of the Principal to collect any taxes, licenses, fees, assessments, etc., with the collection of which he may be chargeable by reason of his election or appointment as aforesaid.

SIGNED, SEALED and DATED **November 28, 2022**

Stratton F. Stokes

The Ohio Casualty Insurance Company



By: **Doreen S Smith**

Attorney-in-Fact

OATH OF OFFICE

STATE OF NORTH CAROLINA

County of DUPLIN } SS

I, _____, do solemnly swear (or affirm) that I will support, protect and defend the Constitution of The United States and the Constitution of the State of _____ and that I will discharge the duties of my office of _____ with fidelity; that I have not

paid or contributed, or promised to pay or contribute, either directly or indirectly, any money or other valuable thing to procure any nomination or election (or appointment), except for necessary and proper expenses expressly authorized by law; that I have not knowingly violated any election law of this State, or procured it to be done by others in my behalf; that I will not knowingly receive, directly or indirectly, any money or other valuable thing for the performance or non-performance of any act or duty pertaining to my office than the compensation allowed by law. So help me God.

Sworn to and subscribed before me this _____ day of _____, _____



Liberty Mutual SURETY

The Ohio Casualty Insurance Company
POWER OF ATTORNEY

This Power of Attorney limits the acts of those named herein, and no authority to bind the Company except in the manner and to the extent herein stated.

Principal: Stanton F. Stokes
Agency Name: CALITON INSURANCE AGENCY, INC.
Office: Duplin County
Bond Amount: \$5,000.00 } Five Thousand Dollars And Zero Cents

Bond Number: 999221763

KNOW ALL PERSONS BY THESE PRESENTS: that The Ohio Casualty Insurance Company, a corporation duly organized under the laws of the State of Ohio (hereinafter referred to as the "Company"), pursuant to and by authority herein set forth, does hereby create, constitute and appoint Thomas S. Padella, its sole and lawful attorney-in-fact, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as the act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Company as if they have been duly signed by the president and attested by the secretary of the Company in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or officers of the Company and the corporate seal of the Company has been affixed thereto this 28th day of September, 2018.

The Ohio Casualty Insurance Company



By: David M. Casey
David M. Casey, Assistant Secretary

STATE OF PENNSYLVANIA, ss
COUNTY OF MONTGOMERY

On this 28th day of September, 2018, before me personally appeared David M. Casey, who acknowledged himself to be the Assistant Secretary of The Ohio Casualty Insurance Company and that he, as such, being authorized so to do, executed this foregoing instrument for the purposes therein contained by signing on behalf of the corporation by himself as duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal at Pymouth Meeting, Pennsylvania, on the day and year first above written.



Commission of Pennsylvania, Notary Seal
Theresa Padella, Notary Public
My commission expires March 28, 2025
Notary, Pennsylvania Association of Notaries

By: Thomas Padella
Thomas Padella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-law and Authorizations of The Ohio Casualty Insurance Company, which is now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitations as the Chairman or the President may prescribe, shall appoint such attorney-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Casey, Assistant Secretary to sign such attorney-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that heretofore or mechanically reproduced signatures or electronic signatures of any assistant secretary of the Company or heretofore or mechanically reproduced or electronic seal of the Company, whenever appearing upon a certified copy of any power of attorney or bond issued by the Company in connection with surety bonds, shall be as binding upon the Company with the same force and effect as though manually affixed.

I, Thomas C. Llewellyn, the undersigned, Assistant Secretary, of The Ohio Casualty Insurance Company do hereby certify that this power of attorney executed by said Company is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said Company this 28th day of November, 2023.



By: Thomas C. Llewellyn
Thomas C. Llewellyn, Assistant Secretary

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

NORTH CAROLINA
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
MEMORANDUM OF AGREEMENT

2881

DUPLIN COUNTY LIBRARIES

This Agreement is hereby made between the North Carolina Department of Natural and Cultural Resources (hereinafter referred to as "Department"), on behalf of the State Library of North Carolina, 109 East Jones Street, Raleigh, NC, 27601 (hereinafter referred to as "State Library"), and Duplin County Libraries, 107 Bowden Drive, Kenansville, North Carolina 28349, laura.jones@duplincountync.com (hereinafter referred to as "Contractor" and together with "Department", the "Parties").

WITNESSETH

WHEREAS, the Department desires to engage the Contractor to perform the services hereinafter described;

THEREFORE, the Department and Contractor do mutually agree, and Contract as follows:

1. **Contractual Status:** The Department and Contractor agree that the Contractor shall perform the services required of the Contractor herein set forth, provided that the Contractor is not and will not by virtue of this contract acquire the status of an employee of the Department.
2. **Time of Performance:** The effective date of this Agreement is November 1, 2022, or upon final signature by all Parties, whichever is later, and ends October 16, 2023.
3. **Time of Essence:** Time is of the essence in performing all activities regarding this Agreement.
4. **Background:** The Department received a subaward for \$650,000.00 from the Governor's Emergency Education Relief Fund (GEER) for the State Library to develop and distribute digital literacy resources for students and families statewide, as recommended by the Andrea Harris Task Force. The Andrea Harris Task Force has designated the funding for this project to address the digital divide by equipping three to eight local North Carolina library systems with support for implementing a customized digital inclusion program using the digital readiness kit (previously developed by the State Library) and technology incentives to recruit participants to increase the impact of the program. The goal of this project is to expand digital inclusion and promote an accessible digital literacy toolkit that educates students and caregivers on the digital literacy skills that are critical to remote learning and workforce opportunities.
5. **Scope of Services:**
Contractor shall:
 - A. Utilizing the Digital Literacy Toolkit created by the State Library, design and implement a program to increase digital inclusion and digital literacy in their library's service area, focusing on students and their families.

- B. Employ a Digital Navigator to provide one-on-one and group support around access, technology, and digital literacy.
 - C. Address barriers, such as lack of transportation.
 - D. Provide program participants with devices and options for home internet access.
 - E. Purchase supplies necessary to support instruction activities.
 - F. Purchase devices, hotspots and data plans and supplies needed to implement a digital inclusion/digital literacy program.
 - G. Ensure that devices that access the internet (hotspots, Chromebooks, laptops) include filtering per CIPA guidance.
 - H. Promptly notify the Contract Administrator of any key staffing changes including Library Director and/or Project Manager.
 - I. Track performance metrics as specified by the State Library and participate in any other evaluation activities as requested by the State Library.
 - J. Provide to the Contract Administrator no later than the 10th day of each month a report that includes information about performance metrics, people served, and activities via the online report form: https://s25.forms.site.com/statelibrarync/GEER_project_status/index.html.
 - K. Submit to Contract Administrator reimbursement requests for previous month's expenses no later than the 5th day of each month, using the invoice template provided by the Contract Administrator, and including documentation of all expenditures in PDF format.
 - L. Complete all program activities no later than September 30, 2023.
- State Library will:
- A. Provide access to the Homework Gap Digital Literacy Toolkit.
 - B. Provide training support for Contractor staff.
 - C. Assist the Contractor as appropriate and necessary with the implementation of this project.
 - D. Provide monitoring and oversight through a combination of periodic emails, calls, and review of reimbursement requests and reports.
 - E. Report on this project to the North Carolina Pandemic Recovery Office (NC PRO) and the North Carolina Office of State Budget and Management (NC OSBM) in accordance with applicable federal and state requirements.
 - F. Coordinate required evaluation activities.
 - G. Serve as liaison between participating libraries and the State Government entities that administer these funds.
 - H. Provide access to Northstar Digital Literacy training platform.

1. Monitor spending of this allotment to ensure funds are obligated for allowable costs by September 30, 2023. On or around April 1, 2023, the Contract Administrator and/or NC Pro will assess the Contractor's expenditures and obligation of funds; any portion of the allotment likely to go unused may be reallocated at the discretion of the Governor.

6. **Compensation:**

Contractor may invoice Department monthly as allowable expenses are incurred for staffing and program implementation. Contractor may submit a final invoice no later than October 16, 2023. The total amount of this Agreement shall not exceed \$74,375.00.

7. **Allowable Expenses:** Allowable expenses that the Contractor may invoice the Department for include costs to develop, distribute, and promote an accessible digital literacy program that educate students and caregivers on digital literacy skills that are critical to remote learning and workforce opportunities. Cost may include:

- Direct Personnel Costs (Salary and benefits)
 - Hire digital navigators to provide one-on-one and group support around access, technology, and digital literacy, OR
 - Hire temporary staff to be employed to cover the duties of existing full-time personnel while the full-time person provides one-on-one and group support around access, technology, and digital literacy.
- Expenses that address barriers such as:
 - Lack of transportation.
 - Language barriers (translation services).
 - Location and timing of classes/sessions.
- Devices and options for home internet access, such as Chromebooks, peripherals, cords, hotspots, and service fees for data plans for the duration of the grant period.
- Supplies necessary to support instruction activities, such as paper for handouts, printed marketing materials, postage, markers, and easel pads.
- Travel and/or training expenses related to the project for project staff, including subsistence.

8. **Unallowable Expenses:** Unallowable expenses include, indirect costs, executive compensation, food and any supplies used to serve food such as paper plates, napkins, cups, etc. and gift cards.

9. **Amendments:** No written or verbal changes and no substitutions are permitted without prior approval from DNCR Director of Procurement Cynthia Arnes (cynthia.arnes@ncdcr.gov, 919-814-6728). This Agreement shall not be amended orally or by performance, but only by written amendments duly executed by the Parties.

10. **Invoices:** Payment under this Agreement will be made upon receipt of an original invoice with the Contractor setting forth the amount due and payable pursuant to Paragraph 6

(Compensation) of this Agreement. It is the responsibility of the Department to determine the accuracy of the invoices and actual performance of the project. All invoices shall be submitted via mail or email to:

Mailing Address: Accounts Payable

North Carolina Department of Natural and Cultural Resources
4605 Mail Service Center
Raleigh, NC 27699-4605

Email Address: DNCRAccountsPayable@ncdcr.gov

Amended or corrected invoices must be received by the Department within six months after the end of the contract period. Invoices received more than six months after the end of the contract period will be returned without action.

11. **Payment Terms:** Payment terms are not later than thirty (30) days after receipt of correct invoice(s) or acceptance of services, whichever is later, or in accordance with any special payment schedule identified in this Agreement.

Payment Address (where invoice payments will be mailed)	
Organization Name	Duplin County Libraries
Mailing Address	107 Bowden Drive
City	Kenansville, NC 28349

12. **Availability of Funds:** All terms and conditions of this Agreement are dependent upon and subject to the allocation of funds for the purposes set forth and the Agreement shall automatically terminate if funds cease to be available.

13. **Agreement Administrators:**
Agreement Administrators for DNCR:

For All Day-To-Day Activities Described in Scope of Work	For All Other Contract Issues
Susan Forbes Assistant State Librarian State Library of North Carolina NC Dept. of Natural and Cultural Resources 4640 Mail Service Center Raleigh, NC 27689-4640 Phone: 919-814-6786 susan.forbes@ndcr.gov	Cynthia Armes Director of Procurement Administrative Services NC Dept. of Natural and Cultural Resources 4605 Mail Service Center Raleigh, NC 27689-4605 Phone: 919-814-6728 E-Mail: cynthia.ames@ndcr.gov

Contractor Agreement Administrator for Contractor:

Primary Contact or Project Manager	
Name	Laura C. Jones
Title	Director
Organization Name	Duplin County Libraries
E-mail address	laura.jones@duplincountync.com
Mailing address	107 Bowden Drive Kenansville, NC 28349
City	

14. **State Property:** The Contractor shall be responsible for the custody and care of any property furnished for use in connection with the performance of this Agreement and shall reimburse the Department for any loss or damage to said property. The Contractor further agrees not to release any information concerning the Department or its clients provided to him without the express written approval of the Department, that all such information is and shall remain confidential, and all reports and other documents prepared pursuant to this Agreement shall become the property of the Department and not released by the Contractor without the written approval of the Department.

15. **Compliance with Laws:** The Contractor shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.

16. **Advertising:** This Agreement shall not be used for any advertising by the Contractor.

17. **Governing Law:** This Contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina.

18. **Situs:** The place of this contract, its situs and forum, shall be North Carolina, where all matters, whether sounding in contract or tort, relating to is validity, construction, interpretation and enforcement shall be determined.

19. **Key Personnel:** The Contractor shall not substitute key personnel assigned to the performance of this contract without prior written approval by the Department's Contract Administrator.

20.

Performance and Default: If, through any cause, the Contractor shall fail to fulfill in timely and proper manner the obligations under this Agreement, the Department shall thereupon have the right to terminate this contract by giving written notice to the Contractor and specifying the effective date thereof. In that event, all finished or unfinished deliverable items under this contract prepared by the Contractor shall be delivered to the Department, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials. Notwithstanding, the Contractor shall not be relieved of liability to the Department for damages sustained by the Department by virtue of any breach of this Agreement, and the Department may withhold any payment due the Contractor for the purpose of setoff until such time as the exact amount of damages due the Department from such breach can be determined. The authority to determine such damages lies with the North Carolina Industrial Commission pursuant to NCGS 143-291.

In case of default by the Contractor, the Department may procure the services from other sources.

Upon the entering of a judgment of bankruptcy of insolvency by or against the Contractor, the Department may terminate this contract for cause.

Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, pandemic, epidemic, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

21. **Termination:** The Department may terminate this Agreement at any time by giving thirty (30) days' notice in writing from the Department to the Contractor. In that event, all finished or unfinished deliverable items prepared by the Contractor under this contract shall be delivered to the Department and become its property. If the contract is terminated by the Department, as provided herein, the Contractor shall be paid for services satisfactorily completed, less payment or compensation previously made.

22. **Termination for Cause:** If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner the obligations under this Agreement, the Department shall hereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least one (1) day before the effective date of termination.

23. **Confidentiality:** Any information or documents given to, prepared by or assembled by the Contractor under this Agreement shall be kept confidential and not disclosed without the prior written approval of Department.

24. **Care of Property:** The Contractor agrees that it shall be responsible for the proper custody and care of any property furnished it for use in connection with the performance of this contract or purchased by it for this contract and will reimburse the State for loss of damage of such property.

25. **Copyright:** No deliverable items produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Contractor. Notwithstanding the foregoing, the Parties shall retain ownership rights to any copyrighted works developed independently under this agreement in accordance with U.S. copyright law.

26. **Publications:** The Contractor shall furnish the Department a copy of any proposed publication or public disclosure at least sixty (60) days in advance of the proposed publication date to allow for the protection of the Department's confidential information. The Contractor shall remove the Department's confidential information as described in Paragraph 21, Confidentiality, above, prior to publication or presentation unless the department expressly approves the disclosure of said confidential information in writing.
27. **Access to Persons and Records:** The State Auditor and the using agency's internal auditors shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the Contractor of the contract to verify accounts and data affecting fees or performance). The Contractor shall retain all records for a period of three (3) years following completion of the contract.
28. **Inherent Services:** If any services, deliverables, functions or responsibilities not specifically described in the Contract are required for the proper performance, provision, and delivery of the services and deliverables (including, without limitation, the hardware, software, tangibles, and intangibles required hereunder) to be delivered by Vendor pursuant to the Contract (the "Solution"), or are an inherent part of or necessary sub-task included within the Solution, they will be deemed to be implied by and included within the scope of the Solution to the same extent and in the same manner as if specifically described in the Contract. Unless otherwise expressly provided in the Contract, Vendor will furnish all necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary to provide the Solution to be delivered by Vendor.
29. **Assignment:** This Agreement or any interest therein shall not be assigned or transferred by the Contractor. No assignment of the Contractor's obligations nor the Contractor's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the Department may:
- Forward the Contractor's payment check(s) directly to any person or entity designated by the Contractor, or
 - Include any person or entity designated by Contractor as a joint payee on the Contractor's payment check(s). In no event shall such approval and action obligate the Department to anyone other than the Contractor and the Contractor shall remain responsible for fulfillment of all contract obligations.
30. **Affirmative Action:** The Contractor shall take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin, age, sexual orientation, or disability.
31. **Entire Agreement:** This Contract and any documents incorporated specifically by reference represent the entire Agreement between the parties and supersede all prior oral or written statements or agreements.

- All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.
32. **General Indemnity:** The Contractor shall hold and save the Department, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses, with the exception of consequential damages, accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Contractor in the performance of this Agreement. The Contractor represents and warrants that it shall make no claim of any kind or nature against the Department's agents who are involved in the delivery or processing of Contractor goods to the Department. The representation and warranty in the preceding sentence shall survive the termination or expiration of this contract.
33. **Sovereign Immunity:** Notwithstanding any other term or provision in The Contract, nothing herein is intended nor shall be interpreted as waiving any claim or defense based on the principle of sovereign immunity or other State or federal constitutional provision or principle that otherwise would be available to the State under applicable law.
34. **Gift Ban:** In accordance with N.C.G.S. § 133-32, it is unlawful for any vendor or contractor to make gifts or to give favors to any State employee of the Department. This prohibition covers those vendors and contractors who: (1) have a contract with a governmental agency, (2) have performed under such a contract within the past year, or (3) anticipate bidding on such a contract in the future.
35. **Contract Documents:** The Contract shall consist of the following documents in order of precedence:
- Amendments to this Contract, if any
 - This Contract
- In the event of a conflict between or among the terms of the Contract Documents, the term in the Contract Document with the highest precedence shall prevail. Amendments to the Agreement (if any) shall have the highest precedence, the Contract shall have the second highest precedence. These documents shall constitute the entire agreement between the parties and supersede all other prior oral or written statements or agreements.

Signature Page begins on the next page.

The remainder of this page is intentionally blank.

SIGNATURE PAGE

IN WITNESS WHEREOF, Contractor and the Department have each executed this Agreement.
DUPLIN COUNTY LIBRARIES

Laura C. Jones Director	Date
STATE LIBRARY OF NORTH CAROLINA	

Michelle Underhill Director	Date
NORTH CAROLINA DEPARTMENT OF NATURAL AND CULTURAL RESOURCES	
APPROVED FOR ADMINISTRATION	

Staci T. Meyer Chief Deputy Secretary	Date
APPROVED AS TO AVAILABILITY OF FUNDS	
4602 532199 2659 T02	

Joshua Davis Chief Financial Officer	Date
APPROVED FOR CONTRACT	

Cynthia Ammes Director of Procurement	Date
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November 16, 2022

ECF Funding Commitment Decision Letter
2022

Contact Information: Laura C. Jones DUPLIN CO-DOROTHY WIGHTMAN LIB BOWDEN & SEMINARY STS KENANSVILLE NC 28349 laura.jones@duplincountync.com	ECF FCC Form 471: ECF202206464 BEN: 126991 Obligation File: 12 Application Nickname: Duplin Connects 22
--	--

Totals	
Total Committed	\$316,468.93

What is in this letter?

Thank you for submitting your Emergency Connectivity Fund (ECF) funding application. Attached to this letter, you will find the funding statuses for the ECF FCC Form(s) 471, Services Ordered and Certification Form, referenced above.

The Universal Service Administrative Company (USAC) is sending letters to both the associated applicant and the service provider(s) so that you can work together to complete the funding process.

Next Steps

Submit Requests for Reimbursement to the Emergency Connectivity Fund (ECF) Portal.¹ The Commission in the Emergency Connectivity Fund Report and Order provided two ways for applicants to be able to invoice for eligible equipment and services through the Emergency Connectivity Fund Program.² Applicants and service providers, who agree to invoice on behalf of the applicant(s), are allowed to submit ECF Program requests for reimbursement.

¹ The Emergency Connectivity Fund Report and Order directed USAC to make the invoicing system available 15 days after the issuance of the first wave of commitments for the Emergency Connectivity Fund Program. Establishing the Emergency Connectivity Fund to Close the Homework Gap, WCC Docket No. 21-48, Report and Order, FCC 21-86, para. 98 (rel. May 11, 2021) (Emergency Connectivity Fund Report and Order). If your funding commitment was released as part of the first wave, you may need to wait 15 days prior to submitting your request for reimbursement. USAC will announce when the invoicing system is available and requests for reimbursement can be submitted.

² Emergency Connectivity Fund Report and Order, at para.98.



BEN Name: DUPLIN CO-DOROTHY
WIGHTMAN LIB
BEN: 128991

ECF FCC Form 471: ECF202206464
Obligation File: 12

ECF Funding Commitment Decision Overview

2022

Funding Commitment Decision Overview

Funding Request Number (FRN)	Service Provider Name	Amount Requested	Amount Committed	Status
ECF2290010099	Premier Wireless Business Technology Solutions	\$321,868.75	\$166,468.93	Funded
ECF2290014321	T-Mobile USA, Inc.	\$0.00	\$150,000.00	Funded



DUPLIN COUNTY CENTER

Duplin County Center
PO Box 949
Kenansville, NC 28949

Website: <http://duplin.ces.ncsu.edu>
Duplin County Center-NCCE Facebook: <https://go.ncsu.edu/jgnc9a>
4-H Facebook: <https://go.ncsu.edu/ongapco>

Phone : 910.296.2143
Fax: 910.296.2191

A Review of October 2022



Notes from the Director

Amanda Hatcher

- Attended movie screening - A Hog Farmer, and assisted with setup
- Attended county department head meetings
- Helped with county fair entry take in and release, and arranged for judging
- Assisted as interim CED in Onslow County, and implemented an office space move for the staff

Livestock

Amanda Hatcher, Livestock and Forages

- Picked up animal waste books
- Planned upcoming animal waste classes
- Assisted 13 farmers in nutrient management, 2 farmers in crop management, and 6 farmers in farm management
- Face-to-face contacts: 430, Non face-to-face contacts: 1,600

Livestock

Jessica Hall, Livestock and Forages

- Attended State Extension Conference in Greensboro, NC
- Hosted Duplin County Carpenters Association Meeting and Coastal Carolina Cattle Alliance Board of Directors Meeting
- Assisted with entry take-in for the Duplin County Agribusiness Fair
- Hosted Open Arena sessions at the Livestock Facility for horse enthusiasts
- Assisted with NC State Fair Open Cattle Show
- Coordinated a Petting Zoo for the Duplin County Partnership for Children's Fall Festival Fundraiser. Huge thanks to Don Stroud, Angela Maynard, and Tonia and Aileen Burger for providing animals!
- Hosted a Bull Breeding Soundness Exam Clinic at the Livestock Facility. Thanks to Dr. Harrison Dudley of Kinston for conducting the exams.
- Face-to-face contacts: 1,967, Non face-to-face: 7,146

Field Crops

Della King, Field Crop Agent

- Assisted with Duplin County Agribusiness Fair exhibit entry and release
- Assisted Growers as requested
- Assisted Sampson County with Field Crops
- Served as a judge for the Onslow County Fair
- Attended Extension State Conference, Grains Agronomic Team Zoom Meeting, and the NCACAA State Board Meeting, via zoom and in person
- Prepared for CCA
- Face-to-face contacts: 35, Non face-to-face contacts: 72

Britt Building Monthly Usage	October
Total number of events:	33
Total attendance for the events:	4,215
Public events:	32
Private events:	1

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

Horticulture **Tom Hoza, Horticulture**

- October was a big month.
- We had a great county fair with 100's of entries. Horticulture, baked goods and canned goods had the most entries. Thousands of dollars of prize money were awarded to the best entries.
- 20 people learned how to grow Oyster Mushrooms at home and were given starter kits with spawn to take home.
- Beekeepers learned about overwintering bees at their monthly meeting.
- Friends of Horticulture had a program on growing Dahlias from seed.
- Face-to-face contacts: 200, Non face-to-face contacts: 1,700

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

- Visited farmers to assist them with their risk management plan and do a follow-evaluation survey
- Attended Extension Annual Conference and the Extension Disaster Education Network Conference
- Assisted with Duplin County Agribusiness Fair exhibit entry
- Participated in the 4th Friday NCAT Virtual Faculty Staff meeting
- Completed flyer information on upcoming Oyster Mushroom workshop.
- Held hands-on workshop training on how to grow Oyster Mushrooms in bags
- Face-to-face contacts: 12, Non face-to-face contacts: 6,025

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

- Held an Oyster Mushroom workshop in Duplin County
- Assisted with Duplin County Agribusiness Fair exhibit entry
- Assisted a homeowner with insect identification
- Assisted a grower with registration for pesticide exam
- Assisted a grower with soil sample collection
- Taught a class on sprayer calibration at James Sprunt Community College
- Face-to-face contacts: 430, Non face-to-face contacts: 1,600

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

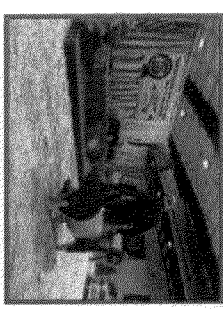
- Attended 2022 State Extension Conference in Greensboro.
- Attended 2022 NAE4-HYDP Annual Conference in Madison, Wisconsin. Recognized as the Southern Regional Winner for The Beyond Youth Leadership Award at the Southern Regional Brunch. (picture right)
- Led monthly teen leadership group. Teens worked on fair entries for the Duplin Agribusiness Fair.
- Visited and assisted 4-H after school sites on fair entries to enter in the Duplin Agribusiness Fair, with a total of 62 after school youth entered items in the fair.



- Assisted with Duplin Agribusiness Fair exhibit entry and return
- Participated in the Annual Trunk or Treat held at the Duplin Events Center (picture left)

Chamae Kendall, 4-H Agriculture/Livestock Program Assistant

- Attended county staff updates, 4-H updates and trainings, reports, and State Extension updates, in person and via Zoom.
- Face-to-face contacts: 748, Non face-to-face contacts: 2,494



- Attended Extension State Conference in Greensboro.
- Assisted 13 Duplin youth with projects at the NC State Fair.
- Congratulations to our own Connor Kennedy for having his home-raised hog win Supreme Champion! (picture left)
- Prepared for the November Down East Chicken Show to be held November 5 at the Livestock Facility.
- Promotional booth at the Duplin County Special Needs Baseball Awards Program



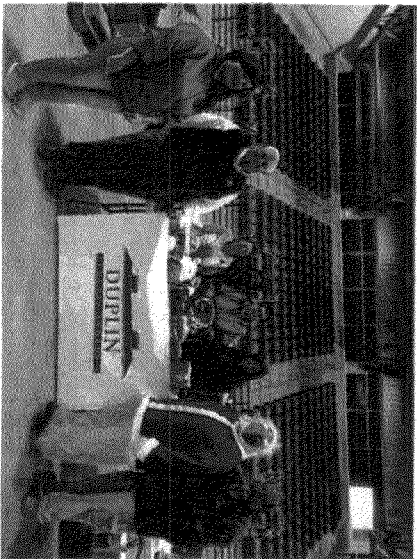
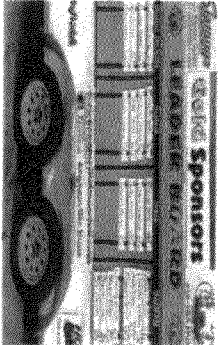
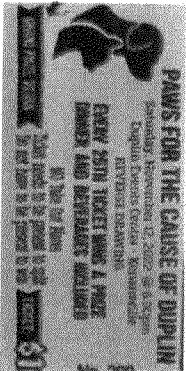
Jasmine Williams, 4-H Prevention Coordinator

- Attended coalition/collaborative meetings - JCP, JCP, Risk and Needs sub-committee meeting.
- Started Prevention Education at B.E. Grady Elementary School with 3rd grade students - Curriculum is Too Good for Drugs, Grade 3 - Monday, Wednesday and Thursday of each week 1:45-2:30
- 105 students participating
- Continued monthly STNAR/Merchant Education activities in Duplin, Sampson, and Wayne counties.

Duplin Events Center

November 28, 2022

- Amanda Pope together for the Down-Home Duplin “Falling into Fall” Festival. This event was to raise money to help feed the children of Duplin County for Thanksgiving. With the money that was raised and the Donations we raised \$10,000.00, and was able to make 100 food boxes for the families that participate in the backpack buddies through the school system. We passed out the food boxes on November 23rd.
- November 12th Paws for the Cause had their event
- November 18th - 19th Big Buck Round-up had their event
- November 22nd Duplin County Health Dpt. Had their annual Thanksgiving food drive



OCTOBER 2022 BUDGET VS. ACTUAL

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	AVAILABLE BUDGET	% USED
REVENUE 10 GENERAL FUND	-66,747,907.00	-72,493,960.42	-37,132,336.84	-35,361,624.58	53%
EXPENSE 10 GENERAL FUND	66,747,907.00	72,493,960.42	19,423,417.58	40,861,505.85	27%
REVENUE 19 EMERGENCY TELEPHONE	-281,541.00	-281,541.00	-52,743.49	-228,797.51	19%
EXPENSE 19 EMERGENCY TELEPHONE	281,541.00	281,541.00	30,111.55	187,587.45	11%
REVENUE 21 CAPITAL RESERVE (55.1 FUND)	0.00	0.00	-10,372.60	10,372.60	NDV/01
EXPENSE 21 CAPITAL RESERVE	0.00	0.00	0.00	0.00	NDV/01
REVENUE 22 SCHOOL CAPITAL (COUNTY CAPITAL RESERVE FUNDING)	-3,154,273.00	-3,405,174.90	-342,373.18	-3,062,801.72	10%
EXPENSE 22 SCHOOL CAPITAL	3,154,273.00	3,405,174.90	999,064.70	2,406,110.20	28%
REVENUE 23 OPBOD SETTLEMENT (SALES TAX REVENUE FOR PUBLIC SCHOOL CAPITAL)	0.00	0.00	-107,252.73	107,252.73	NDV/01
EXPENSE 23 OPBOD SETTLEMENT (NATIONAL OPBOD SETTLEMENT FOR LOCAL GOVERNMENTS)	0.00	0.00	0.00	0.00	NDV/01
REVENUE 24 AUTOMATION PRESERVATION	-19,500.00	-19,500.00	-7,200.64	-12,299.36	37%
EXPENSE 24 AUTOMATION PRESERVATION	19,500.00	19,500.00	591.89	18,908.11	3%
REVENUE 25 PROPERTY REVALUATION	-476,629.00	-476,629.00	-2,812.40	-473,816.60	1%
EXPENSE 25 PROPERTY REVALUATION	476,629.00	476,629.00	123,466.55	293,141.44	26%
REVENUE 26 ECONOMIC DEVELOPMENT (REAPPAQAL RESERVE G.S. § 153A-150)	0.00	0.00	-31,692.23	31,692.23	NDV/01
EXPENSE 26 ECONOMIC DEVELOPMENT (COMMUNITY DEVELOPMENT LOANS)	0.00	0.00	0.00	0.00	NDV/01
REVENUE 27 SCHOOL PLANNING ALLOCATION	0.00	0.00	762,538.50	-762,538.50	NDV/01
EXPENSE 27 SCHOOL PLANNING ALLOCATION	0.00	0.00	0.00	0.00	NDV/01
REVENUE 28 FINE TAX (LOTTERY FUNDING FOR PUBLIC SCHOOL CAPITAL)	-3,275,446.00	-3,275,446.00	-1,242,347.92	-2,033,098.08	38%
EXPENSE 28 FINE TAX	3,275,446.00	3,275,446.00	1,684,068.30	1,591,377.70	51%
REVENUE 29 TOURISM	-274,029.00	-274,029.00	-76,298.24	-197,730.76	28%
EXPENSE 29 TOURISM	274,029.00	274,029.00	64,381.70	209,647.30	23%
REVENUE 30 DEBT SERVICE (DEBT SERVICE FUND FOR GENERAL GOVERNMENT FUNDS)	-4,575,465.00	-4,575,465.00	-935,324.34	-3,640,140.66	20%
EXPENSE 30 DEBT SERVICE	4,575,465.00	4,575,465.00	1,617,075.21	2,958,389.79	35%
REVENUE 31 GRANT PROJECTS	-136,500.00	-136,500.00	-46,201.77	-90,298.23	63%
EXPENSE 31 GRANT PROJECTS	136,500.00	136,500.00	635,466.13	-735,991.63	466%
REVENUE 32 AMERICAN RESCUE PLAN FUNDS (GRANT PROJECTS NOT TIED TO A CAPITAL PROJECT)	-9,275,301.93	-9,275,301.93	-9,382.92	-9,265,919.01	0%
EXPENSE 32 AMERICAN RESCUE PLAN FUNDS	9,275,301.93	9,275,301.93	9,311,177.02	-35,875.09	100%
REVENUE 33 COMMUNITY DEVELOPMENT	0.00	0.00	0.00	0.00	NDV/01
EXPENSE 33 COMMUNITY DEVELOPMENT	0.00	0.00	0.00	0.00	NDV/01
REVENUE 37 Soil & Water Grant Projects	0.00	-2,656,157.00	-1,000,000.00	-1,656,157.00	0%
EXPENSE 37 Soil & Water Grant Projects	0.00	2,656,157.00	0.00	2,656,157.00	0%
REVENUE 38 EVA BROWNFIELD GRANT	0.00	0.00	0.00	0.00	NDV/01
EXPENSE 38 EVA BROWNFIELD GRANT	0.00	0.00	336.06	-336.06	NDV/01
REVENUE 42 INDUSTRIAL EXPANSION	0.00	0.00	-91.58	91.58	NDV/01
EXPENSE 42 INDUSTRIAL EXPANSION	0.00	0.00	561.00	-561.00	0%
REVENUE 43 TRANSPORTATION CAPITAL PROJECTS (ECONOMIC DEVELOPMENT GRANT PROJECT FUND)	0.00	-3,180,566.00	-3,74	-3,180,562.26	0%
EXPENSE 43 TRANSPORTATION CAPITAL PROJECTS	0.00	3,180,566.00	159,597.29	3,003,454.71	0%
REVENUE 44 AIRPORT CAPITAL (TRANSPORTATION CAPITAL PROJECTS)	0.00	0.00	-631,333.49	631,333.49	NDV/01
EXPENSE 44 AIRPORT CAPITAL	0.00	0.00	13,531.80	-13,531.80	NDV/01

OCTOBER 2022 BUDGET VS. ACTUAL

ACCOUNT DESCRIPTION	ORIGINAL APPROX	REVISED BUDGET	YTD ACTUAL	AVAILABLE BUDGET	% USED
REVENUE 46 CAPITAL PROJECTS	-500,000.00	976,702.00	-1,560,686.17	563,984.17	160%
EXPENSE 46 CAPITAL PROJECTS (NON ENTERPRISE CAPITAL PROJECTS)	971,202.00	976,702.00	548,020.71	-78,047.24	56%
REVENUE 46 WATER CAPITAL	0.00	-2,014,237.00	0.00	-2,014,237.00	0%
EXPENSE 46 WATER CAPITAL	0.00	2,014,237.00	0.00	2,014,237.00	0%
REVENUE 61 WATER	-3,098,143.00	-5,112,380.00	-1,464,023.56	-3,648,356.44	29%
EXPENSE 61 WATER	3,098,143.00	5,112,380.00	524,131.54	4,587,621.16	10%
REVENUE 62 WATER DEBT SERVICE	-982,719.00	-982,719.00	0.00	-982,719.00	0%
EXPENSE 62 WATER DEBT SERVICE	982,719.00	982,719.00	0.00	982,719.00	0%
REVENUE 64 TRANSPORTATION	-1,243,542.00	-1,243,542.00	-232,133.78	-1,011,408.22	19%
EXPENSE 64 TRANSPORTATION	1,243,542.00	1,243,542.00	279,851.41	916,642.50	23%
REVENUE 65 AIRPORT	-972,220.00	-972,220.00	-480,666.36	-491,556.64	49%
EXPENSE 65 AIRPORT	972,220.00	972,220.00	512,856.92	334,928.38	53%
REVENUE 66 SOLID WASTE	-4,090,542.00	-4,193,484.00	-1,777,773.95	-2,415,710.45	42%
EXPENSE 66 SOLID WASTE	4,090,542.00	4,193,484.00	1,136,341.61	1,752,134.79	27%
REVENUE 69 INSURANCE	-6,222,852.00	-6,222,852.00	-1,700,388.18	-4,522,463.82	27%
EXPENSE 69 INSURANCE	6,222,852.00	6,222,852.00	2,120,093.28	4,102,758.72	34%
REVENUE REVENUES	-105,324,609.93	-121,768,096.25	-46,883,495.71	-72,987,623.27	
EXPENSE EXPENDITURES	105,797,811.93	121,768,096.25	39,926,740.75	76,220,578.96	

FY 2023
SALES TAX REPORT FOR THE PURCHASE MONTH OF AUGUST RECEIVED IN NOVEMBER

ARTICLE 39					
PURCHASE MONTH	DISTRIBUTION MONTH	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	FY 20 ACTUAL
JULY	OCTOBER	460,818.32	457,573.41	427,162.25	371,916.14
AUGUST	NOVEMBER	479,756.43	427,349.77	392,404.62	380,620.63
SEPTEMBER	DECEMBER		414,041.24	405,011.20	349,733.50
OCTOBER	JANUARY		400,175.55	394,463.05	312,800.25
NOVEMBER	FEBRUARY		361,915.06	351,358.13	324,260.21
DECEMBER	MARCH		476,025.91	443,143.03	385,470.62
JANUARY	APRIL		400,423.98	404,614.63	308,735.62
FEBRUARY	MAY		396,214.61	358,703.95	334,666.45
MARCH	JUNE		486,430.41	456,776.99	365,614.23
APRIL	JULY		483,971.68	459,458.81	359,972.48
MAY	AUGUST		436,910.71	440,756.95	423,459.22
JUNE	SEPTEMBER		488,732.40	457,573.41	434,452.66
ARTICLE TOTAL		940,573.75	5,228,764.94	4,981,497.02	4,368,898.13

ARTICLE 40					
PURCHASE MONTH	DISTRIBUTION MONTH	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	FY 20 ACTUAL
JULY	OCTOBER	277,217.58	314,630.28	270,611.54	246,798.65
AUGUST	NOVEMBER	279,985.02	236,164.76	249,666.05	245,993.68
SEPTEMBER	DECEMBER		226,119.58	264,679.48	226,541.36
OCTOBER	JANUARY		235,572.14	259,942.88	244,160.94
NOVEMBER	FEBRUARY		252,646.72	282,949.70	243,112.19
DECEMBER	MARCH		283,307.22	307,713.65	257,850.17
JANUARY	APRIL		217,544.16	260,832.19	211,142.30
FEBRUARY	MAY		210,454.03	218,240.63	214,412.24
MARCH	JUNE		271,478.36	309,547.51	246,009.32
APRIL	JULY		268,244.37	289,066.33	212,725.85
MAY	AUGUST		265,359.04	321,629.72	243,062.32
JUNE	SEPTEMBER		285,899.57	314,630.28	287,067.44
ARTICLE TOTAL		557,212.60	3,977,420.23	3,346,499.95	2,868,996.76

ARTICLE 42					
PURCHASE MONTH	DISTRIBUTION MONTH	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	FY 20 ACTUAL
JULY	OCTOBER	23,864.68	2,171.79	21,433.94	10,160.81
AUGUST	NOVEMBER	28,669.61	35,798.67	21,223.96	6,219.79
SEPTEMBER	DECEMBER		29,992.56	17,808.66	9,497.24
OCTOBER	JANUARY		25,284.67	10,615.96	(18,538.74)
NOVEMBER	FEBRUARY		(12,782.86)	10,746.11	(8,980.02)
DECEMBER	MARCH		23,671.72	4,059.20	11,121.96
JANUARY	APRIL		42,561.14	21,219.86	8,700.50
FEBRUARY	MAY		42,099.91	28,537.48	19,674.06
MARCH	JUNE		39,082.30	93,318.06	37,665.00
APRIL	JULY		40,750.36	18,763.51	39,067.83
MAY	AUGUST		20,562.71	(13,493.46)	47,847.01
JUNE	SEPTEMBER		29,628.10	2,171.79	13,404.63
ARTICLE TOTAL		52,624.89	318,651.47	236,424.99	175,867.09

ARTICLE 44					
PURCHASE MONTH	DISTRIBUTION MONTH	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	FY 20 ACTUAL
JULY	OCTOBER	13.09	-	263.14	-
AUGUST	NOVEMBER	10.48	1.74	44.21	21.51
SEPTEMBER	DECEMBER	-	-	10.14	37.08
OCTOBER	JANUARY	-	-	15.51	(9.96)
NOVEMBER	FEBRUARY	15.33	-	(22.36)	16.43

DECEMBER	MARCH	-	(188.91)	(82.80)
JANUARY	APRIL	-	-	29.53
FEBRUARY	MAY	-	18.58	64.55
MARCH	JUNE	-	4.28	-
APRIL	JULY	(103.19)	-	28.45
MAY	AUGUST	(0.02)	-	12.46
JUNE	SEPTEMBER	-	-	36.19
ARTICLE TOTAL		23.57	(86.14)	172.64

ARTICLE 44-524					
PURCHASE MONTH	DISTRIBUTION MONTH	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	FY 20 ACTUAL
JULY	OCTOBER	182,507.34	159,517.49	128,634.41	134,608.83
AUGUST	NOVEMBER	182,454.82	157,847.11	138,815.46	134,845.17
SEPTEMBER	DECEMBER	157,847.11	157,847.11	138,815.46	134,845.17
OCTOBER	JANUARY	157,847.11	157,847.11	138,815.46	134,845.17
NOVEMBER	FEBRUARY	157,748.35	157,748.35	138,812.65	134,854.84
DECEMBER	MARCH	157,748.35	157,748.35	138,812.65	134,854.84
JANUARY	APRIL	157,748.35	157,748.35	138,812.65	134,854.84
FEBRUARY	MAY	157,748.35	157,748.35	138,812.65	134,854.84
MARCH	JUNE	157,748.35	157,748.35	138,812.65	134,854.84
APRIL	JULY	157,748.35	157,748.35	138,812.65	134,854.84
MAY	AUGUST	157,748.35	157,748.35	138,812.65	134,854.84
JUNE	SEPTEMBER	157,748.35	157,748.35	138,812.65	134,854.84
ARTICLE TOTAL		364,961.96	1,919,204.61	1,716,591.67	1,628,761.23

CITY HOLD HARMLESS					
PURCHASE MONTH	DISTRIBUTION MONTH	FY 23 ACTUAL	FY 22 ACTUAL	FY 21 ACTUAL	FY 20 ACTUAL
JULY	OCTOBER	(108,280.82)	(118,286.78)	(100,004.97)	(82,920.89)
AUGUST	NOVEMBER	(109,816.57)	(81,005.34)	(90,917.30)	(82,573.77)
SEPTEMBER	DECEMBER	(91,274.94)	(91,274.94)	(96,637.84)	(88,150.97)
OCTOBER	JANUARY	(91,133.01)	(103,344.26)	(95,698.71)	(95,761.46)
NOVEMBER	FEBRUARY	(111,531.17)	(102,868.56)	(114,866.63)	(93,251.13)
DECEMBER	MARCH	(80,256.64)	(111,531.17)	(94,582.66)	(78,373.42)
JANUARY	APRIL	(78,884.60)	(80,256.64)	(77,852.07)	(77,852.07)
FEBRUARY	MAY	(104,233.92)	(78,884.60)	(116,904.76)	(84,643.01)
MARCH	JUNE	(102,414.29)	(104,233.92)	(107,988.37)	(73,119.86)
APRIL	JULY	(103,751.80)	(102,414.29)	(124,472.06)	(83,813.86)
MAY	AUGUST	(111,820.54)	(103,751.80)	(118,286.78)	(107,145.19)
JUNE	SEPTEMBER	(118,286.78)	(111,820.54)	(124,472.06)	(107,145.19)
ARTICLE TOTAL		(218,076.39)	(1,188,947.29)	(1,242,871.50)	(1,063,855.47)
GRAND TOTAL		836,280.09	9,347,067.82	9,841,416.32	7,982,734.38

ARTICLE 39	FY 23 BUDGET	FY 23 ACTUAL	FY 23 ESTIMATES	FY 22 RECEIPTS	FY 21 RECEIPTS
ARTICLE 40	3,621,581.00	772,487.36	4,334,984.16	4,031,817.65	3,739,365.52
ARTICLE 42	3,248,652.00	557,212.60	3,343,275.61	3,077,420.23	3,348,469.95
ARTICLE 44	182,418.00	52,634.09	316,804.55	316,951.47	226,424.59
ARTICLE 44-524	-	23.57	141.42	(86.14)	134.59
	1,677,460.00	364,961.96	2,189,771.76	1,919,204.61	1,716,591.67
	8,730,111.00	1,697,329.58	10,183,977.50	9,347,007.82	9,041,416.32

CASH BALANCES FY 2023											
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
FIRST BANK											
CENTRAL DEPOSITORY	3,273,890.80	6,248,843.38	2,243,539.77	3,526,193.09	-	-	-	-	-	-	-
MONEY MARKET ACCOUNT	9,304,984.88	9,308,116.33	8,311,177.02	1,004,880.18	-	-	-	-	-	-	-
DISH TRUST	26,283.78	27,318.28	23,973.69	21,611.29	-	-	-	-	-	-	-
TOURISM	32,678.31	11,481.68	10,293.38	26,921.46	-	-	-	-	-	-	-
TOTAL CASH	12,637,798.87	18,886,959.88	11,588,986.86	4,558,605.82	-	-	-	-	-	-	-
NO CAPITAL MANAGEMENT TRUST											
GENERAL FUND	66,771,687.26	73,221,869.02	71,448,841.80	27,893,781.94	-	-	-	-	-	-	-
AIRPORT	471,765.08	884,748.82	700,684.87	726,289.89	-	-	-	-	-	-	-
PROPERTY REVALUATION	283,228.30	383,783.68	387,948.66	353,648.43	-	-	-	-	-	-	-
COUNTY BUDGETED TRUST FUND	276,368.26	279,889.75	277,421.62	339,647.18	-	-	-	-	-	-	-
SOLID WASTE	2,676,804.88	2,881,426.02	2,823,121.95	2,840,142.65	-	-	-	-	-	-	-
TOURISM	788,804.81	819,880.72	836,604.34	812,837.71	-	-	-	-	-	-	-
WATER FUND	12,588,874.17	11,972,097.63	12,108,081.26	12,288,813.79	-	-	-	-	-	-	-
COMMUNITY DEVELOPMENT	1,486,806.23	1,508,229.24	1,505,223.56	1,820,329.66	-	-	-	-	-	-	-
INSURANCE FUND	221,448.04	221,848.66	222,289.08	222,843.21	-	-	-	-	-	-	-
CAPITAL RESERVE	4,798,684.61	5,080,798.04	4,447,778.11	4,779,646.33	-	-	-	-	-	-	-
SCHOOLS	430,831.44	458,468.84	463,294.17	479,804.70	-	-	-	-	-	-	-
EMERGENCY TELEPHONE	2,382,215.44	2,607,839.02	2,573,986.88	2,385,287.54	-	-	-	-	-	-	-
TRANSPORTATION	987,811.73	1,487,846.43	1,483,606.00	1,802,884.02	-	-	-	-	-	-	-
CAPITAL RESERVE	642,388.42	643,564.12	644,846.90	646,468.41	-	-	-	-	-	-	-
DUPLIN COMMONS CAPITAL RESERVE	31.67	31.63	931,944.28	718.82	-	-	-	-	-	-	-
OPIOID SETTLEMENT	87.89	85.54	68.67	68.83	-	-	-	-	-	-	-
BNY MELLON INTEREST	-	-	-	-	-	-	-	-	-	-	-
BNY MELLON PRINCIPAL	-	-	-	-	-	-	-	-	-	-	-
TOTAL CASH	84,661,974.68	102,606,938.38	100,822,797.77	107,175,289.73	-	-	-	-	-	-	-
TRUST											
BOND ACCOUNT	5.00	5.00	5.00	5.00	-	-	-	-	-	-	-
TOTAL CASH	5.00	5.00	5.00	5.00	-	-	-	-	-	-	-
GRAND TOTAL	97,219,789.43	116,698,601.80	112,410,642.83	117,753,871.68	-	-	-	-	-	-	-

FY 23 INSURANCE CLAIMS REPORT

MONTHLY PAYMENT TO NCHIP RESERVE

DRAFT MONTH	AMOUNT	COVERED EMPLOYEES
JULY	507,129.14	526
AUGUST	506,102.63	509
SEPTEMBER	520,863.43	524
OCTOBER	543,759.36	554
NOVEMBER	527,866.39	534
DECEMBER	525,308.40	532

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

YTD EXPENDITURES

530 AVERAGE LIVES COVERED

WEEKLY CLAIMS PAID FROM NCHIP RESERVE

6/30/2022	\$	1,786,905.57	RESERVE BALANCE
7/1/2022		\$163,006.22	
7/8/2022		\$173,365.07	
7/15/2022		\$105,922.79	
7/22/2022		\$158,008.68	
7/29/2022		\$53,073.97	
8/5/2022		\$152,853.08	
8/12/2022		\$84,402.16	
8/19/2022		\$91,012.33	
8/26/2022		\$53,314.44	
9/2/2022		\$109,011.54	
9/9/2022		\$74,066.82	
9/16/2022		\$148,401.71	
9/23/2022		(\$61,937.69)	
9/30/2022		\$142,257.00	
10/7/2022		\$114,097.59	
10/14/2022		\$91,451.56	
10/21/2022		\$83,768.83	
10/28/2022		\$114,970.39	
11/4/2022		\$61,556.10	
11/11/2022		\$107,559.81	
11/18/2022		\$87,720.58	
11/25/2022		\$79,494.90	
12/2/2022			

FY 23 INSURANCE CLAIMS REPORT

12/9/2022
12/16/2022
12/23/2022
12/30/2022
1/6/2023
1/13/2023
1/20/2023
1/27/2023
2/3/2023
2/10/2023
2/17/2023
2/24/2023

3/3/2023
3/10/2023
3/17/2023
3/24/2023
3/31/2023
4/7/2023
4/14/2023
4/21/2023
4/28/2023
5/5/2023
5/12/2023
5/19/2023
5/26/2023
6/2/2023
6/9/2023
6/16/2023
6/23/2023

TOTAL CLAIMS PAID YTD	\$2,187,377.88
PROJECTED CLAIMS PAID FROM RESERVE	5,170,165.90
PROJECTED NCHIP RESERVE	2,878,798.37

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