

TOWN OF WILLIAMSTON
REGULAR BOARD OF COMMISSIONERS MEETING
WILLIAMSTON TOWN HALL
102 E. MAIN ST., WILLIAMSTON NC 27892
MONDAY, NOVEMBER 4, 2024, 5:30 P.M.
AGENDA

**Times listed are estimates only. Do not rely on listed times for when these items will be addressed. It is noted that items may be addressed earlier or later than the estimated times shown on this agenda.

<u>Agenda Item</u>	<u>Time **</u>	<u>Action</u>	<u>Page(s)</u>
<u>I Mayoral Procedures</u>			
(1) Call to Order	5:30		
(2) Pledge of Allegiance	5:31		
(3) Opening Prayer	5:33		
<u>II Discussion/Adjustment to the Agenda</u>	5:34	X	
(Please include removal and transfer of any Consent Agenda items from Consent Agenda to Regular Agenda that need full discussion)			
<u>III Consent Agenda</u>	5:35	X	
(These items may be adopted with a single motion, second and vote. However, any Governing Board Member may request removal of any item or items for full discussion.)			
(1) Regular Board Meeting Minutes of October 7, 2024			1-6
(2) Budget Amendment - Police Small Equipment cameras			7
(3) Budget Amendment – RRT			8
<u>IV Introduce – Paula Hopper – BHM Regional Director</u>	5:37		
<u>V Public Comment</u>	5:50		
<u>VI Old Business</u>			
<u>VII New Business</u>			
(1) Ordinance 2024-15 Speed Limit on Main Street <u>Chief Coltrain</u>	6:00	X	9-10
(2) Ordinance 2024-16 Speed Limit on Main Street <u>Chief Coltrain</u>	6:05	X	11-12
(3) Ordinance 2024-17 Speed Limit on Main Street <u>Chief Coltrain</u>	6:10	X	13-14
(4) Resolution 2024-14 Naming Tiffany White as Backup for the Finance Officer <u>Mandy Bullock</u>	6:30	X	15-16
(5) Parks and Recreation Comprehensive Plan Contract <u>Allen Overby</u>	6:35	X	17-26

The Town of Williamston usually holds all public meetings in the assembly room but provides an alternate space on the first floor for those with disabilities. Any individual with a disability who desires to attend the meeting should call 252-792-5142 as early as possible prior to any meeting.

Note: Please turn off any cell phones, etc. during this meeting. Thank you for your cooperation.

(6)	Martin County Water and Sewer Study (Alternatives) <u>Stacy Stalls</u>	6:45	X	27-89
(7)	Project Ordinance 2024-19 CDBG Smiling Faces Sewer Project <u>Mandy Bullock</u>	7:00	X	90

VIII Department Head Reports

7:05

Planning
Finance
Police
Parks & Recreation
Public Works
Fire

IX Adjourn Regular meeting

7:20

Information attachments

BHM Regional Library Minutes and Report

91-94

This meeting is open to the public virtually. If you wish to make comments during the meeting, please forward questions or comments to jescobar@townofwilliamston.com or written statements to Town of Williamston, 102 East Main Street, Williamston, NC in advance. You may still speak at the meeting but written comments will ensure they understand in case of technical difficulties.

If you would like to listen and have input during the Public Hearing and Public comment sections, please follow the instructions below:

Please join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/360529277>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (872) 240-3212

- One-touch: tel:+18722403212,,360529277#

Access Code: 360-529-277

The Town of Williamston usually holds all public meetings in the assembly room but provides an alternate space on the first floor for those with disabilities. Any individual with a disability who desires to attend the meeting should call 252-792-5142 as early as possible prior to any meeting.

Note: Please turn off any cell phones, etc. during this meeting. Thank you for your cooperation.

MINUTES OF THE MEETING OF
THE TOWN BOARD OF COMMISSIONERS
TOWN OF WILLIAMSTON, NC

Page 1

October 7, 2024

The Board of Commissioners of the Town of Williamston met in a regular called meeting on Monday, October 7th, 2024, at 5:30 p.m. at the Town Hall Assembly Room at 102 East Main Street, Williamston, NC.

PRESENT Mayor: Dean McCall
Commissioners: Alton Moore, Ruth Coffield, Anthony Gianpoalo, Glinda Fox, and David Richmond
Town Administrator: Eric Pearson
Town Clerk: Jackie Escobar
Police Chief: Travis Cowan
Police Captain: Beth Coltrain
Public Works Director: Stacy Stalls
Planning and Zoning Administrator Andrew Brownfield
Planning and Downtown Marketing Coordinator: LaShonda Cartwright
Fire Chief: Michael Peaks
Parks and Recreation Director: Allen Overby
Finance Officer: Mandy Bullock
Town Attorney: Watsi Sutton

ABSENT

CALL TO ORDER AND INVOCATION

Mayor Dean McCall called the meeting to order. First, Commissioner Fox led the pledge of allegiance, and then Commissioner Moore offered the invocation. The Mayor extended a special welcome to Martin County Commissioner Dempsey Bond, Sheriff Tim Manning, and Former Town of Williamston Mayor Joyce Whichard-Brown. Finally, the Mayor requested a moment of silence to show solidarity with western North Carolina following the devastation caused by Hurricane Helene.

AGENDA APPROVED

Commissioner Richmond moved, Commissioner Moore seconded, and the regular agenda was unanimously amended to add Public Comment after the Consent Agenda.

CONSENT AGENDA

Commissioner Moore moved it, seconded it by Commissioner Coffield, and unanimously approved the consent agenda.

Items approved in the Consent Agenda are as follows:

- (1) Regular Board Meeting Minutes of September 9, 2024 1-5
- (2) Special Called meeting Minutes of September 23, 2024 6
- (3) Special Called meeting Minutes of September 25, 2024 7
- (4) Budget Amendment – STRAP Project 8

StRAP NC Dept of Agriculture Grant	(\$9,031.00)
Contracted Services	\$9,031.00
- (5) Budget Amendment – LWCF Grant

LWCF Grant	(\$222,642.00)
Transfer from General Fund	\$222,642.00

APPOINT TRAVIS COWAN AS TOWN ADMINISTRATOR

The Mayor recognized and thanked Eric Pearson for his stellar performance as Town Administrator, including acquiring the highest audit rating for the Town of Williamston. He welcomed Travis Cowan as the new Town Administrator.

PUBLIC COMMENT

Commissioner Moore moved it, seconded it by Commissioner Coffield, and unanimously opened the Public Comment segment of the meeting.

Joe Jernigan, of 106 E Liberty Street, presented concerns regarding excessive noise at the Old Middle School Location. The property has hosted parties with loud music and loud generators that have proven disruptive to the neighbors. While Jernigan is unsure of the correct solution, he wanted to inform the Board. The Mayor noted that the Board would take the concern under advisement.

Commissioner Gianpoalo moved it, seconded by Commissioner Fox, and unanimously closed the Public Comment segment of the meeting.

APPOINT AND SWEAR IN BETH COLTRAIN AS POLICE CHIEF

Judge Regina Parker administered the oath to swear in Beth Coltrain as Police Chief as her husband and children held the Bible. There was a short break to congratulate Chief Coltrain and take photos.

OLD BUSINESS

LensLock Agreement

The Police Chief presented the LensLock Agreement. The department had spoken of slowly transitioning from Motorola Watchguard to another camera vendor. However, staff agreed that the budget could support a complete transition. At a previous meeting, the Attorney suggested staff seek proposals for camera vendors to follow the proper bidding process due to the contract amount. However, LensLock is a sole source company surpassing the request for proposals requirement. The Police Chief requested board approval. *It was moved by Commissioner Richmond, seconded by Commissioner Moore, and unanimously approved the LensLock Agreement.*

Consider River Walk Construction Contract

Steve Janowski of Rivers and Associates presented the River Walk Construction Project. Commissioner Fox inquired about a timeline estimate. Steve noted he estimated it would take about 6 months to complete the project. *It was moved by Commissioner Moore, seconded by Commissioner Richmond, and unanimously approved the Budget Amendment—Chamber Calendar Year 2024 allocation 11.*

NEW BUSINESS

MCNC Agreement

UNC Fellow Lead Shay Baggett reported that the Encroachment Agreement was to allow MCNC to install fiber lines towards the old middle school on Smithwick St. *The motion died due to no motions.*

Community Garden Discussion

The Parks and Recreation Director Allen Overby informed the Board that the Town had leased a portion of the West End Tennis Court property to the Community Garden. Former Downtown Marketer Zach Dickerson served as the liaison between the Town and Community Garden. However, with his move, the Town lost that relationship. The Parks and Recreation Department had discussed future plans on the site, including the possibility of pickleball courts, as that sport grows in popularity. The Community Garden has spurred complaints from the Town residents. The Parks and Recreation Director sought feedback from the Town Board as well as updating them on the Garden's current status. Commissioner Fox questioned if there were other location options for the community garden, adding that an area away from residences to allow public events but still publicly accessible may be more suitable. Commissioner Coffield suggested contacting Ms. Foster to see her stance on the subject. The Mayor recommended having the Town Administrator and Town Attorney evaluate the lease. Commissioner Moore emphasized that the Board did not have any issues with the Community Garden but wished to see it executed neatly and correctly. The Town Attorney indicated that the current lease had no conditions and advised the Board to consider a new lease.

Street Paving Bid

The Public Works Director reported that the Town, following its bid process, opened four bids on September 17th, 2024, at 2:00 pm at Town Hall.

Simmons Public Utility Site Work, Inc.	\$273,097.40
Fred Smith Company	\$228,070.00
Barnhill Contracting	\$234,3875.57
Tripp Brothers Inc.	\$189,329.00

The Director recommended Tripp Brothers, the low bidder, and had done excellent work for the Town in the past. *It was moved by Commissioner Moore, seconded by Commissioner Richmond, and unanimously approved Tripp Brothers to perform the 2024 Street Paving Project.*

MCRWASA Appointment

It was moved by Commissioner Coffield, seconded by Commissioner Fox, and unanimously appointed Travis Cowan, Town Administrator, to the MCRWASA Board.

DEPARTMENTAL REPORTS

Planning

The Planning and Zoning Administrator reported:

- The Planning and Zoning Administrator reported that Stampede 2024 was a success. Despite Friday's adverse weather, 56 vendors participated and approximately 7,500 visitors were attracted over two days.
- The Boardwalk Renovation Project will begin construction soon, with a meeting scheduled with representatives from the Mid-East Commission to discuss project details and timelines.
- The RDED project submission deadline has been extended to January 9th, and the necessary paperwork will be submitted in the coming months.

- Destination by Design is finalizing downtown planning, and Phase 2 of the design is expected to be available next month.
- The property at 126 W. Main Street has been removed with minimal difficulties.
- As of October 1st, the demolition project on 219 MLK Jr. Drive has progressed to the next phase, and a new demolition ordinance is expected to be presented by December 1st.
- The property at 107 Ormond Drive has been purchased by a realtor specializing in renovating dilapidated properties, and the Planning Department is contacting this realtor to obtain a site plan.

Finance

The Finance Officer reported:

- The winners of the Cybersecurity Program were Chief Peaks, Police Officer Pope, and Police Officer Harrell.
- Staff in the Water department attended tax training and supervisory training.
- The auditor visited the Town of Williamston and is currently working on the audit.

Police

The Police Chief provided the following report:

- The department participated in the homecoming events, the Senior Center Fall Harvest, and the Stampede.
- The department responded to 601 calls, 98 incident reports, and 39 arrests.
- The Police Chief spoke about the homicide that occurred on September 15th, Homecoming Weekend. The Police Department responded to gunshots at the City Café. Within 30 minutes, police responded to a gunshot victim at Cherry's Cupboard in Bear Grass. The victim was shot at City Café and later died at the ECU Health. The Police Department arrested one suspect on September 20th and a second suspect on October 1st.
- While the department has three new officers, the department still has vacancies.

Parks and Recreation

The Parks and Recreation Director reported:

- The department worked on the LWCF Grant closeout.
- The Tackle Football season was halfway through.
- Flag Football and Softball would begin **on October 8th, 2024.**
- Volleyball began on October 7th, 2024
- Martin County Youth Soccer was nearing the end of its season, with about 180 participants.
- Per tradition, Public Works cooked for Town employees on both days of the Stampede.
- Martin County Special Olympics will take place at Godwin Coppage Park.
- Ben Williams assisted the department in the creation of a Parks Comprehensive Plan.

Public Works

The Public Works Director reported the following:

- The Street Paving Project will begin **on October 8th, 2024.**
- The metal on the entry doors at the Public Works building was replaced.
- The arborist will replace the damaged trees on Main Street in October.
- Wastewater hauled 60 tons of sludge, saving the Town **\$13,000** in savings.

- Hazen and Sawyer Partnership Study meeting will take place at the Telecenter **on October 22nd, at 6:00 pm.**
- The Director urged the public to call Public Works with any concerns.
- The Mayor thanked the Public Works Department for the fast cleanup of Main Street after the Stampede.

Fire/Rescue

The Fire Chief provided the following report:

- The Fire Chief congratulated Travis Cowan and Beth Coltrain on their recent appointments as Town Administrator and Police Chief.
- Three new employees start **on October 14th, 2024.**
- From the Fire/EMS perspective, the Stampede was very successful!
- A 12-person RRT Team traveled to western North Carolina to help during the devastating aftermath of Hurricane Helene. The State contract mandated that they assist. It was the first time in 29 years that this had occurred. The State chose the Town due to its high reputation. While the Town will pay the upfront cost, the State will reimburse the money. While the team was away, the department increased its onsite staffing, which ensured no interruptions in responses. The State will also reimburse the additional onsite staff. In the western part of the State, the team covered 13 miles and handled hazard mitigation. Commissioner Richmond thanked the department for their hard work.

Eric Pearson Final Remarks

Eric Pearson began by thanking the Mayor and Town Board for the opportunity to share his final thoughts before stepping down. He clarified that, as a private citizen now, his views did not represent the Town or the Board.

During his 11 years with the Town, Eric noted significant improvements since 2008, when the Town had only about a month's operating cash and was on the Local Government Commission's watch list. With staff support, he increased the fund balance and successfully removed the Town from the list before leaving in 2016. This progress required sacrifices, including a year without raises, but many employees remained dedicated.

In 2021, Eric Pearson opted to retire again but was approached by the Town of Williamston to return as administrator due to past instability. He expressed his initial intent to retire but agreed to serve for at least three years, a commitment he has honored.

During his tenure, there were both challenges and successes. Two downtown buildings were demolished, while several others were remodeled. The Town secured a \$750,000 grant for downtown improvements and received approximately \$7.25 million in additional funding for projects like park enhancements and sewer expansions. Of the total \$8 million in grants, over \$3 million was obtained in the last 11 months under the new Board.

In the past three years, Eric Pearson addressed key challenges in the Town by updating the financial software, replacing outdated water meters to reduce revenue loss, and upgrading police and fire radios. Despite inflation and rising salaries, he successfully managed these tasks. A significant challenge was succession planning, as many department heads were nearing retirement. Pearson implemented a solid succession plan to ensure the Town's continued operation, which he believes has been achieved.

Board of Commissioner's Meeting

October 7th, 2024

Page 6

He pointed out that the Town had been reported to the State three times for alleged mismanagement, with each investigation concluding no wrongdoing, resulting in a waste of taxpayer money. He noted that the Town has received unqualified audits every year and emphasized that the recent audits were thorough and accurately recorded.

Pearson praised the Town's exceptional staff, highlighting several key members:

- Jackie Escobar
- Allen Overby
- Stacy Stalls
- Fire Chief Michael Peaks
- Planning and Zoning Supervisor Andrew Brownfield
- Downtown Marketer LaShonda Cartwright
- Finance Officer Mandy Bullock
- Martha-Brown Lilley
- Police Chief Beth Coltrain
- Town Administrator Travis Cowan

He expressed gratitude to the Board for their support. He acknowledged the staff's solidarity during a difficult period when they stood by him during a closed session after an online attack against his family. Pearson appreciated their unwavering support and wished well for those who made the harmful suggestion.

As Eric Pearson prepares to leave, he feels confident that the Town is in capable hands. Eric noted taking pride in who he is and looks forward to spending time with his family, friends, and his wonderful, caring wife.

Mayor Tina Brown approached the podium and thanked Eric Pearson for his service, guidance, and wisdom. Then, the Board expressed their gratitude and good wishes, saying good-bye to Eric Pearson.

There being no further business, *it was moved by Commissioner Richmond, seconded by Commissioner Coffield, and unanimously declared the meeting adjourned at 7:22 pm.*

Submitted By:

Approved By:

Town Clerk

Mayor

TO: Travis Cowan

Date Submitted: 11/4/2024

SUBJECT: Budget Amendment

Date of Council Action: 11/4/2024

I hereby request that the budget for the General Fund be amended, as set forth below, as permitted and authorized by the General Statutes of North Carolina.

The purpose of this amendment is to move budgeted funds within the department of Police from Capital Improvements to Small Equipment based on qualifying designation to purchase body cameras.

The following accounts will be increased/decreased:

Account No	Title	Department	Debit	Credit
Expense Accounts:				
10.5100.7401	Small Equipment	Garage	\$32,500.00	
10.5100.7400	Capital Outlay Equipment	Garage		\$32,500.00
			\$32,500.00	\$32,500.00
Department Head			<u>Beth Coltraine</u>	

This request has been checked for proper account numbers and verified that the amendment is balanced. If the request is to record a grant's acceptance or amendment, the Finance Department has received a copy thereof and it appears to be in order.

Remarks:

X
Yes

No

Mandy Bullock
Finance Officer

ACTION OF TOWN ADMINISTRATOR

✓ Approved for Council Action

Disapproved

Travis Cowan
Administrator

TO: Travis Cowan

Date Submitted: 11/4/2024

SUBJECT: Budget Amendment

Date of Council Action: 11/4/2024

I hereby request that the budget for the General Fund be amended, as set forth below, as permitted and authorized by the General Statutes of North Carolina.

The purpose of this amendment is to budget funds not spent at June 30, 2024 for the RRT Grant. These funds were rolled into fund balance and we are required by the grant to budget them in the next fiscal year in order that they are used for RRT only. The following accounts will be increased/decreased.

Account No	Title	Department	Amount
Revenue Accounts:			
103900.3910	Undesignated Fund Balance		\$ 10,580.47
			<u>\$ 10,580.47</u>
Expense Accounts:			
10.5350.3600		RRT	\$ 5,000.00
10.5350.7401		RRT	\$ 2,000.00
10.5350.7402		RRT	\$ 3,580.47
			<u>\$ 10,580.47</u>

Department Head

This request has been checked for proper account numbers and verified that the amendment is balanced. If the request is to record a grant's acceptance or amendment, the Finance Department has received a copy thereof and it appears to be in order.

Remarks:

X

Yes

No

Finance Officer

ACTION OF TOWN ADMINISTRATOR

Approved for Council Action

Disapproved

Administrator



Ordinance 2024-15

AN ORDINANCE DECLARING THE REPEAL OF SPEED LIMITS ON MAIN STREET (US 17 BUSINESS) IN THE TOWN OF WILLIAMSTON

WHEREAS, the Town of Williamston Board of Commissioners, pursuant to the authority granted by G.S. 20-141(f), has determined upon the basis of an engineering and traffic investigation that changes to existing speed limits are appropriate for the safety and welfare of its citizens; and

WHEREAS, the Town of Williamston Board of Commissioners recognizes the need to align municipal speed limits with current traffic conditions and regulatory guidelines for Main Street (US 17 Business South - NC 125 South) from Elm Street (NC 125) to Haughton Street (US 17 Business South - NC 125 South) and

WHEREAS, a repeal of the speed limit in this specified zone requires the concurrence of the North Carolina Department of Transportation and appropriate signage to enforce the change;

NOW THEREFORE, BE IT ORDAINED by the Town of Williamston Board of Commissioners that they do hereby repeal the current speed limits of 20 Miles Per Hour on the designated portion of Main Street (US 17 Business) effective upon the Department of Transportation's approval and the erection of signage.

This ordinance shall take effect once the Department of Transportation has passed a concurring ordinance and installed signage indicating the authorized speed.

Adopted this the 4th day of November 2024 by the Board of Commissioners of the Town of Williamston.

Mayor Dean McCall

Attest:

Jaquelinne Escobar, Town Clerk

Certification of Municipal Declaration To Repeal Speed Limits and Request for Concurrence

Concurring State Ordinance Number: 1027846

Division: 1 **County:** MARTIN

Municipality: WILLIAMSTON

Type: Municipal Speed Zones

Road: US 17BUS

Car: 20 MPH

Truck: 20 MPH

Description: Main Street (US 17 Business South - NC 125 South) from Elm Street (NC 125) to Haughton Street (US 17 Business South - NC 125 South).

Municipal Certification

I, _____, Clerk of _____, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the _____ day of _____, 20_____, the repeal of speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Ordinance Number: _____

In witness whereof, I have hereunto set my
hand and the municipal seal this _____ day
of _____, 20_____.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ Title: _____ Date: _____

Region: _____ Title: _____ Date: _____



Ordinance 2024-16

AN ORDINANCE DECLARING THE REPEAL OF SPEED LIMITS ON MAIN STREET (US 17 BUSINESS) IN THE TOWN OF WILLIAMSTON

WHEREAS, the Town of Williamston Board of Commissioners, pursuant to the authority granted by G.S. 20-141(f), has determined upon the basis of an engineering and traffic investigation that changes to existing speed limits are appropriate for the safety and welfare of its citizens; and

WHEREAS, the Town of Williamston Board of Commissioners recognizes the need to align municipal speed limits with current traffic conditions and regulatory guidelines for Main Street (US 17 Business) from Haughton Street (NC 125) to Watts Street and

WHEREAS, a repeal of the speed limit in this specified zone requires the concurrence of the North Carolina Department of Transportation and appropriate signage to enforce the change;

NOW THEREFORE, BE IT ORDAINED by the Town of Williamston Board of Commissioners that they do hereby repeal the current speed limits of 20 Miles Per Hour on the designated portion of Main Street (US 17 Business) effective upon the Department of Transportation's approval and the erection of signage.

This ordinance shall take effect once the Department of Transportation has passed a concurring ordinance and installed signage indicating the authorized speed.

Adopted this the 4th day of November 2024 by the Board of Commissioners of the Town of Williamston.

Mayor Dean McCall

Attest:

Jaquelinne Escobar, Town Clerk

**Certification of Municipal Declaration
To Repeal Speed Limits and Request for Concurrence**

Concurring State Ordinance Number: 1027837

Division: 1 **County:** MARTIN

Municipality: WILLIAMSTON

Type: Municipal Speed Zones

Road: US 17BUS

Car: 20 MPH

Truck: 20 MPH

Description: Main Street (US 17 Business) from Haughton Street (NC 125) to Watts Street.

Municipal Certification

I, _____, Clerk of _____, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the _____ day of _____, 20_____, the repeal of speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Ordinance Number: _____

In witness whereof, I have hereunto set my
hand and the municipal seal this _____ day
of _____, 20_____.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ Title: _____ Date: _____

Region: _____ Title: _____ Date: _____



Ordinance 2024-17

AN ORDINANCE DECLARING THE SPEED LIMIT ON MAIN STREET (US 17 BUSINESS) IN THE TOWN OF WILLIAMSTON

WHEREAS, the Town of Williamston Board of Commissioners, pursuant to the authority granted by G.S. 20-141(f), has determined upon the basis of an engineering and traffic investigation that changes to existing speed limits are appropriate for the safety and welfare of its citizens; and

WHEREAS, the Town of Williamston Board of Commissioners recognizes the need to align municipal speed limits with current traffic conditions and regulatory guidelines for Main Street, between Elm Street and Watts Street. and

WHEREAS, approval of the speed limit in this specified zone requires the concurrence of the North Carolina Department of Transportation and appropriate signage to enforce the change;

NOW THEREFORE, BE IT ORDAINED by the Town of Williamston Board of Commissioners that they do hereby approve the speed limit of 20 Miles Per Hour on the designated portion of Main Street (US 17 Business) effective upon the Department of Transportation's approval and the erection of signage.

This ordinance shall take effect once the Department of Transportation has passed a concurring ordinance and installed signage indicating the authorized speed.

Adopted this the 4th day of November 2024 by the Board of Commissioners of the Town of Williamston.

Mayor Dean McCall

Attest:

Jaquelinne Escobar, Town Clerk

Certification of Municipal Declaration To Enact Speed Limits and Request for Concurrence

Concurring State Ordinance Number: 1086186

Division: 1 **County:** MARTIN

Municipality: WILLIAMSTON

Type: Municipal Speed Zones

Road: US 17BUS

Car: 20 MPH

Truck: 20 MPH

Description: Between Elm Street and Watts Street.

Municipal Certification

I, _____, Clerk of _____, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the _____ day of _____, 20_____, the speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Ordinance Number: _____

In witness whereof, I have hereunto set my
hand and the municipal seal this _____ day
of _____, 20_____.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ Title: _____ Date: _____

Region: _____ Title: _____ Date: _____

Memo

To: Mayor and Commissioners

From: Mandy Bullock

Date: November 4th, 2024

Re: Allowance of Duties for Accounting Supervisor

Mayor and Board,

This resolution asks the Town Board to give the Accounting Supervisor, Tiffany White the ability to sign checks for the Town of Williamston Bank account. General Statue 25-3-402 states that the Finance Director must be a signatory on all checks unless the board appoints another designee. The Accounting Supervisor has traditionally been the alternative designee for this duty in addition to the Finance Director. Mrs. White has been promoted to this position upon the retirement of the previous Accounting Supervisor, Jeneane Everett, who also held this job duty while serving as Accounting Supervisor and Interim Finance Director. It is important for the Town to have at least two designees for check signatory in the event of absence and having a cross-functional team.

Recommendation: Approve this resolution to allow the Accounting Supervisor, Tiffany White to ability to sign checks.



RESOLUTION BY THE WILLIAMSTON TOWN BOARD OF COMMISSIONERS

**Allowance of Duties for Accounting Supervisor
Resolution 2024-14**

WHEREAS, the Town of Williamston's Board of Commissioners has assigned job duties within the Town of Williamston to have a cross functional team; and,

WHEREAS, the Town Board complies with General Statue 25-3-402 and,

WHEREAS, the Town is authorized by NCGS 25-3-402 to assign the duty of check signatory to an alternative person in the absence of the Finance Director; and,

WHEREAS, the Board wishes to appoint the Accounting Supervisor the duty to sign checks for the Town of Williamston bank account in addition to the Finance Director; and;

WHEREAS, the Town Board certifies it will meet all contractual, regulatory and statutory requirements of the North Carolina Local Government Commission and

NOW, THEREFORE, BE IT RESOLVED, awards the duty of check signatory to the Accounting Supervisor, in addition to the appointed Finance Director.

That this Resolution shall take effect immediately upon its adoption.

Adopted the 4th day of November, in the Town of Williamston, North Carolina.

Dean McCall, Mayor

ATTEST:

Jaquelinne Escobar, Town Clerk

Memo

To: Mayor and Commissioners

From: Allen Overby

Date: 10-29-24

Re: Parks and Recreation Comprehensive Plan

Mayor and Board,

Contract with Rivers and Associates to develop a long range plan for parks and recreation in Williamston. The plan will take about 8 months to finish and the \$40,000 cost is in the Town's operating budget. The last plan was done in 2011.

This plan has two main objectives. One, to get input from citizens through public input and surveys to develop realistic 10-15 year goals. Two, to leverage grant funding.

Recommendation: Approve contract with Rivers and Associates

This is Task Order No. 5,
consisting of 9 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated February 6, 2023 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: Comprehensive Recreation and Parks Plan Update

B. Description: Planning and Engineering services associated with the updating of the Town's Comprehensive Recreation and Parks Plan.

C. Number of Construction Contracts

~~The Specific Project is anticipated to be constructed under _____ Construction Contracts.~~

2. Services of Engineer

☒ Study and Report Services

Modify A1.01 as follows:

A. The Engineer shall:

1. Consult with Owner to define and clarify Owner's requirements for a Specific Project and available data.
2. Advise Owner as to the necessity of Owner's providing data or services of the types described in Exhibit B, and, if requested, assist Owner in obtaining such data and services.
3. ~~Identify, consult with, and analyze requirements of governmental authorities having jurisdiction to approve the portions of a Specific Project designed or specified by Engineer, including but not limited to mitigating measures identified in the environmental assessment.~~
4. ~~Identify and evaluate [insert specific number or list here] alternate solutions available to Owner for a Specific Project, and, after consultation with Owner, recommend to Owner those solutions which in Engineer's judgment meet Owner's requirements for a Specific Project.~~
5. ~~Prepare a report (the "Report") which will, as appropriate, contain schematic layouts, sketches and conceptual design criteria with appropriate exhibits to indicate the agreed-to~~

Attachment 1
SUGGESTED FORM OF
TASK ORDER

~~requirements, considerations involved, and those alternate solutions available to Owner which Engineer recommends. The Report will be accompanied by:~~

~~Engineer's opinion of Total Project Costs for each solution which is so recommended for a Specific Project with each component separately itemized, including the following, which will be separately itemized:~~

- ~~a. opinion of probable Construction Cost;~~
- ~~b. allowances for contingencies and for the estimated total costs of design, professional, and related services provided by Engineer and;~~
- ~~c. on the basis of information furnished by Owner, allowances for other items and services included within the definition of Total Project Costs.~~

6. Furnish ~~the number of~~ **two (2)** review copies of the **Report Plan** to Owner within the time period set forth in the Task Order and review it with Owner.
7. Revise the **Report Plan** in response to Owner's and other parties' comments, as appropriate, and furnish the number of final copies of the revised **Report Plan** to the Owner within the time period set forth in the Task Order.
8. **Provide the Scope of Services outlined in Attachment 2.**

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following: **Additional responsibilities for this Specific Project are outlined in Attachment 3.**

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date Time</u>
Comprehensive Recreation and Parks Plan Update	8 Months

Attachment 1
SUGGESTED FORM OF
TASK ORDER

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum, or Estimate of Compensation for Services</i>
Basic Services: Comprehensive Recreation and Parks Plan Update	Hourly	\$40,000
Total Compensation		\$40,000

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

- 6. Consultants: *None*
- 7. Other Modifications to Agreement: *None*
- 8. Attachments: **Attachments 2 & 3**
- 9. Documents Incorporated By Reference: *None*

Attachment 1
SUGGESTED FORM OF
TASK ORDER

10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is November 4, 2024.

OWNER:

ENGINEER:

By: _____

By: _____

Name: Dean McCall

Name: Gregory J. Churchill, P.E.

Title: Mayor

Title: President

Engineer License or Firm's
Certificate No. F-0334
State of: North Carolina

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Travis Cowan

Name: Ben E. Williams, AICP CEP

Title: Town Administrator

Title: Project Manager

Address: 102 E. Main Street
Williamston, NC 27892

Address: 107 E. Second Street
Greenville, NC 27858

E-Mail
Address: traviscowan@townofwilliamston.com

E-Mail
Address: bwilliams@riversandassociates.com

Phone: (252) 792-5142

Phone: (252) 752-4135

Fax: (252) 792-2509

Fax: (252) 752-3974

**TOWN OF WILLIAMSTON
COMPREHENSIVE RECREATION AND PARKS PLAN
SERVICES TO BE PROVIDED BY THE ENGINEER
ATTACHMENT 2**

Summary

The Town of Williamston desires to update the Comprehensive Recreation and Parks Plan to consist the following phases and tasks.

ENGINEER's Scope of Work shall include only the following basic services:

PHASE 1: PROJECT KICKOFF

Task 1 – Public Input Plan Development & Meeting with Owner

- Upon execution of a contract, a meeting will be held with the Owner to discuss project schedule, potential Steering Committee members, and a Citizen Participation Plan Strategy.
- The Public Input Plan will outline methods to encourage active community participation during plan development. This strategy will be designed to inform, educate, and engage the public in the development of this Comprehensive Recreation and Parks Plan update.
- If authorized by the Owner as an additional service, the Engineer shall develop and maintain throughout the Project a limited website to assist with public dissemination of information concerning the Project and to facilitate additional opportunity for citizen participation.
- Identify potential dates and times for two (2) Steering Committee Meeting and two (2) Public Input Open Houses.

PHASE 2: INVENTORY AND ANALYSIS

Task 2 - Data Collection, Research and Inventory

- Conduct necessary stakeholder (Public Works, Planning, Recreation, Police Department, and other key Owner Staff) interviews to discuss issues, plans, and goals as they relate to stakeholder groups and to identify existing plans for infrastructure improvement; in addition to existing programs and policies.
- The Owner will provide any information available recreation facilities located within the planning study area.
- Conduct an on-site assessment of current conditions and constraints.
- Review and summarize recreation components of existing Owner plans.
- Review and summarize ordinances and regulations for recreation facility requirements.
- The Engineer will develop base maps in GIS format from GIS layers provided by the Owner including, as available, city and ETJ limits, zoning and land use classifications, existing recreation facilities; floodplains; wetlands; waterways; road right-of-ways; railroads; public facilities; sanitary and storm sewer; land cover; destinations/attractors; and

planned/programmed improvement projects. The Engineer will obtain or develop GIS layers as needed during Plan development.

- Develop a public survey (on-line) and conduct analysis on results.

PHASE 3: NEEDS ASSESSMENT

Task 3 – Public Input

- Conduct public survey of recreation needs for the service area.
- Schedule two (2) Steering Committee Meeting and two (2) Public Input Open Houses.

Task 4 – Public Input Open House Meetings (2)

- Provide necessary meeting materials to Owner two weeks prior to meeting via electronic media for copying purposes. The Engineer will bring any necessary maps and display boards to the meeting.
- Meet Owner's Town Administrator on-site on day of meeting or via telephone to discuss meeting agenda.
- The open house meetings will provide the public with status of project, identified deficiencies, and plan direction. Several study area maps will be displayed and attendees will have an opportunity to express needs and concerns and identify additional potential improvements.
- The Engineer and Owner will attain information from attendees to address items.

Task 5 – Recreation Committee Meeting #1

- Provide necessary meeting materials to Owner two weeks prior to meeting via electronic media for copying purposes. Rivers will bring any necessary maps and display boards to the meeting.
- Meet Owner's Town Administrator on-site on day of meeting or via telephone to discuss meeting agenda.
- At this meeting, there will be discussion of project scope and purpose, project schedule, role of the Committee and public in planning process, and identify existing strengths, weaknesses, opportunities, and threats facing users in Williamston; in addition to identifying overall goals, objectives and vision of project.
- The Engineer and Owner will attain information from attendees to address items.

PHASE 4: DEVELOPMENT & REVIEW OF DRAFT PLAN

Task 6 - Develop Preliminary Recommendations

- Develop preliminary recommendations for facility projects, programs, and policies.
- Develop GIS maps to convey recommended improvements.

Task 7 – Recreation Committee Meeting #2

- Provide necessary meeting materials to Owner two weeks prior to meeting via electronic media for copying purposes. The Engineer will bring any necessary maps and display boards to the meeting.
- Meet Owner's Town Administrator on-site on day of meeting or via telephone to discuss meeting agenda.
- This meeting will discuss a summary of to-date citizen participation results, final recommendations for bicycle facility improvements, and preferred treatments; in addition to an exercise to identify project prioritization elements.
- The Engineer and Owner will attain information from attendees to address items.

Task 8 – Develop Draft Plan

- Develop Draft Plan based upon Town Staff, Public Input and Steering Committee meeting comments.
- Develop or modify GIS maps as necessary.

Task 9 – Finalize Draft Plan Development

- Finish development of draft Comprehensive Plan based upon the findings of the previous tasks.
- Develop or modify GIS maps as necessary.

Task 10 – Submit Draft Plan to Town for Review

- Submit one hardcopy of Draft Plan to Owner for review.
- Meet with Owner's Town Administrator to review draft plan for consistency with Scope of Services.
- Conduct any modifications discussed and provide Owner's Town Administrator updated draft plan via electronic media.
- Submit two hardcopies of Draft Plan to Owner for review.

PHASE 5: FINAL PLAN REVIEW & APPROVAL

Task 11 – Submit Final Plan to Owner for Approval & Adoption

- Provide Owner's Town Administrator an electronic copy of final plan for recommendation and approval by Owner no later than two weeks prior scheduled hearings.

Task 12 – Public Hearing for Adoption by Owner's Town Board

- Provide necessary meeting materials (draft handout, electronic presentation, and display boards) to Owner two weeks prior to meeting via electronic media for copying purposes.

- Conduct a formal presentation to Town Board for approval and adoption.
- Address any questions or provide additional comments during public hearing.
- Conduct any changes requested by Owner's Town Board.

Task 13 – Final Plan Production & Delivery

- Upon adoption of the plan by Town Board, five (5) final approved Comprehensive Recreation and Parks Plan documents, one print ready original, and one digital copy of all Microsoft Office documents, Adobe Acrobat files and ArcGIS 10.8 files will be provided to Owner.
- Official maps for the Comprehensive Recreation and Parks Plan will be produced in ArcGIS 10.8 with a print layout designed for 24"x36" sheets and will contain ordinary cartographic features.

DELIVERABLES:

The following deliverables will be provided and shall become property of the Owner:

- Five (5) bound final hardcopies of the Comprehensive Recreation and Parks Plan, one (1) print-ready original copy, and one (1) digital format copy, including maps, and associated GIS files will be provided to the Owner. The digital files will be compatible to Microsoft Word and the mapping data will be in the form of shapefile format compatible with ESRI software (ArcGIS 10.8). The official maps will have a print layout designed for 24"x36" sheets.

TIME:

The time for the Engineer to complete the Project Scope of Services is estimated to be eight (8) months from the Owner's authorization to proceed as illustrated on Exhibit A to this Attachment 3.

Tasks/services that are not included in Engineer's services include, but are not limited to:

1. Any type of field surveying/mapping other than described above.
2. Subsurface Utility Exploration (SUE) surveys/mapping of any sort, other than as outlined above.
3. Assessment of assets belonging to other entities.
4. Any other service not specifically identified as basic services.

**TOWN OF WILLIAMSTON
COMPREHENSIVE RECREATION AND PARKS PLAN
SERVICES TO BE PROVIDED BY THE OWNER
ATTACHMENT 3**

OWNER shall provide the following services:

General

- 1) The Owner shall identify steering committee members, coordinate schedules for meetings, advertise for public open houses, advertise for Public Hearings, and arrange for meeting facilities and accommodations.
- 2) The Owner shall prepare a press release to local media to announce the project and encourage residents to complete the survey.
- 3) The Owner shall provide Engineer copies of existing planning documents, including existing any Capital Improvement Programs that may be pertinent to the Project.
- 4) The Owner shall provide Engineer copies of existing policies, programs, ordinances and regulations relating to recreation facilities.
- 5) The Owner shall conduct and provide to Engineer an existing recreation facilities inventory. Inventory shall identify location, size, age, and condition of facility. Note: If desired by Owner, Rivers can provide the inventory or assist the owner in its production as additional services.
- 6) The Owner shall provide the necessary copies of handouts for all meetings.
- 7) The Owner shall prepare written minutes of all meeting discussion and provide them to Engineer in MS Word format for inclusion in the final plan.
- 8) The Owner shall assist the Engineer in obtaining all GIS layers that the Owner has available in electronic format useful for plan preparation including parcel data; existing road right-of-ways information; public/private utility easement routing; floodplains; wetlands; waterways; sanitary and storm sewer; land cover; active/abandoned railroads; points of interest; public facilities (government buildings, schools, etc.); city and ETJ limits, aerials, and land uses and zoning classifications.
- 9) The Owner shall assist with the identification of existing local-level ancillary programs and facilities related to this project.
- 10) The Owner shall assist with the identification of existing and potential local-level funding opportunities.
- 11) The Owner shall review and provide feedback on all drafts and plans within a timely manner.

Memo

To: Mayor and Commissioners
From: Stacy Stalls and Mandy Bullock
Date: November 4th, 2024
Re: Martin County Water and Sewer Utility Partnership Evaluation

Mayor and Board,

This assessment was done by an outside firm, Hazen, initiated by MCRWASA to evaluate regionalization asset plans of the various water and sewer entities within Martin County. A meeting was held to review suggestions on October 22, 2024. The meeting notes are included. The board will need to vote and approve the top 3 choices in order to submit to Hazen by **December 1, 2024.**

Recommendation: Staff recommends the board approve the following choices in this order:

Choice 1

County Wide Alternative Plan 1: Status Quo-This is the highest recommended choice as it keeps the Town of Williamston's water and sewer enterprise as it currently stands. Any option losing the enterprise fund would be detrimental to the town.

Choice 2

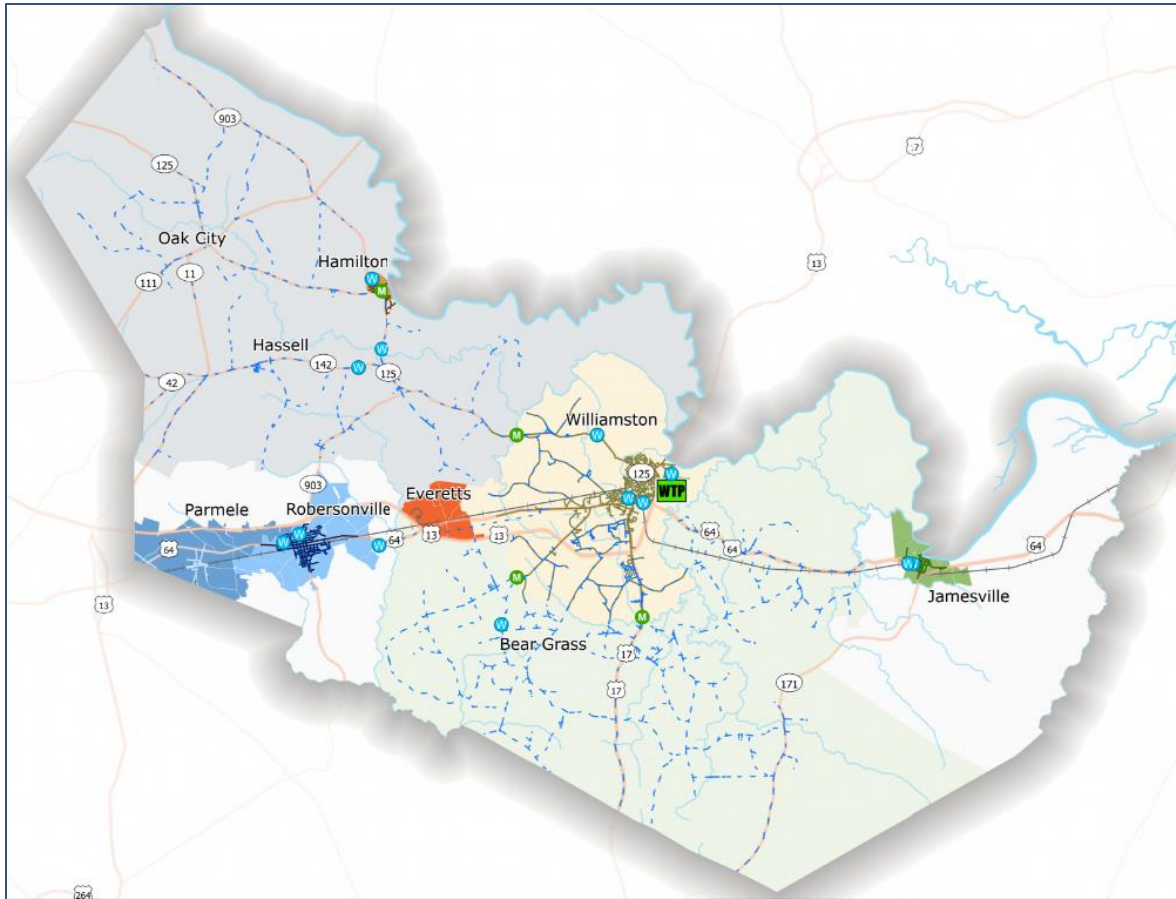
County Wide Alternative Plan 11: Williamston and Martin Co. Districts Partnership This would be the second option recommended as Martin County has similar operations as the Town. Water purchase would continue to be from MCRWASA; however, Williamston would assume responsibility of all billing and operational maintenance. *This would be dependent upon debt forgiveness and further feasibility assessments.*

Choice 3

County Wide Alternative Plan 10 Williamston and Everetts Partnership: This would be the third recommended option for the Town to consider based on feasibility. Water purchase would continue to be from MCRWASA; however, Williamston would assume responsibility of billing and operational maintenance. Infrastructure connections could be feasible. *This would be dependent upon infrastructure grants and further feasibility assessments.*



Hazen and Sawyer
4011 WestChase Blvd, Suite 500
Raleigh, NC 27607 • 919.755.8657



Martin County Water and Sewer Utility Partnership Evaluation

Technical Memo 3: Partnership Alternatives
October 2024

Table of Contents

1.	Introduction	1-1
1.1	Background	1-1
1.2	Definitions	1-1
2.	County-wide Partnership Alternatives	2-1
2.1	Status Quo	2-1
2.2	MCRWASA and County Partnership	2-3
2.2.1	Without debt forgiveness	2-4
2.2.2	With debt forgiveness	2-4
2.3	Williamston and County Partnership	2-5
2.3.1	Without debt forgiveness	2-6
2.3.2	With debt forgiveness	2-6
3.	Community-Level Alternatives	3-1
3.1	Greenville Utilities Commission	3-1
3.1.1	GUC, Robersonville, Everetts, Parmele Partnership	3-1
3.1.2	GUC and Parmele Retail Partnership	3-3
3.1.3	GUC and Parmele Wholesale Partnership	3-4
3.2	Williamston, Robersonville, Everetts, Parmele Partnership	3-5
3.2.1	Without debt forgiveness	3-6
3.2.2	With debt forgiveness	3-6
3.3	Parmele Wholesale Customer of MCRWASA	3-7
3.4	Robersonville, Everetts, Parmele Partnership	3-9
3.5	Parmele Wholesale Customer of Robersonville	3-11
3.6	Robersonville and Everetts Partnership	3-13
3.7	Williamston and Everetts Partnership	3-15
3.8	Williamston and Martin County Districts Partnership	3-17
3.9	Hamilton Wholesale Customer of MCRWASA	3-19
4.	Supplementary Alternatives	4-1
4.1	Hamilton Sewer Connections	4-1
4.2	County Interconnection to Jamesville	4-3
4.3	Plymouth Interconnection to Jamesville	4-4

5. Other Considerations.....5-1

5.1 PFAS Mitigation5-1

5.2 Martin County WSD-3 Connections to Jamesville or Martin County5-2

List of Tables

Table 1-1. Alternative Impact Symbols	1-2
Table 2-1. Status Quo Impact	2-2
Table 2-2. MCRWASA and County Partnership Impact (without debt forgiveness)	2-4
Table 2-3. MCRWASA and County Partnership Impact (with debt forgiveness)	2-4
Table 2-4. Williamston and County Partnership Impact (without debt forgiveness)	2-6
Table 2-5. Williamston and County Partnership Impact (with debt forgiveness)	2-6
Table 3-1. GUC, Robersonville, Everetts, Parmele Partnership Impact	3-2
Table 3-2. GUC and Parmele Retail Partnership Impact	3-4
Table 3-3. GUC and Parmele Wholesale Partnership Impact	3-4
Table 3-4. Williamston, Robersonville, Everetts, Parmele Impact (without debt forgiveness)	3-6
Table 3-5. Williamston, Robersonville, Everetts, Parmele Impact (with debt forgiveness)	3-6
Table 3-6. Parmele Wholesale Customer of MCRWASA Impact	3-8
Table 3-7. Robersonville, Everetts, Parmele Partnership Impact	3-10
Table 3-8. Parmele Wholesale Customer of Robersonville Impact	3-12
Table 3-9. Robersonville and Everetts Partnership Impact	3-14
Table 3-10. Williamston and Everetts Partnership Impact	3-16
Table 3-11. Williamston and Martin County Water Districts Partnership Impact	3-18
Table 3-12. Hamilton Wholesale Customer of MCRWASA Impact	3-20
Table 4-1. Hamilton Sewer Connections Impact	4-2
Table 4-2. County Interconnection to Jamesville Impact	4-3
Table 4-3. Plymouth Interconnection to Jamesville Impact	4-4
Table 5-1. Impact of Martin County WSD-3 Connections to Martin County	5-3
Table 5-2. Impact of Martin County WSD-3 Connections to Jamesville	5-3
Table A-1. Combined Utility Partnership Alternatives	1
Table B-1. County-wide Alternatives	1
Table B-2. Parmele Alternatives	2
Table B-3. Robersonville Alternatives	3
Table B-4. Everetts Alternatives	4
Table B-5. Williamston Alternatives	5
Table B-6. Martin County WSD-1 & WSD-2 Alternatives	6
Table B-7. Hamilton Alternatives	7
Table B-8. Jamesville Alternatives	8

List of Figures

Figure 2-1. Status Quo	2-1
Figure 2-2. MCRWASA and County Partnership	2-3
Figure 2-3. Williamston and County Partnership	2-5
Figure 3-1. GUC, Robersonville, Everetts, Parmele Partnership	3-1
Figure 3-2. GUC and Parmele Partnership	3-3
Figure 3-3. Williamston, Robersonville, Everetts, Parmele Partnership	3-5
Figure 3-4. Parmele Wholesale Customer of MCRWASA	3-7
Figure 3-5. Robersonville, Everetts, Parmele Partnership	3-9

Figure 3-6. Parmele Wholesale Customer of Robersonville	3-11
Figure 3-7. Robersonville and Everetts Partnership	3-13
Figure 3-8. Williamston and Everetts Partnership.....	3-15
Figure 3-9. Williamston and Martin County Water Districts Partnership.....	3-17
Figure 3-10. Hamilton Wholesale Customer of MCRWASA	3-19
Figure 4-1. Hamilton Sewer Connections	4-1
Figure 4-2. County Interconnection to Jamesville.....	4-3
Figure 4-3. Plymouth Interconnection to Jamesville	4-4
Figure 5-1. Martin County WSD-3 Connections to Jamesville or Martin County	5-2

List of Appendices

Appendix A. Combined Utility Partnership Alternatives
Appendix B. Utility Partnership Alternatives by Community

List of Acronyms

Abbreviation	Definition
AIA	Asset Inventory and Assessment
CCPCUA	Central Coastal Plain Capacity Use Area
CIP	Capital improvements program
DWR	North Carolina Department of Environmental Quality Division of Water Resources
gal	Gallon
NC DEQ	North Carolina Department of Environmental Quality
FY	Fiscal year
LWSP	Local Water Supply Plan
MCL	Maximum contaminant levels
MCRWASA	Martin County Regional Water and Sewer Authority
MG	Million gallons
mgd	Million gallons per day
US EPA	United States Environmental Protection Agency
WWTP	Wastewater treatment plant

1. Introduction

1.1 Background

The water and wastewater utilities within Martin County face the challenges of varying water restrictions, limited forecasted economic growth, and customer rates that are above the state median. Each utility also retains varying resources that present opportunities for utility partnerships across the county. Based on the current operational and financial status of each utility, a compilation of potential partnership opportunities, or “alternatives,” were developed which represent a variety of options for utility partnerships. The alternatives are summarized in Appendix A (Table A-1) and, for ease of reference, Appendix B sorts those alternatives by community.¹ Due to the nature of these partnership opportunities, more variations on these options exist and the provided list is meant to highlight the most-likely scenarios as well as establish a basis for discussion for more-complicated combinations that could be desirable.

This report divides partnership opportunities into:

- Alternatives that would affect all county utilities, Section □.
- Alternatives that would affect a subset of county utilities, Section 2.
- Additional opportunities that could benefit system redundancy, Section 3.2.1.
- Other considerations that may affect analysis, e.g., potentially required PFAS treatment, Section 4.1.

An initial, qualitative evaluation of the impact of each alternative is provided to aid stakeholders in prioritizing the alternatives and in communicating which alternatives are the most worth investigating. These are “high level” assessments based on available information and most county utilities are undergoing assessments to better characterize their system capital needs. For example, ongoing asset inventories and assessments (AIAs) will help identify system improvements needed before a utility partnership may occur. Based on stakeholder feedback, subsequent reports will provide in-depth quantitative analysis for a reduced number of alternatives.

Note that the below alternatives focus on water systems. Wastewater considerations are mentioned as applicable but are not always detailed in the figures.

1.2 Definitions

Each alternative referenced in the following sections includes a title and a brief description. If a title includes the term “partnership”, that term is defined as:

¹ For a summary of the operational and financial status of each Martin County utility, see Hazen and Sawyer Technical Memo 1: Current Utility Operations and Finances, September 2024. <https://hazenandsawyer-my.sharepoint.com/:f/p/charris/EkIOO8ZE-iZAs0Tj9cCn848BACaAfwRNymaQSTDyQN8Olq>

- **Partnership:** In a partnership scenario, a town or utility agrees to supply, operate, maintain, and/or administer the water or wastewater system for another town or utility. This could be through a change of ownership of the system(s) or by a contract for services.

Each alternative also includes the entity responsible for “supply”, “O&M”, and “billing.” These are assigned as follows:

- **Supply:** The town or utility providing the water in a scenario.
- **O&M:** The town or utility providing all of the operations and maintenance for a water distribution system.
- **Billing:** The town or utility reading meters, delivering and collecting customer bills, and processing payments.

Each alternative is assessed for three impacts: near-term costs, long-term costs, and level of service. These terms are defined as:

- **Costs:** “Costs” encompass any impact to a utility’s water fund, e.g., capital projects, customer rates, or staff salaries.
- **Near-term:** “Near-term” can be interpreted as an impact that would occur within the next five years. This might be the time required to complete a capital project or to establish policy changes that might eventually affect costs.
- **Long-term:** “Long-term” can be interpreted as an impact occurring in greater than five years. This represents the steady-state result for a utility or community after implementing an alternative. These costs are assumed to consider future “unit costs”, not total costs (total revenue or total expenses).
- **Level of service:** Represents the customer’s water quality, system reliability, and overall quality of interaction with the utility.

The trend of each impact is highlighted with the terms and symbols shown in Table 1-1.

Table 1-1. Alternative Impact Symbols

Symbol	Definition
[Blank]	No noticeable increase or decrease
● Increase	Noticeable increase in costs, either near- or long-term.
● Decrease	Noticeable decrease in costs, either near- or long-term.
● Improved	Improved level of service.

For alternatives that involve partnerships with MCRWASA, or current MCRWASA customers, “debt forgiveness” is a critical motivator and is defined as follows:

- **Debt forgiveness:** The relief or “write-off” of a debt from a utility to the institution that initiated a loan. For Martin County, the term is used throughout this report to represent the removal of all debt associated with the construction of the MCRWASA water treatment plant (WTP) through financial assistance.

2. County-wide Partnership Alternatives

2.1 Status Quo

In this alternative, the entire county would elect to make no changes and to continue operating at the existing state, or “status quo.” Figure 2-1 shows sources of water supply, O&M, and billing, which would remain with the utility currently responsible.

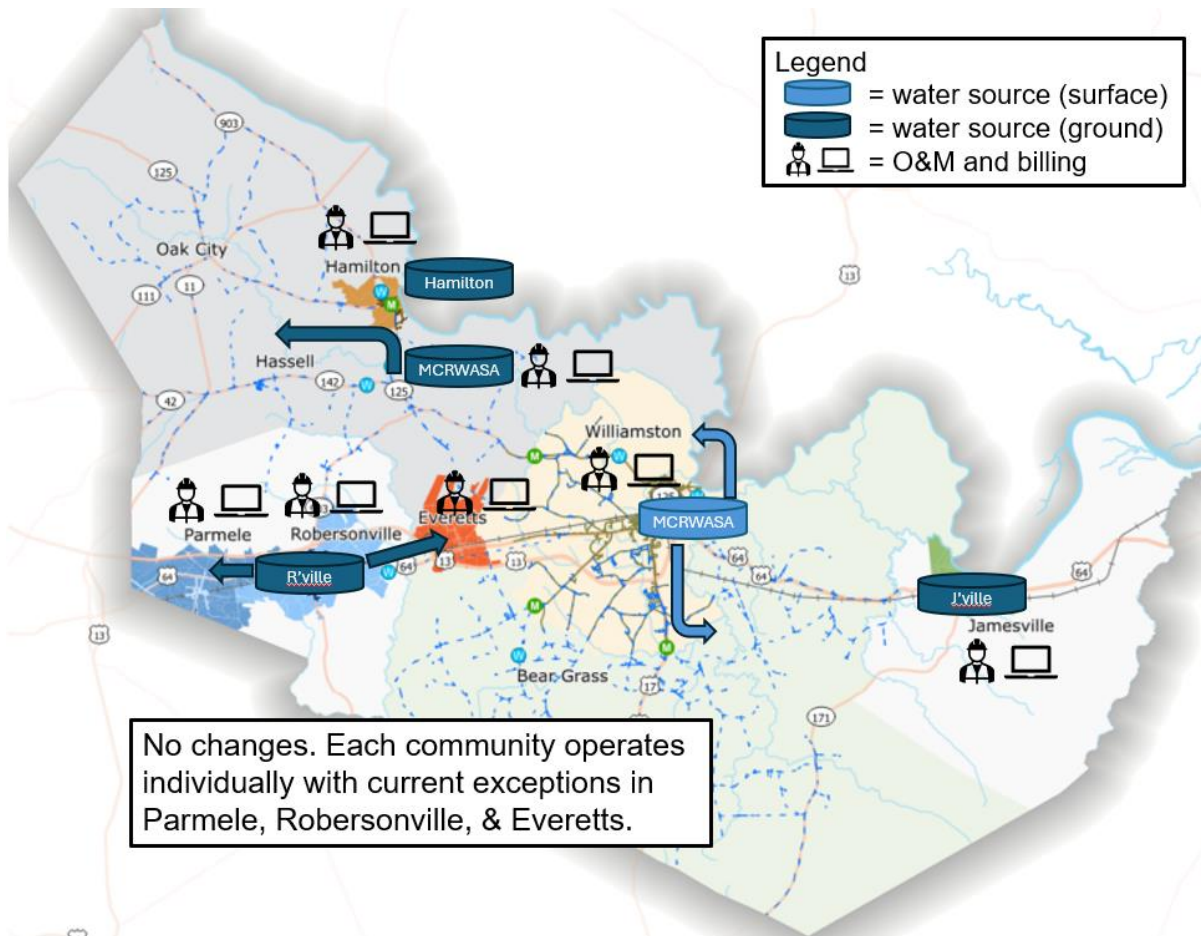


Figure 2-1. Status Quo

Under this alternative:

- Parmele and Everetts continue to purchase groundwater, wastewater treatment, and services from Robersonville.
- Robersonville continues to provide groundwater, wastewater treatment, and services for Parmele and Everetts and continues to contract operation of the Robersonville wastewater treatment plant (WWTP).

- Williamston continues to purchase surface water from the Martin County Regional Water and Sewer Authority (MCRWASA) and supplement with Town wells.
- Martin County continues to purchase MCRWASA groundwater for water and sewer district one (WSD-1) and purchase MCRWASA surface water for WSD-2.
- Hamilton and Jamesville continue to use Town groundwater and treat Town wastewater.

As shown in Table 2-1, utilities will continue to be singularly responsible for all capital, operational, and administrative costs in their service areas. Customers across the county currently pay rates higher than the state average and this would be anticipated to continue.²

Table 2-1. Status Quo Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
All	-	-	-	Water supplies and O&M schemes remain unchanged.

² See Hazen and Sawyer Technical Memo 1: Current Utility Operations and Finances, September 2024.
<https://hazenandsawyer-my.sharepoint.com/:f/p/charris/EkIOO8ZE-iZAsoTj9cCn848BACaAfwRNymaQSTDyQN8Olg>

2.2 MCRWASA and County Partnership

One option that must be considered is a single, centralized utility for the county. There are several possibilities of governance structure and organization of a consolidated utility. This alternative explores the impacts of MCRWASA, an independent utility authority that is not associated with any individual municipal or county government, serving as the governance structure for a combined Martin County utility. See Figure 2-2 below.

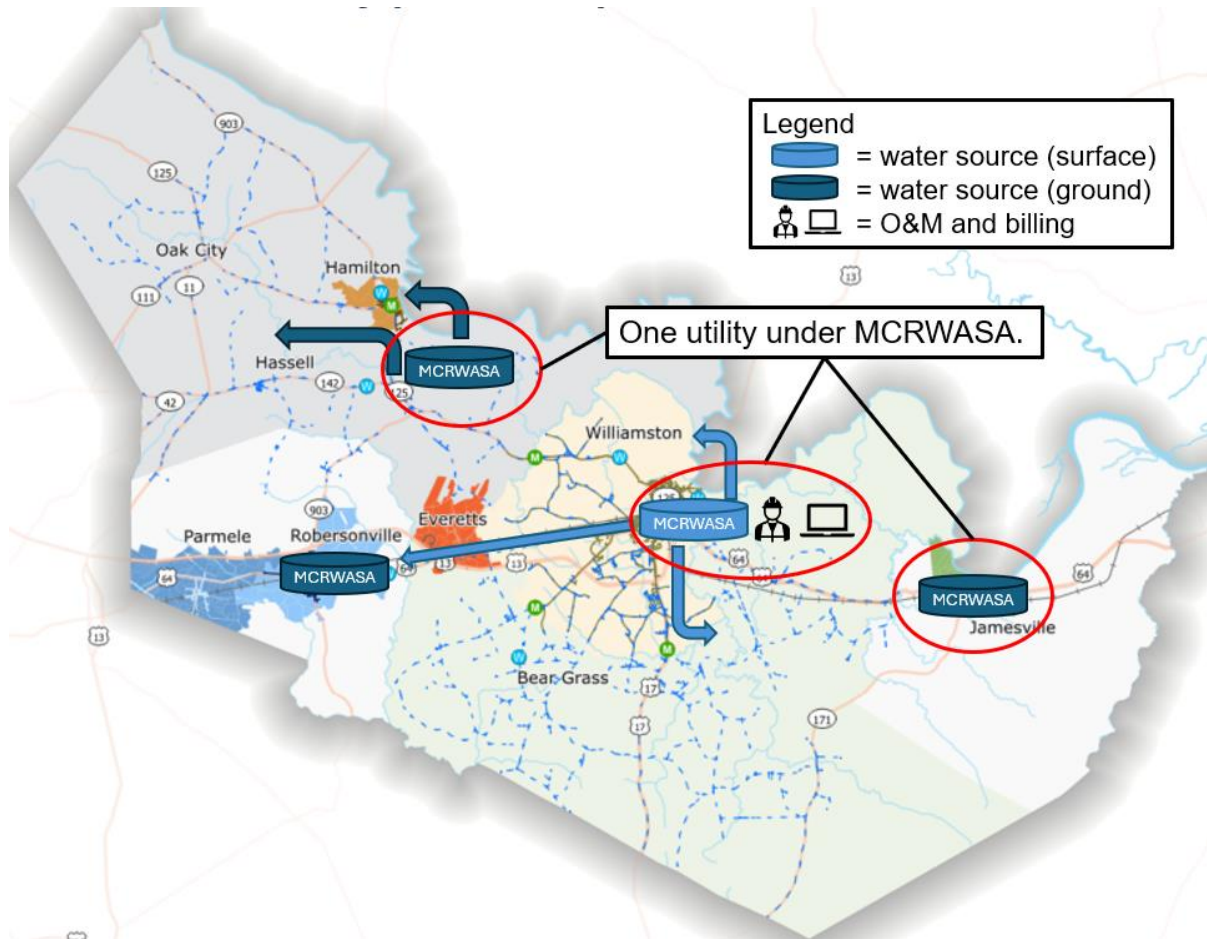


Figure 2-2. MCRWASA and County Partnership

Under this alternative:

- MCRWASA grows in responsibility to become the single water and wastewater utility for the county. Staffing and equipment would likely be sourced from each individual current utility but “O&M” and “billing” (as defined in Section 1.2) would be centralized under MCRWASA.
- MCRWASA could elect to distribute surface water to Parmele, Robersonville, and Everetts or utilize existing groundwater facilities, whichever is operationally and economically viable.

- Assumes no new interconnections required and Jamesville remains disconnected from Martin County water lines.
- Jamesville O&M and billing would be overseen by MCRWASA.

2.2.1 Without debt forgiveness

As shown in Table 2-2, benefits to long-term costs and level of service could occur due to improved efficiencies achieved by reducing the number of utilities in the county. For example, the cost to operate the Robersonville WWTP may decrease if shared county staff operate the plant rather than a contract that serves only the Robersonville WWTP.

For non-MCRWASA customers, customer water rates might increase to levels closer to Williamston and Martin County Water District current rates. For Williamston and Martin County customers, water rates might slightly decrease as debt service for WTP is allocated among a larger customer base. This option assumes that no WTP based debt retirement option is available from state or federal sources.

Table 2-2. MCRWASA and County Partnership Impact (without debt forgiveness)

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston / Martin Co. Districts	● Decrease	● Decrease	● Improved	MCRWASA must restructure. Customer rates decrease by sharing WTP debt across more customers. Efficiency from consolidated O&M and billing.
Parmele / Robersonville / Everetts / Hamilton / Jamesville	● Increase	● Increase	● Improved	Increased rates due to sharing in WTP debt payment. Efficiency from consolidated O&M and billing.

2.2.2 With debt forgiveness

If state or federal debt forgiveness becomes available for the MCRWASA treatment plant, benefits would increase to all customers through a decrease in water rates, as shown in Table 2-3.

Table 2-3. MCRWASA and County Partnership Impact (with debt forgiveness)

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston / Martin Co. Districts	● Decrease	● Decrease	● Improved	MCRWASA must restructure. Immediate decrease in customer costs due to WTP debt forgiveness. Efficiency from consolidated O&M and billing.
Parmele / Robersonville / Everetts / Hamilton / Jamesville	● Decrease	● Decrease	● Improved	Efficiency from consolidated O&M and billing.

2.3 Williamston and County Partnership

Williamston, as the largest Martin County utility, might also serve as the single, centralized water and sewer utility for the county, with MCRWASA continuing to represent county-wide water requirements. Figure 2-3 shows O&M and billing centralized under Williamston and water supply provided via MCRWASA. In this scenario (see Figure 2-3), Williamston would manage O&M and billing instead of the existing utilities and MCRWASA would operate the WTP and local wells to supply surface and groundwater to Martin County communities.

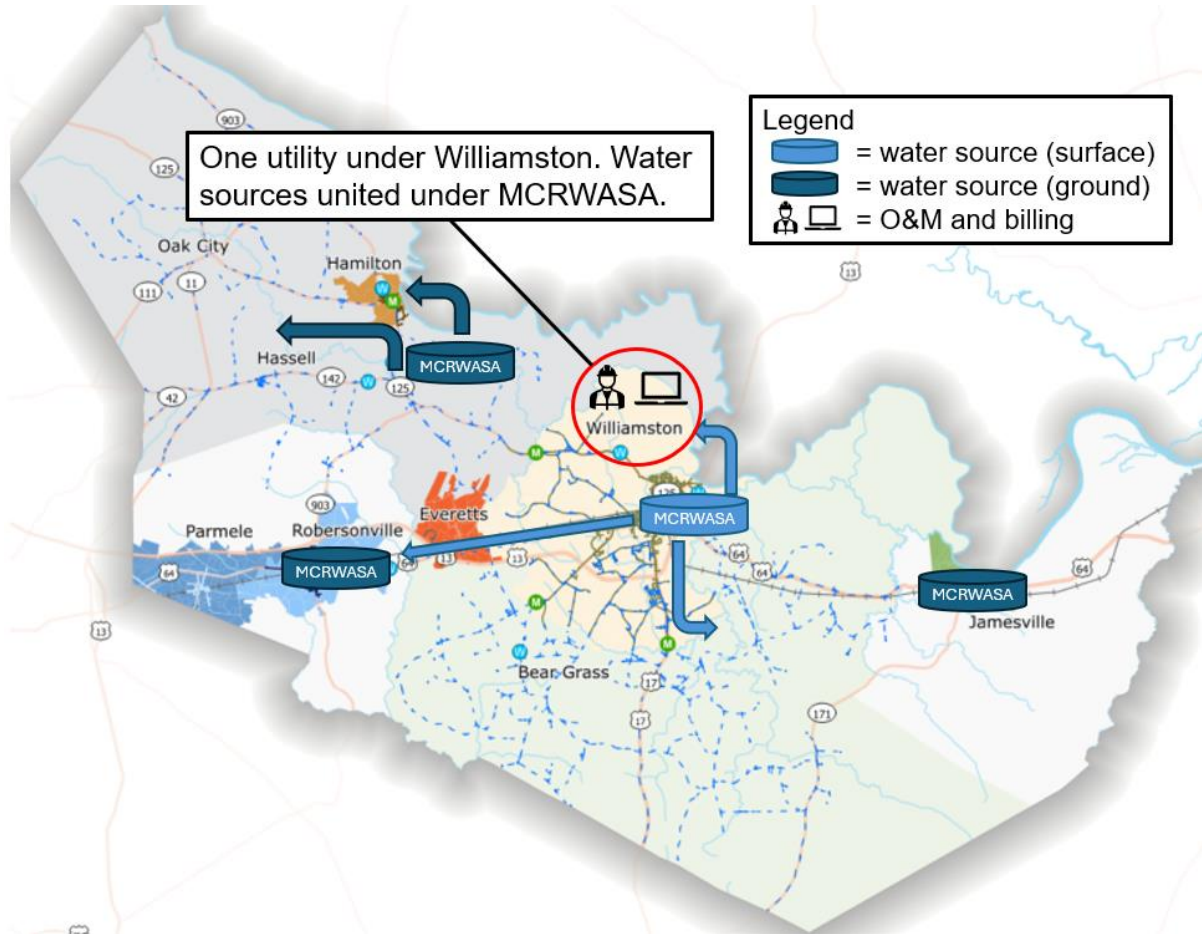


Figure 2-3. Williamston and County Partnership

Under this alternative:

- Williamston becomes the single water and sewer utility for the county and a wholesale customer of MCRWASA. Current staff and equipment would likely remain in place but “O&M” and “billing” would be centralized under Williamston.
- MCRWASA already provides water for Williamston and Martin County WDS-1 and WSD-2 and therefore may also serve as a water supplier for the remainder of the county. Like the previous alternative, Williamston might elect to source Parmele, Robersonville,

and Everetts with groundwater or WTP surface water based on economic and operational considerations.

- Williamston provides O&M for County WWTPs.

2.3.1 Without debt forgiveness

As shown in Table 2-4, and like the previous alternative, benefits to long-term costs and level of service could occur due to efficiencies achieved by reducing the number of utilities in the county (e.g., shared maintenance staff and equipment).

For some communities, customer water rates may increase due to debt service of the MCRWASA WTP, and, for others, water rates may decrease as debt is divided among more customers. This option assumes that debt relief for the MCRWASA WTP is not available.

Table 2-4. Williamston and County Partnership Impact (without debt forgiveness)

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston / Martin Co. Districts	● Decrease	● Decrease	● Improved	Williamston restructures. Customer rates decrease by sharing WTP debt across more customers. Efficiency from consolidated O&M and billing.
Parmele / Robersonville / Everetts / Hamilton / Jamesville	● Increase	● Increase	● Improved	Increased rates due to sharing in WTP debt payment. Efficiency from consolidated O&M and billing.

2.3.2 With debt forgiveness

If WTP debt relief is available, benefits would increase to all customers by a decrease in water rates, as shown in Table 2-5.

Table 2-5. Williamston and County Partnership Impact (with debt forgiveness)

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston / Martin Co. Districts	● Decrease	● Decrease	● Improved	Williamston restructures. Immediate decrease in customer costs due to WTP debt forgiveness. Efficiency from consolidated O&M and billing.
Parmele / Robersonville / Everetts / Hamilton / Jamesville	● Decrease	● Decrease	● Improved	Efficiency from consolidated O&M and billing.

3. Community-Level Alternatives

3.1 Greenville Utilities Commission

3.1.1 GUC, Robersonville, Everetts, Parmele Partnership

The Greenville Utilities Commission (GUC) provides water and sewer for the Town of Bethel, which is three miles southwest of Parmele. This alternative involves GUC providing water and sewer for Robersonville, Everetts, and Parmele through the installation of new water transmission lines, as shown in Figure 3-1.

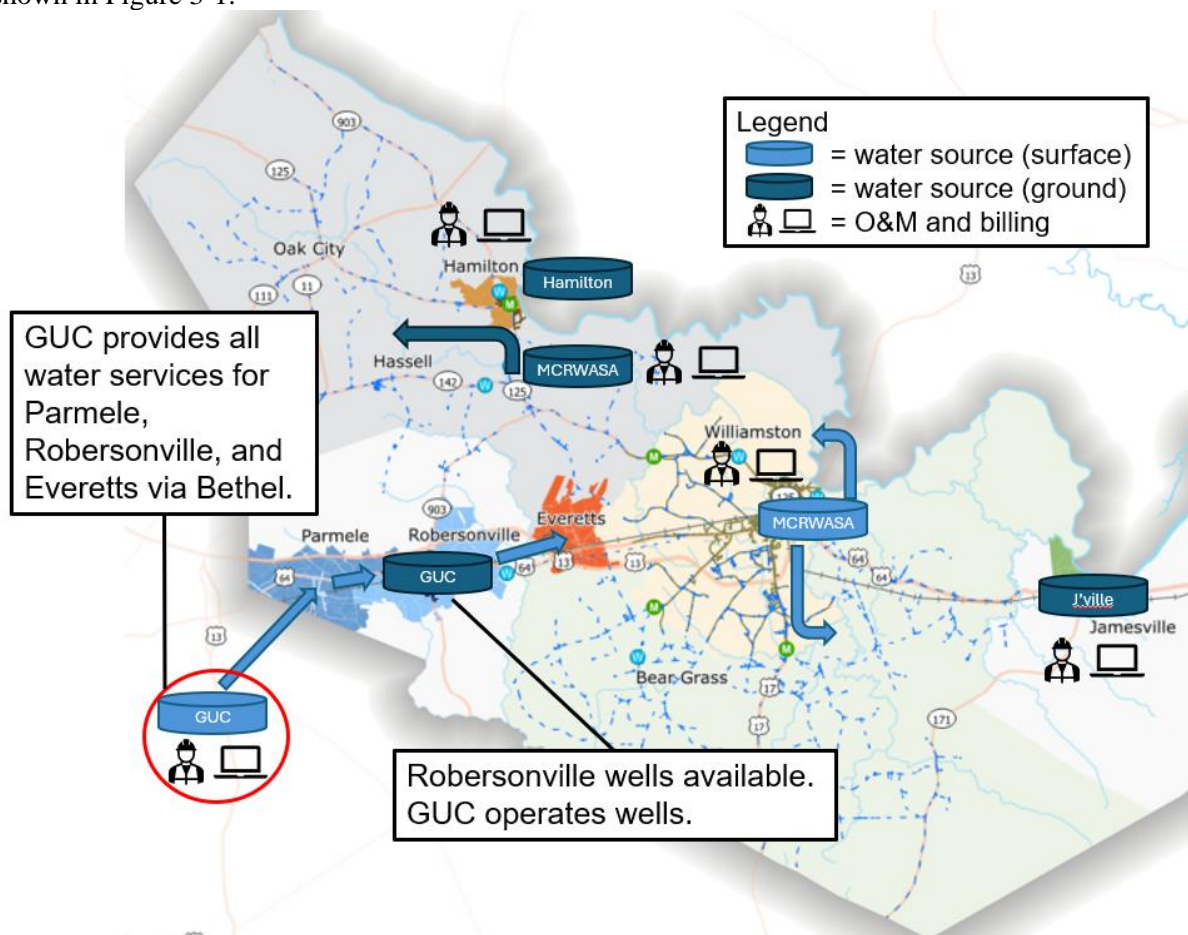


Figure 3-1. GUC, Robersonville, Everetts, Parmele Partnership

Under this alternative:

- Treated surface water from Greenville is conveyed via Bethel to Parmele, Robersonville, and Everetts. Wastewater continues to be treated at Robersonville WWTP.

- GUC provides O&M and billing for Parmele, Robersonville, and Everetts through either a service contract or ownership of the water and sewer systems. GUC operates Robersonville groundwater wells and WWTP.
- Other county utilities continue with the “status quo” or execute another mutually exclusive alternative.

As shown in Table 3-1. GUC, Robersonville, Everetts, Parmele Partnership ImpactTable 3-1, GUC may benefit from increased usage of its WTP, and Robersonville, Everetts, and Parmele would benefit from GUC’s resources and improved efficiencies from a central utility. There would, however, be an initial cost to construct a water connection between Bethel and Parmele.

Table 3-1. GUC, Robersonville, Everetts, Parmele Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
GUC	-	-	-	Adding Martin County customers not accounted for in long-term water planning.
Robersonville	● Increase	-	● Improved	Construct connection to Bethel. Increased efficiency of O&M and billing. Reduced groundwater use. GUC out-of-city rates higher than current Robersonville rates.
Everetts	● Increase	-	● Improved	Construct connection to Bethel. Increased efficiency of O&M and billing. GUC out-of-city rates higher than current Everetts rates.
Parmele	● Increase	-	● Improved	Construct connection to Bethel. Increased efficiency of O&M and billing. GUC out-of-city rates higher than current Parmele rates.

3.1.2 GUC and Parmele Retail Partnership

As shown in Figure 3-2, a smaller, streamlined alternative with GUC is for Parmele to purchase water services as a retail customer.

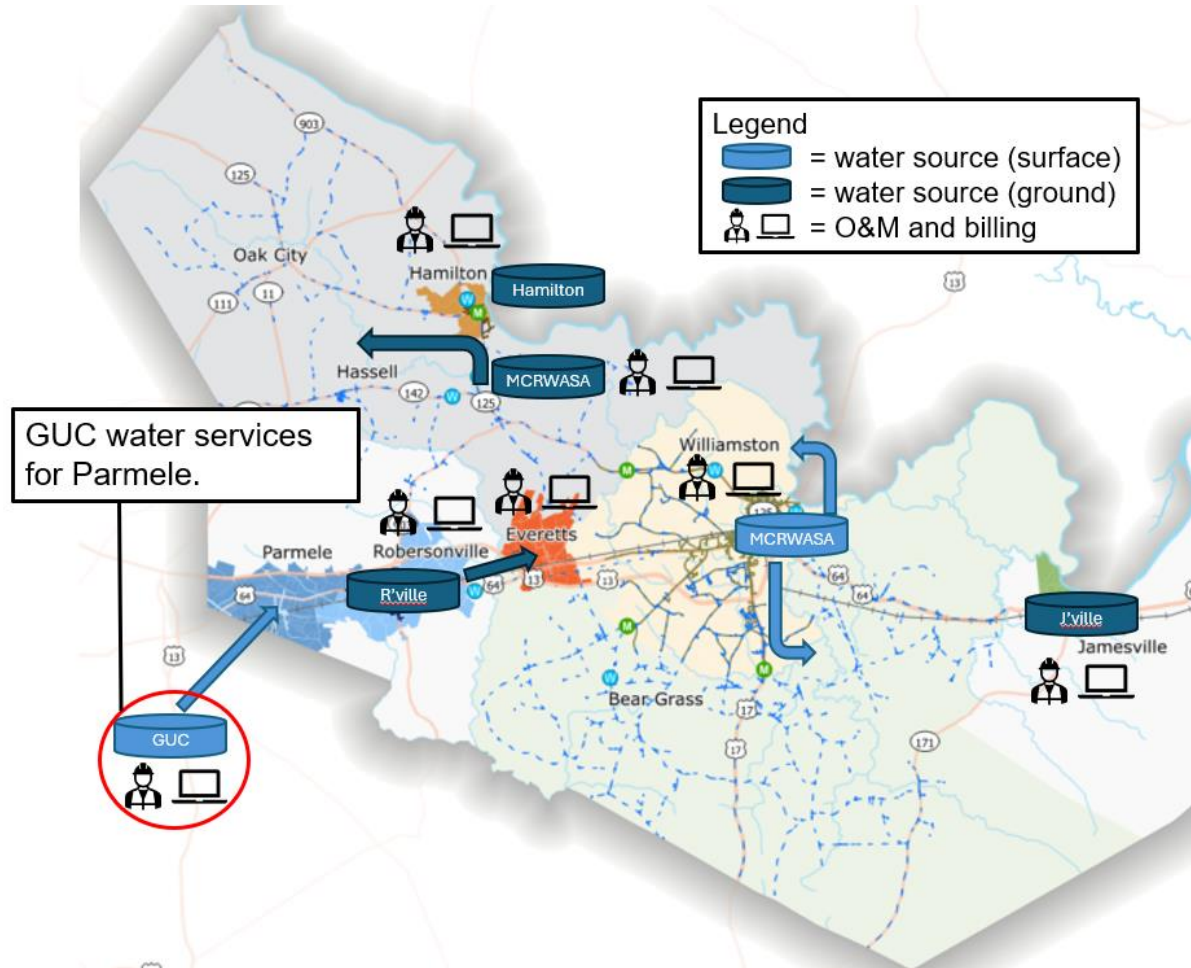


Figure 3-2. GUC and Parmele Partnership

Under this alternative:

- Through a service contract, GUC provides water, O&M, and billing to Parmele only.
- Parmele wastewater is still treated with Robersonville.
- Robersonville, Everetts, and the remainder of the county continue with the “status quo” or execute a separate, mutually exclusive alternative.

As shown in Table 3-2, GUC might benefit from increased usage of its WTP capacity although with a marginal increase in administrative burden (i.e. the relative cost effectiveness of GUC serving Parmele only rather than Parmele, Robersonville, and Everetts is unclear at this level of analysis). Parmele might benefit from a larger water service provider, however the Town would incur

construction costs for conveyance and would maintain a contractual relationship with Robersonville for wastewater treatment.

Table 3-2. GUC and Parmele Retail Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
GUC	-	-	-	Adding Martin County customers not accounted for in long-term water planning
Parmele	● Increase	-	● Improved	Construct connection to Bethel. O&M consolidation under GUC. Separate sewer contract with Robersonville. GUC out-of-city rates higher than current Parmele rates.
Robersonville	-	-	-	
Everetts	-	-	-	

3.1.3 GUC and Parmele Wholesale Partnership

Rather than purchase all water services from GUC, Parmele could also purchase water only and the Town would provide its own O&M and billing services. This option provides Parmele more autonomy as a water utility than in the “status quo” and provides another option for a water vendor.

As shown in Table 3-3, Parmele could see customer savings if GUC rates are lower than as charged from Robersonville, however, the Town would incur a construction cost for the conveyance of surface water from Bethel.

Table 3-3. GUC and Parmele Wholesale Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
GUC	-	-	-	Adding Martin County customers not accounted for in long-term water planning
Parmele	● Increase	-	-	Construct connection to Bethel. Separate sewer contract with Robersonville. Parmele rates are below the state median and should increase with purchasing from GUC, whose customer rates are higher than Robersonville.
Robersonville	-	-	-	
Everetts	-	-	-	

3.2 Williamston, Robersonville, Everetts, Parmele Partnership

Williamston has the capacity to serve as a centralized utility for Robersonville, Everetts, and Parmele. Figure 3-3 shows O&M and billing centralized under Williamston and water supply provided via MCRWASA.

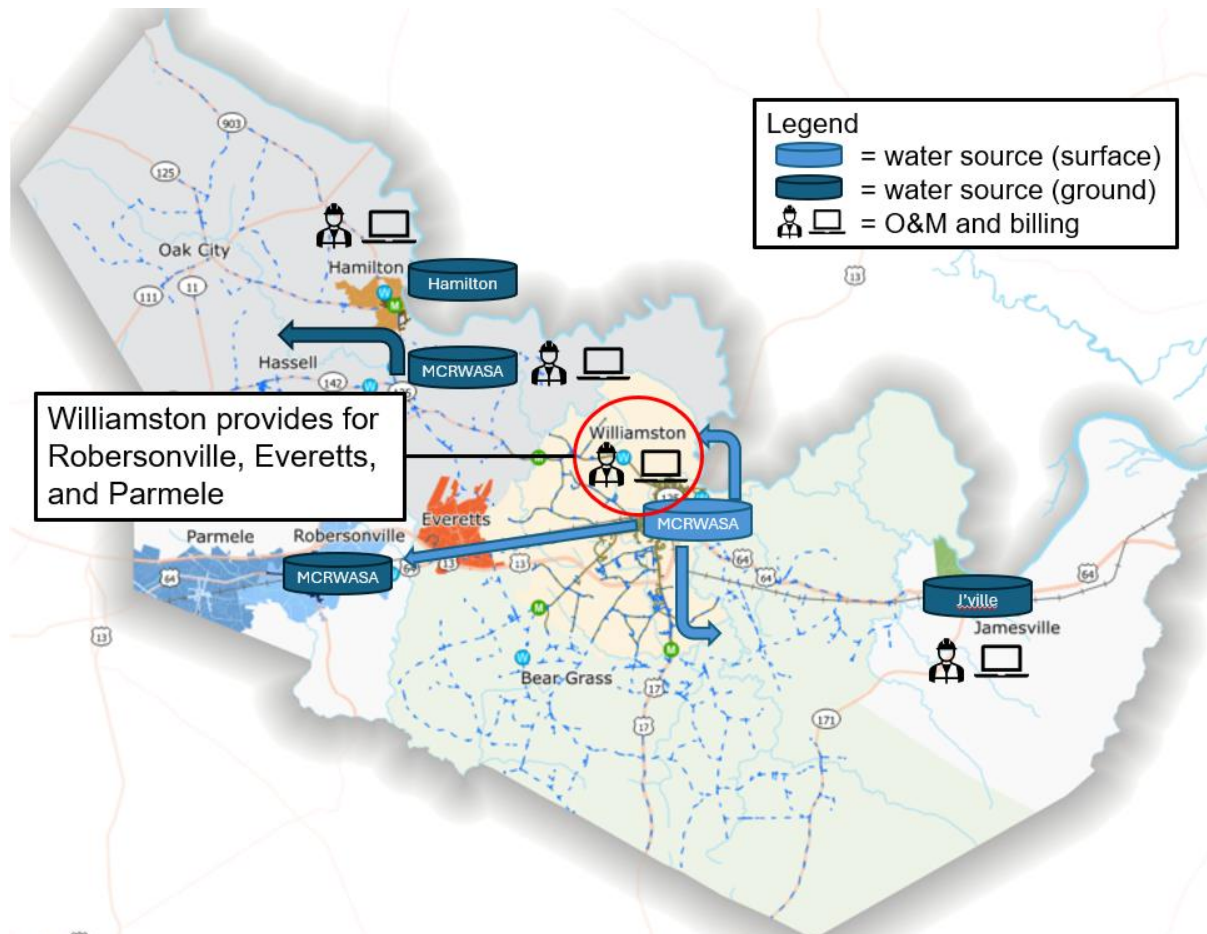


Figure 3-3. Williamston, Robersonville, Everetts, Parmele Partnership

Under this alternative:

- Williamston becomes the single water and sewer utility for the Williamston, Robersonville, Everetts, and Parmele (by service contract or ownership). It is likely that current staff and equipment would remain in place but that “O&M” and “billing” would be centralized under Williamston.
- MCRWASA remains the water “supplier.”
- MCRWASA could elect to distribute surface water to Parmele, Robersonville, and Everetts if economically viable, or continue to operate the groundwater wells.

3.2.1 Without debt forgiveness

As shown in Table 3-4, benefits to long-term costs and level of service could occur due to efficiencies achieved through reducing the number of operating utilities (e.g., shared maintenance staff).

For Robersonville, Everetts, and Parmele, however, customer water rates might increase due to the existing debt service of the MCRWASA WTP. Williamston water rates would decrease because the MCRWASA debt would be allocated across a larger customer base. This option assumes that the WTP debt relief is not available.

Table 3-4. Williamston, Robersonville, Everetts, Parmele Impact (without debt forgiveness)

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston	● Decrease	● Decrease	-	More WTP customers and shared debt.
Robersonville	● Increase	● Increase	● Improved	Increased rates due to sharing in WTP debt payment. Efficiency from consolidated O&M and billing.
Everetts	● Increase	● Increase	● Improved	Increased rates due to sharing in WTP debt payment. Efficiency from consolidated O&M and billing.
Parmele	● Increase	● Increase	● Improved	Increased rates due to sharing in WTP debt payment. Efficiency from consolidated O&M and billing.
Martin County	● Decrease	● Decrease	-	Decreased rates due to shared debt.

3.2.2 With debt forgiveness

If MCRWASA receives debt forgiveness for the WTP debt, benefits should confer to all customers through a decrease in water rates, as shown in Table 3-5. Martin County customers would also benefit from debt forgiveness as rates would decrease.

Table 3-5. Williamston, Robersonville, Everetts, Parmele Impact (with debt forgiveness)

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston	● Decrease	● Decrease	-	More WTP customers and shared debt.
Robersonville	● Decrease	● Decrease	● Improved	Efficiency from consolidated O&M and billing.
Everetts	● Decrease	● Decrease	● Improved	Efficiency from consolidated O&M and billing.
Parmele	● Decrease	-	● Improved	Efficiency from consolidated O&M and billing. Parmele rates below state median and likely to increase when averaged with other county customers.
Martin County	● Decrease	● Decrease	-	Decreased rates due to debt forgiveness

3.3 Parmele Wholesale Customer of MCRWASA

Like the option of Parmele as a wholesale customer of GUC, from Section 3.1.3, in this scenario, Parmele is a wholesale customer of MCRWASA, shown in Figure 3-4.

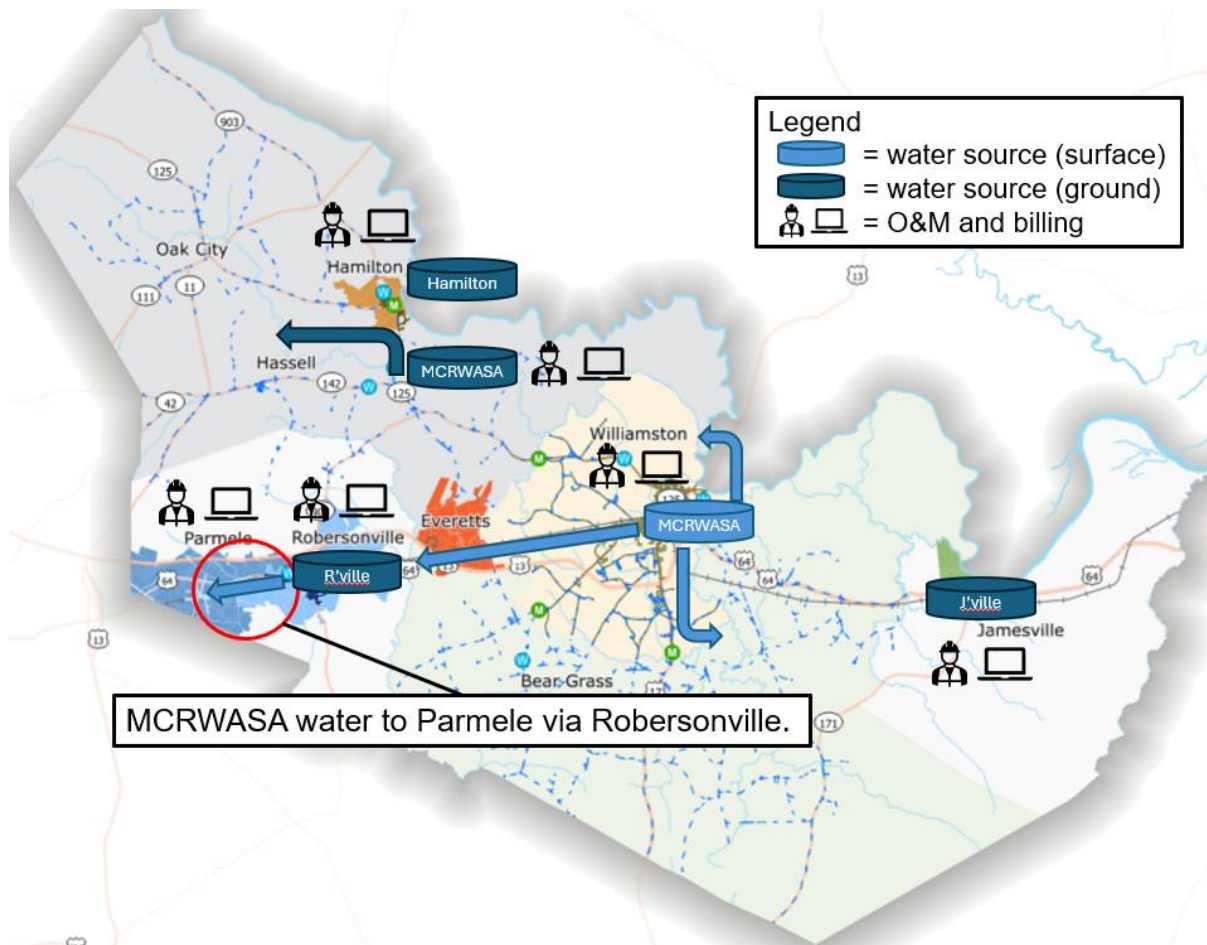


Figure 3-4. Parmele Wholesale Customer of MCRWASA

Under this alternative:

- Debt forgiveness assumed for MCRWASA WTP, which lowers potential costs of a partnership with MCRWASA.
- Parmele purchases surface water from MCRWASA.
- In coordination with Robersonville, Parmele constructs a new water line from Parmele to connect with the existing 10-inch interconnection between Williamston and Robersonville (from MCRWASA line which begins in Williamston, passes through Everetts, and terminates in Robersonville).
- Parmele operates O&M and billing.

- Robersonville continues to treat Parmele wastewater.

As shown in Table 3-6, Parmele could benefit from a larger water supplier, however there will be some cost for maintenance of the line between MCRWASA and Robersonville (10-inch interconnect, currently unused) and construction of conveyance between Parmele to the 10-inch line, which terminates in Robersonville. Parmele would also assume O&M and billing, which may add to near-term costs.

Table 3-6. Parmele Wholesale Customer of MCRWASA Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Robersonville	-	-	-	Unit costs marginally increase with decrease in customer base. Increased groundwater capacity (less demand).
Everetts	-	-	-	O&M, billing consolidation
Parmele	● Increase	● Increase	-	Parmele customers to pay for new connection and debt service likely to affect “long-term” customer cost.
Williamston / Martin Co.	-	-	-	More WTP customers and shared debt.

3.4 Robersonville, Everetts, Parmele Partnership

Shown in Figure 3-5, another alternative is for Parmele and Everetts to fully consolidate O&M and billing under Robersonville.

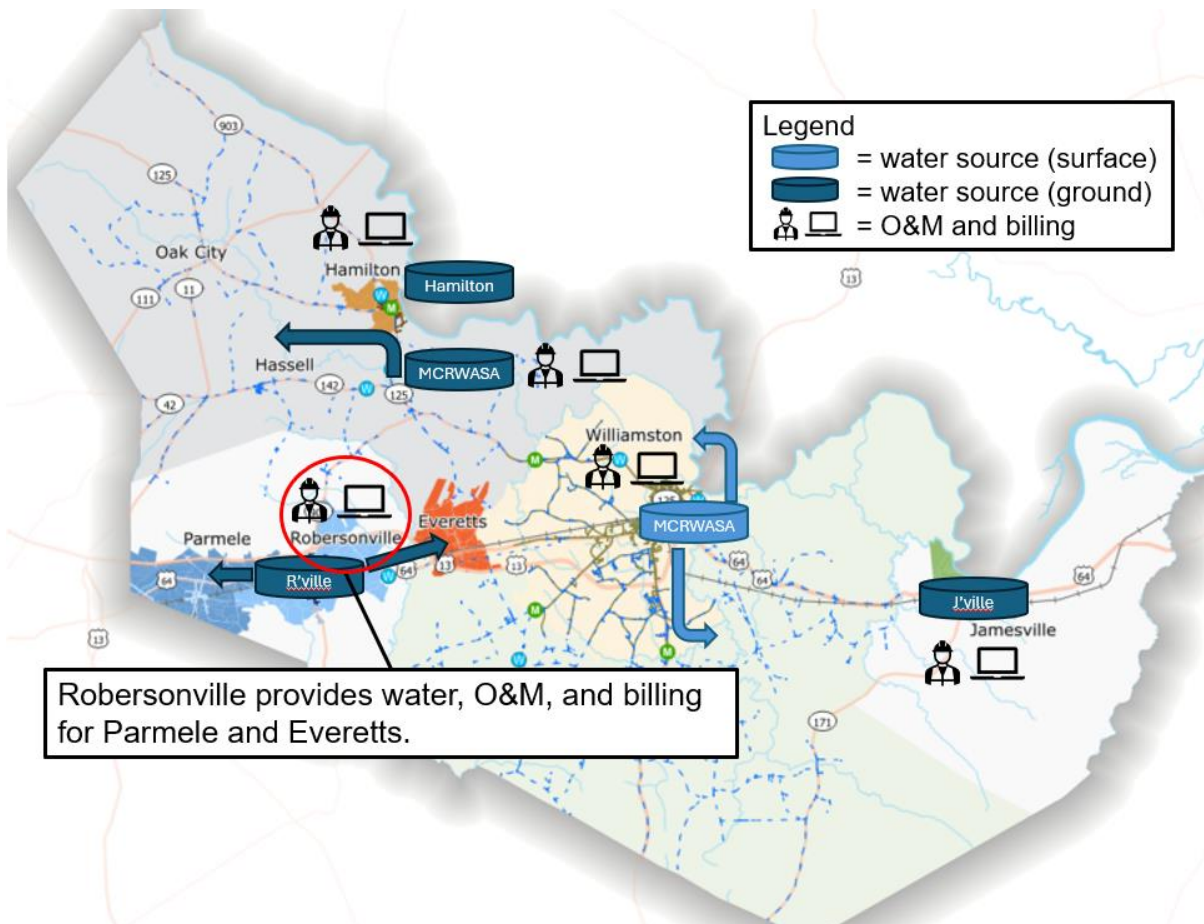


Figure 3-5. Robersonville, Everetts, Parmele Partnership

Under this alternative:

- Robersonville continues to supply water to Parmele and Everetts and now also provides complete O&M and billing, which could be through ownership or a service contract. This alternative differs from the status quo as Everetts and Parmele customers become customers of Robersonville, with Robersonville billing and receiving payments directly from Everetts and Parmele customers.

As shown in Table 3-7, each town should benefit from efficiencies of completely consolidating O&M and billing. Parmele currently has the lowest customer water rates in the county and should experience some increase in rates.

Table 3-7. Robersonville, Everetts, Parmele Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Robersonville	-	-	-	Increased efficiency of O&M and billing.
Everetts	-	-	● Improved	Increased efficiency of O&M and billing.
Parmele	● Increase	-	● Improved	Parmele rates below state median and likely to increase when averaged with other county customers, at least in the near-term. Increased efficiency of O&M and billing.

3.5 Parmele Wholesale Customer of Robersonville

As shown in Figure 3-6, Parmele could elect for more autonomy and become a wholesale customer of Robersonville.

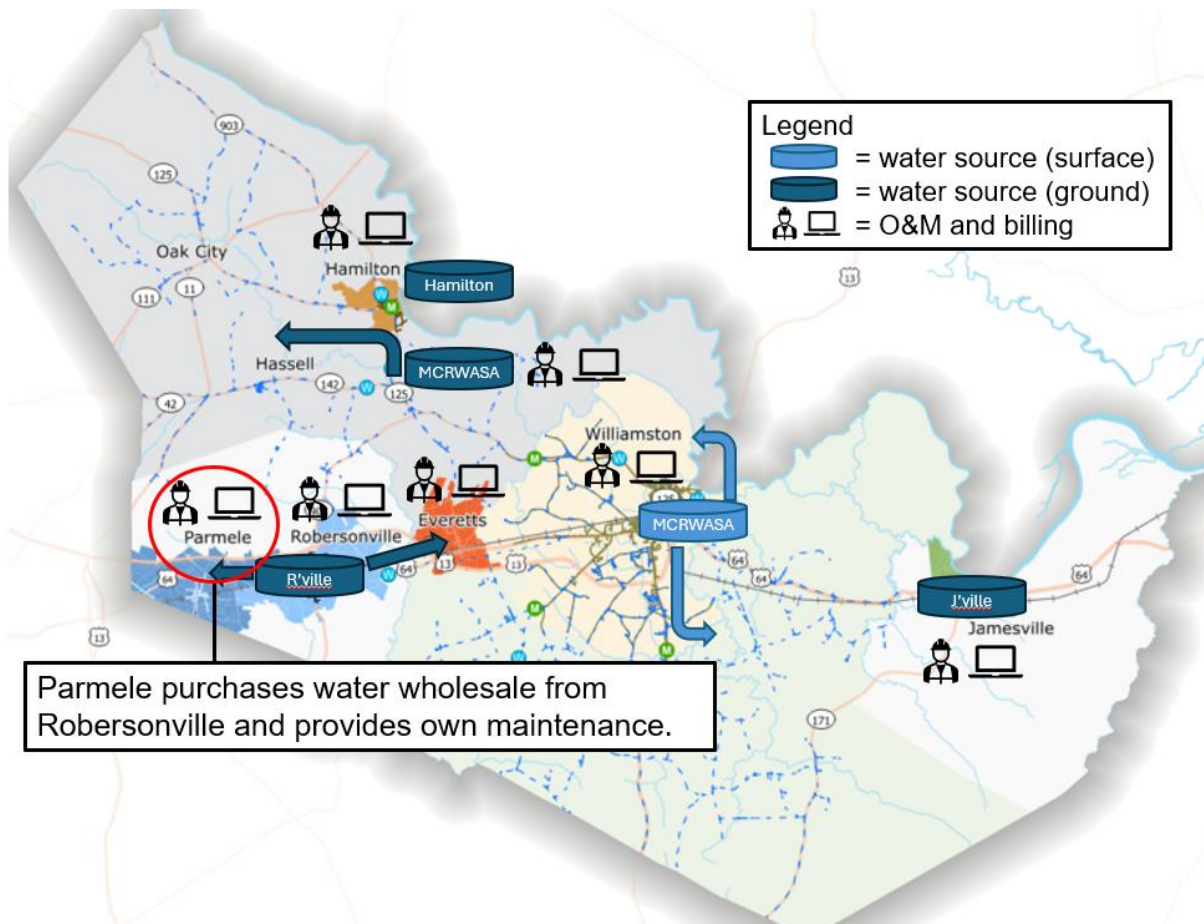


Figure 3-6. Parmele Wholesale Customer of Robersonville

Under this alternative:

- Parmele ceases the service contract with Robersonville and continues purchasing water and sewer as a wholesale customer.
- Parmele provides all O&M and billing for the Town.

As shown in Table 3-8, Parmele may benefit from increased efficiency of billing and system administration but may need to increase O&M capability (e.g., staff, equipment).

Table 3-8. Parmele Wholesale Customer of Robersonville Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Parmele	● Increase	-	-	Initial investment in billing and admin software and maintenance equipment. Increased autonomy, more-efficient billing. Parmele rates below state median and likely to increase during contract changes.
Robersonville	-	-	-	Increased groundwater capacity (less demand).
Everetts	-	-	-	

3.6 Robersonville and Everetts Partnership

As recommended in a 2020 merger and regionalization study conducted by The Wooten Company (TWC),³ all O&M and billing for Everetts could consolidate under Robersonville, as shown in Figure 3-7.

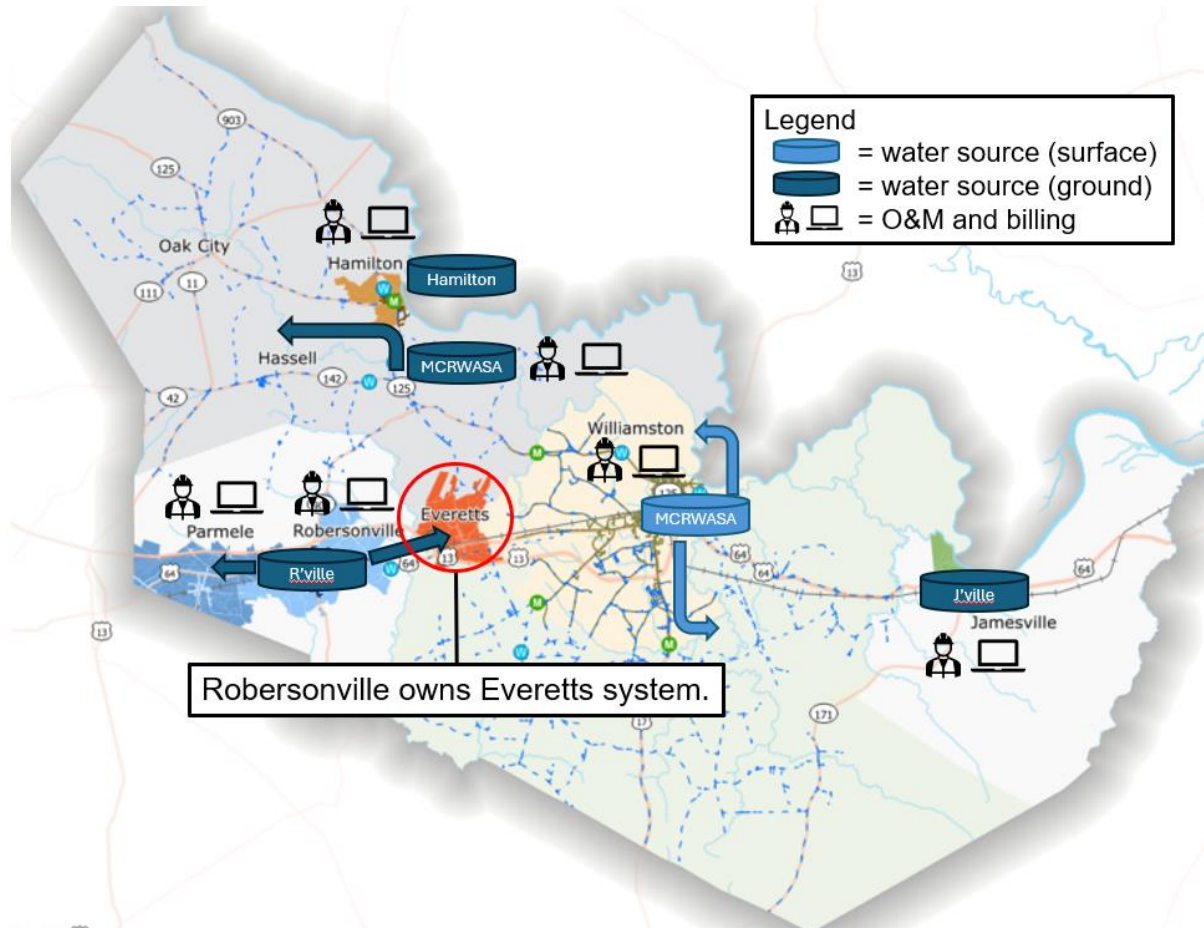


Figure 3-7. Robersonville and Everetts Partnership

As shown in Table 3-9, Robersonville and Everetts would benefit from streamlined O&M and billing. As in other proposed alternatives involving “ownership” of another system, Everetts would require near-term capital improvements to their sewer system prior to a utility merger. Everetts was approved for state grant funds to pursue these capital projects, as recommended by the 2020 TWC study, but has not begun construction on any of these projects to date. The sewer updates would significantly reduce infiltration and inflow (I&I) and benefit the utility and its customers through more efficient conveyance and treatment of wastewater.

³ Wastewater Merger/Regionalization Feasibility Study Between the Towns of Everetts, NC and Robersonville, NC. The Wooten Company. February 2020

Table 3-9. Robersonville and Everetts Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Everetts	-	-	● Improved	Increase efficiency in O&M and billing. Assuming grant-funded sewer repairs. Everetts might see cost savings by eliminating service contracts however current rates are less than Robersonville customers and impacts to customer rates should be marginal.
Robersonville	-	-	-	Increased efficiency in O&M and billing.
Parmele	-	-	-	

3.7 Williamston and Everetts Partnership

As under the previous alternative, Everetts would partner with another utility for water although under this alternative, Everetts would establish a new relationship with Williamston, as shown in Figure 3-8.

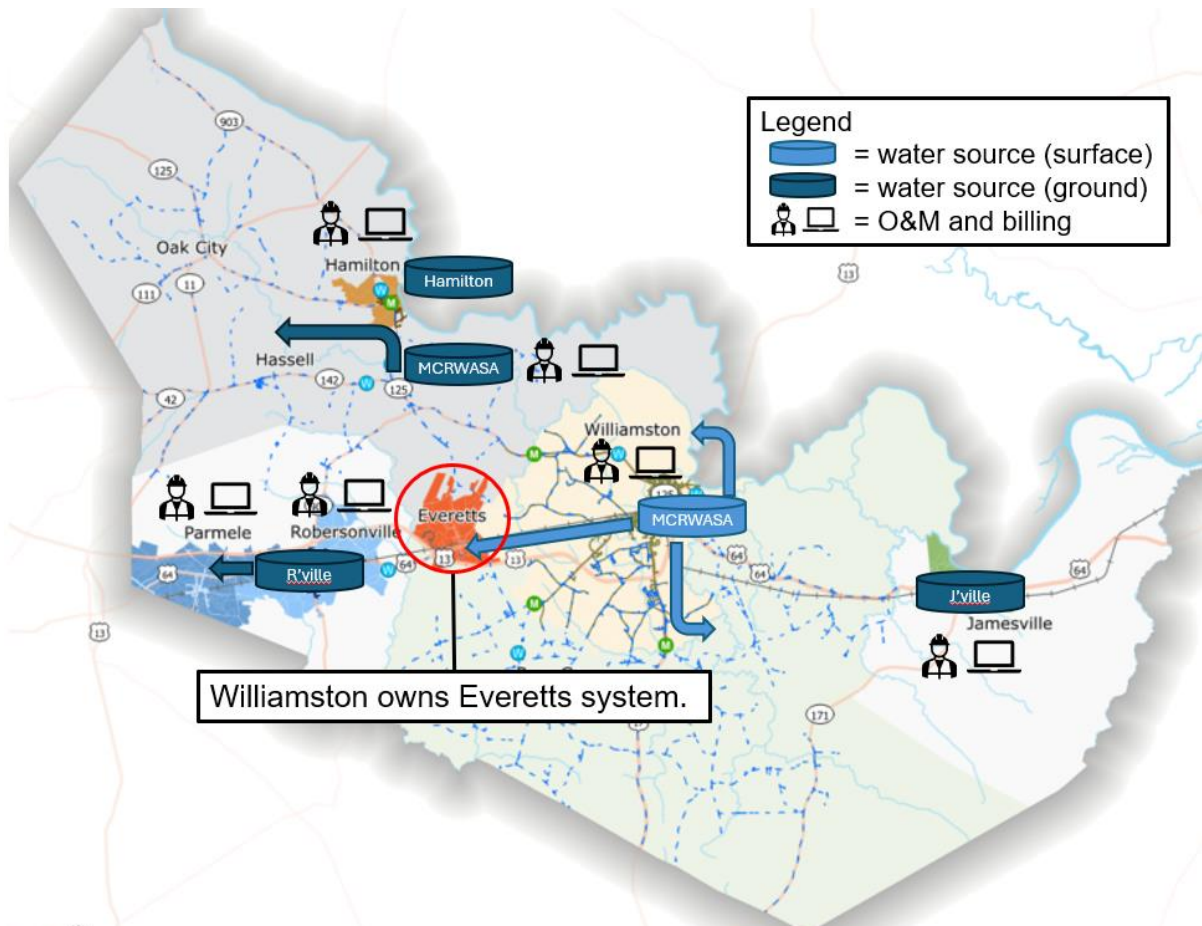


Figure 3-8. Williamston and Everetts Partnership

Under this alternative:

- Debt forgiveness assumed for MCRWASA WTP, which lowers potential costs of a partnership with Williamston.
- Everetts establishes a water supply from MCRWASA through Williamston, likely through the existing 10" interconnection line (not currently used).
- Williamston assumes O&M and billing for Everetts.
- Everetts wastewater continues to be treated by Robersonville.

As shown in Table 3-10, Everetts would benefit from streamlined O&M and billing with the county's largest utility, although a separate sewer contract would remain with Robersonville. Additional costs

might be incurred to install valving and piping to a Williamston connection and then to maintain the line.

Table 3-10. Williamston and Everetts Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Everetts	● Increase	-	● Improved	Upfront costs to establish connections and then long-term maintenance costs, offset by increased efficiency in O&M and billing. Long-term rate impact to Everetts customers is marginal.
Williamston	-	-	-	More WTP customers, shared debt
Robersonville	-	-	-	More groundwater capacity (less demand) With a smaller customer base, operational cost should increase.
Parmelee	-	-	-	

3.8 Williamston and Martin County Districts Partnership

MCRWASA currently provides water for Williamston and Martin County WSD 1 and 2. In this alternative, O&M and billing would also be consolidated under Williamston. MCRWASA would continue to supply water to both Williamston and the water service districts, shown in Figure 3-9.

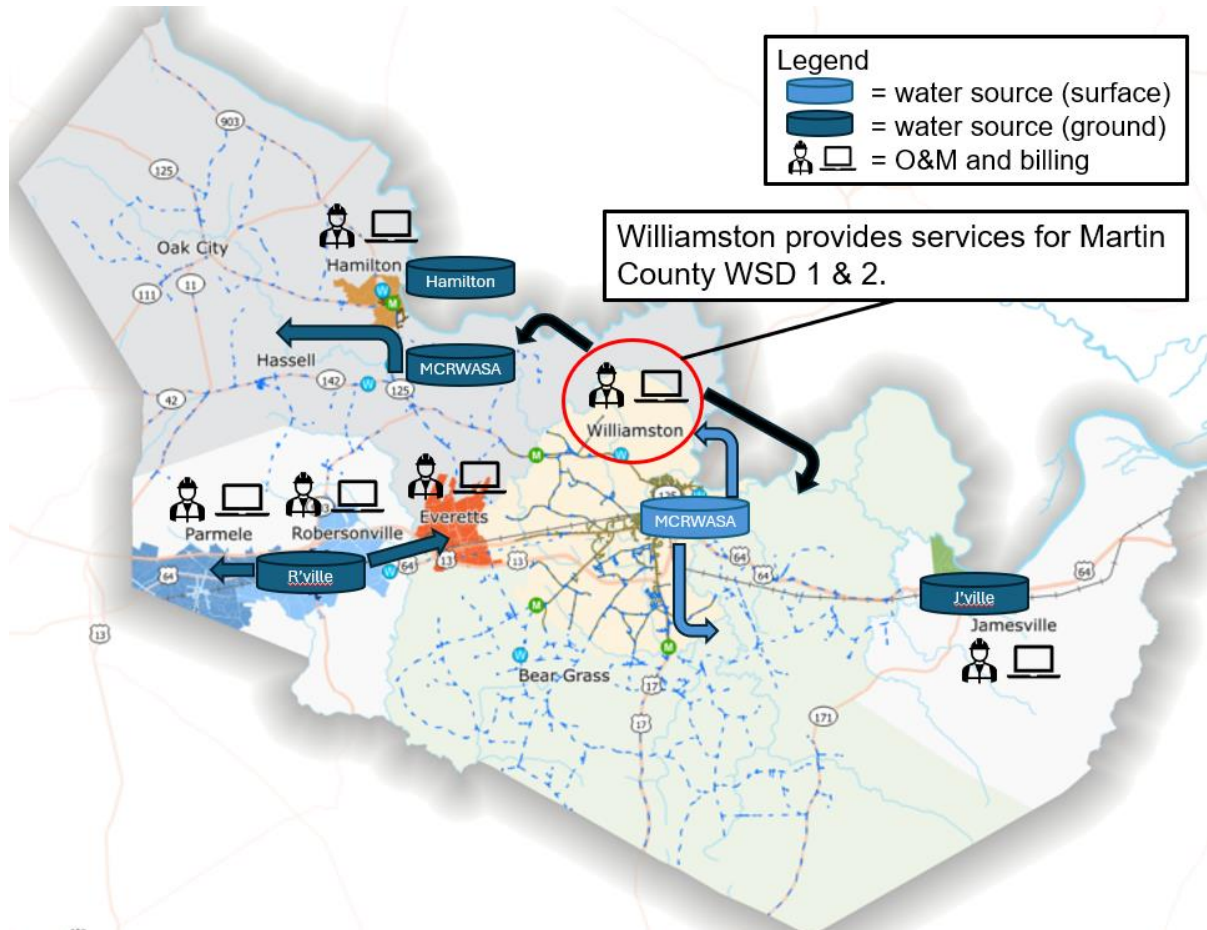


Figure 3-9. Williamston and Martin County Water Districts Partnership

Under this alternative:

- Williamston provides O&M and billing for Martin County WSD-1 and WSD-2.
- MCRWASA continues to provide water to Williamston, WSD-1, and WSD-2 and may elect to provide surface water to WSD-1 if economically viable.

As shown in Table 3-11, each community should benefit from efficiencies in consolidating O&M and billing however Williamston’s costs should decrease more than for WSD-1 or WSD-2.

Table 3-11. Williamston and Martin County Water Districts Partnership Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Williamston	-	● Decrease	● Improved	More utility customers. WTP debt already shared.
County WSD 1	-	-	● Improved	Increased efficiency in O&M and billing. Operation costs increase when averaged with Williamston and may offset cost savings from efficiencies.
County WSD 2	-	-	● Improved	Increased efficiency in O&M and billing. Operation costs increase when averaged with Williamston and may offset cost savings from efficiencies.

3.9 Hamilton Wholesale Customer of MCRWASA

Hamilton customers currently have the highest combined water and sewer rates in the county and might benefit from a reduction in operational costs. For this alternative Hamilton would switch from providing water from the Town wells and instead purchase water from MCRWASA as a wholesale customer, as shown in Figure 3-10.

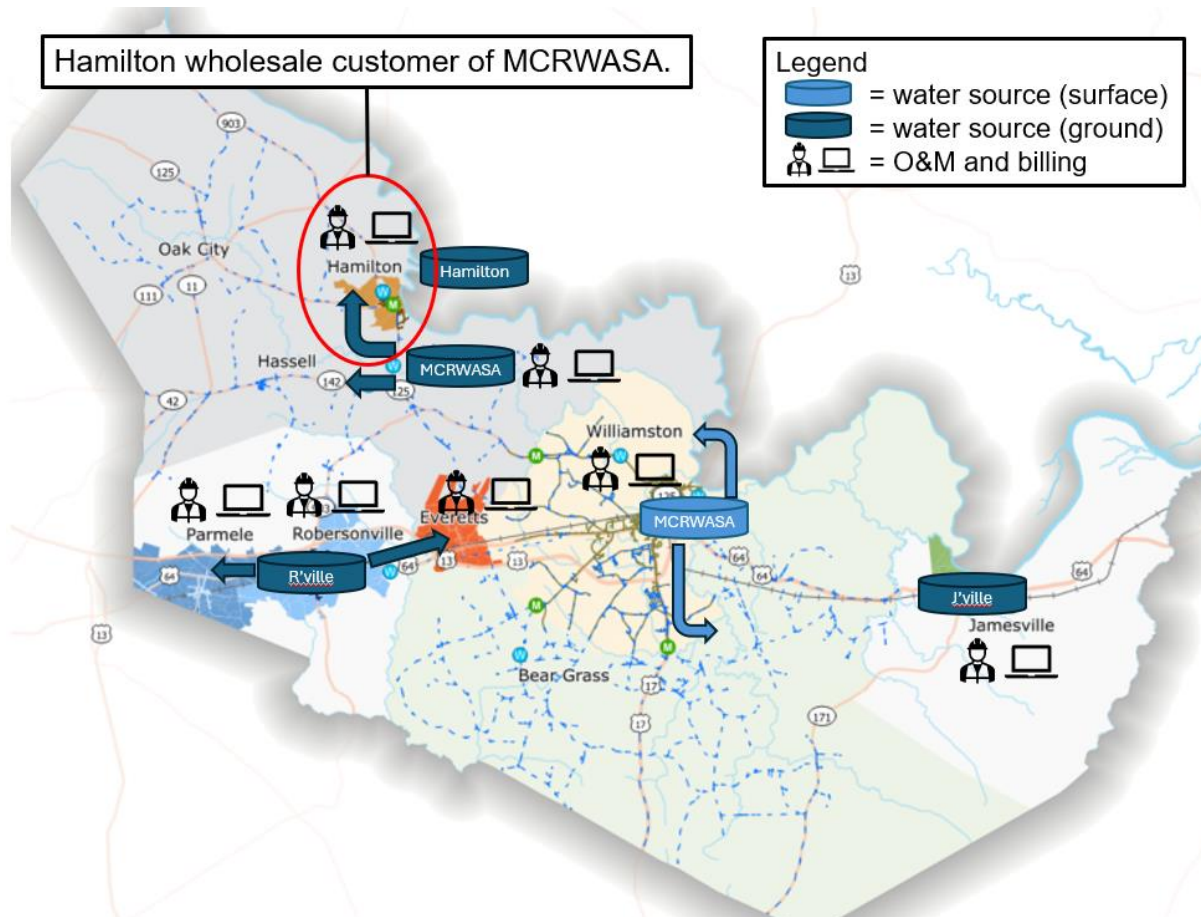


Figure 3-10. Hamilton Wholesale Customer of MCRWASA

Under this alternative:

- Debt forgiveness assumed for MCRWASA WTP, which lowers potential costs of a partnership with MCRWASA.
- Hamilton purchases groundwater from MCRWASA, and the Town wells are supplementary or are abandoned.
- Hamilton provides O&M and billing for the Town's customers.
- MCRWASA is assumed to provide groundwater under this scenario and not surface water from the WTP.

With debt forgiveness for the MCRWASA WTP, and reduced MCRWASA customer costs, Hamilton rates could decrease, pending a cost comparison of operating Town wells versus purchasing from MCRWASA, as shown in Table 3-12.

Table 3-12. Hamilton Wholesale Customer of MCRWASA Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Hamilton	-	● Decrease	-	Possible cost benefit to purchasing water over operating wells.
Williamston / Martin County	-	-	-	Possible cost savings through increased revenue to MCRWASA.

4. Supplementary Alternatives

4.1 Hamilton Sewer Connections

Martin County water and sewer district customers exclusively use septic tanks or decentralized treatment systems rather than connections to a wastewater utility. Hamilton uses a sewer system, treating wastewater locally, and is near the Towns of Oak City and Hassell. There could be benefits for those Towns to utilize the Hamilton system, as shown in Figure 4-1.

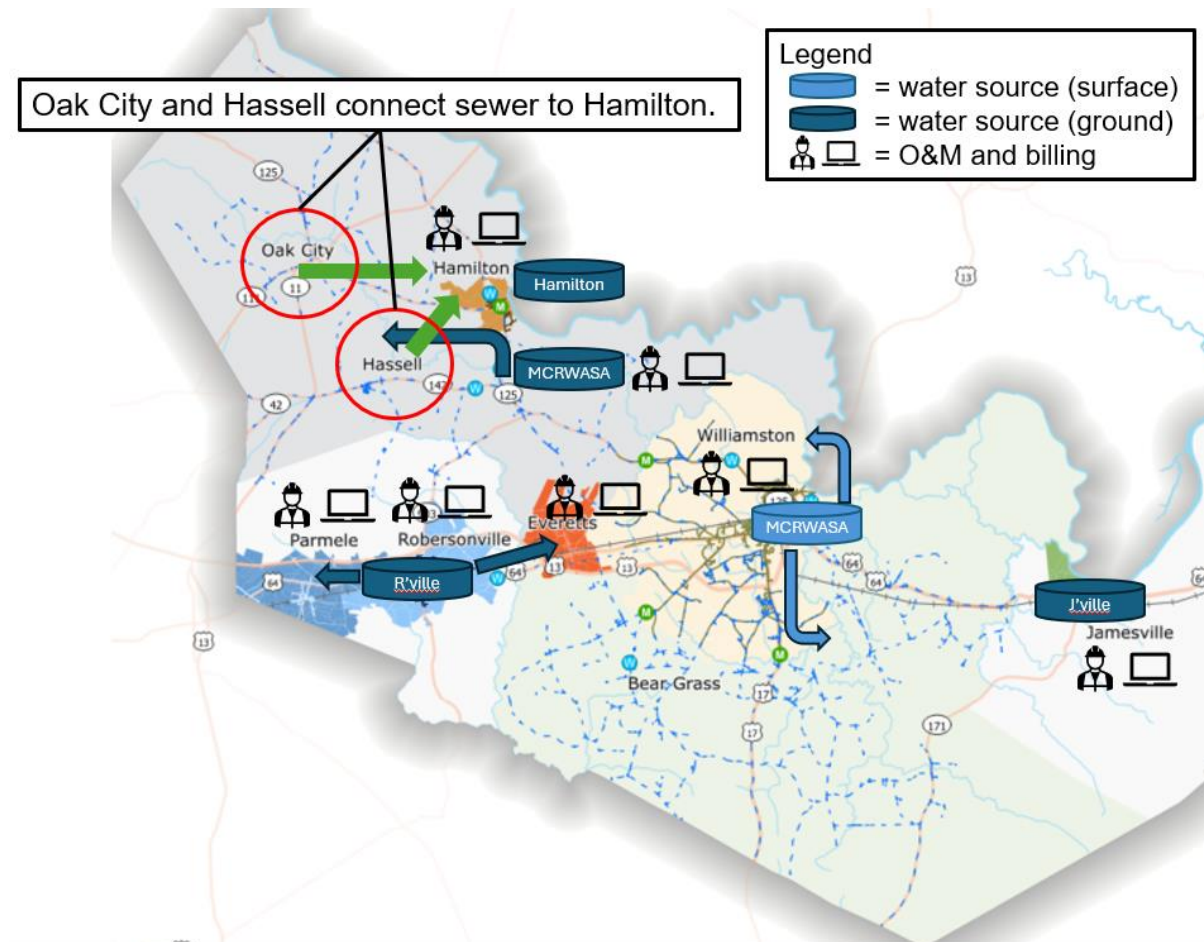


Figure 4-1. Hamilton Sewer Connections

Under this alternative:

- The towns of Oak City and Hassell connect to the Hamilton sewer system and in-town residents are assumed to all connect.
- Oak City and Hassell are retail customers and Hamilton owns and operates the sewer systems to include O&M and billing (i.e. Hamilton reads customer meters rather than a master meter for each town).

As shown in Table 4-1, new customers should see costs to build and connect new sewer systems and those customers may benefit from switching to sewer from individual septic systems.

Table 4-1. Hamilton Sewer Connections Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Hamilton	-	● Decrease	-	More sewer customers should reduce customer sewer rates, which are the highest in the county.
Oak City / Hassell	● Increase	-	● Improved	Sewer capabilities over septic. Initial costs for construction of public sewer systems

4.2 County Interconnection to Jamesville

Jamesville recently updated water treatment for the Town’s two groundwater wells but is currently without an emergency water source. There might be an opportunity to connect to Martin County water lines for an emergency source, as shown in Figure 4-2.

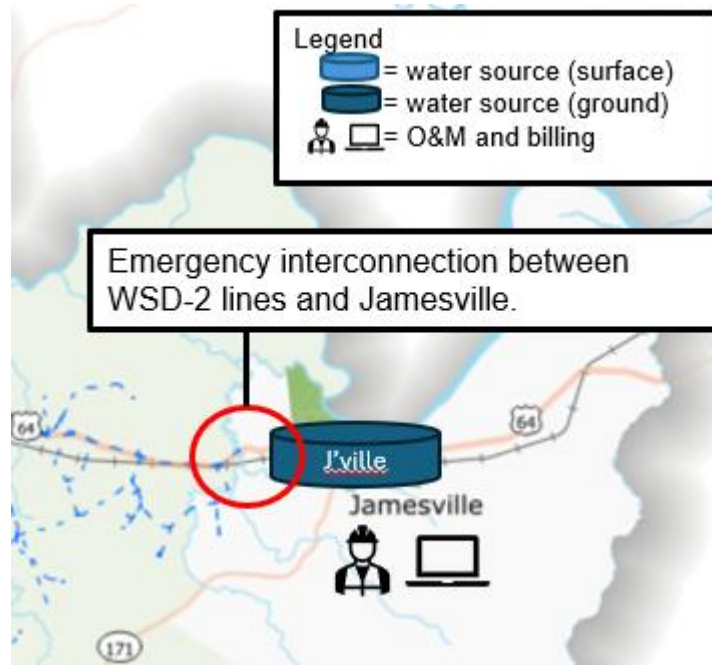


Figure 4-2. County Interconnection to Jamesville

Under this alternative:

- Jamesville connects to a Martin County line, likely to the closest line, which is just west of Gardeners Creek (circled in Figure 4-2).
- The connection is intended for emergency only and should be “one-way” (from Martin County to Jamesville) if Jamesville continues using free chlorine to disinfect and Martin County uses chloramines.

As shown in Table 4-2, the primary benefit is redundancy for Jamesville’s water system there will be a near-term cost to establish an interconnection.

Table 4-2. County Interconnection to Jamesville Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Jamesville	● Increase	-	● Improved	Water supply emergency backup.
Martin County	-	-	-	

4.3 Plymouth Interconnection to Jamesville

As under the previous alternative, Jamesville is without an emergency water supply and connection to another water system could be worthwhile. One option is to connect to the system in the Town of Plymouth, about seven miles east of Jamesville, as shown in Figure 4-3.

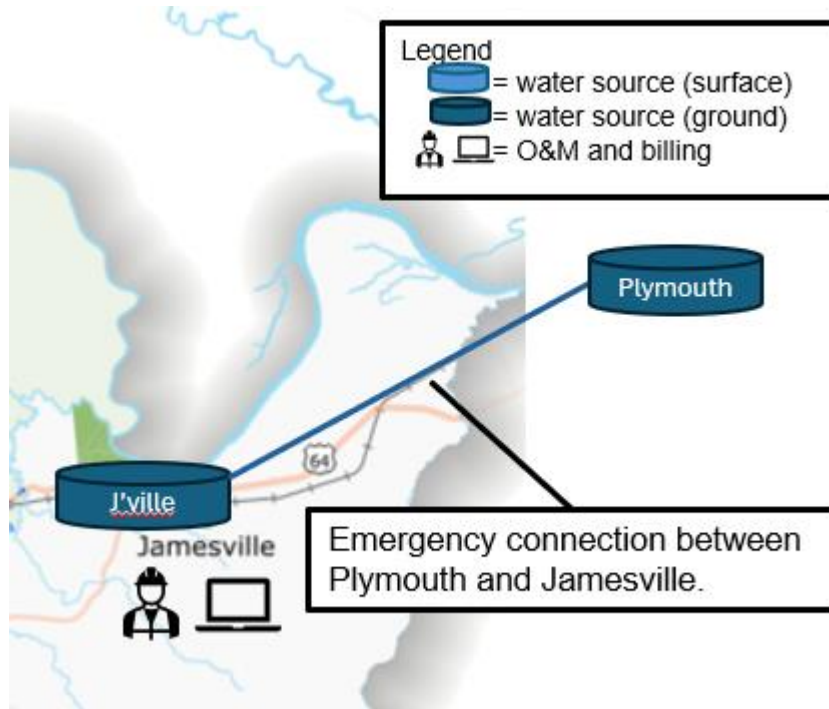


Figure 4-3. Plymouth Interconnection to Jamesville

Under this alternative:

- Jamesville connects to a Plymouth waterline.
- The connection is intended for emergency only.

As shown in Table 4-3, and like the last alternative, the primary benefit would be an emergency supply of water for Jamesville. There would be a cost associated with establishing an interconnection and additional costs for a pump station and routine flushing of the waterline.

Table 4-3. Plymouth Interconnection to Jamesville Impact

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Jamesville	● Increase	● Increase	● Improved	Water supply emergency backup. Long-term increase to customer costs due to debt for installation of new water line.
Plymouth	-	-	-	Increased backup supply

5. Other Considerations

5.1 PFAS Mitigation

In April 2024, the US EPA lowered maximum contaminant levels (MCLs) for several per- and polyfluoroalkyl substances (PFAS) and established timelines for water utilities to monitor for PFAS and reduce levels if necessary.⁴ An engineering firm, HDR, is conducting a study of PFAS levels at the MCRWASA WTP. If the study finds that levels exceed the 2024 limits, the WTP might be required to install new treatment equipment, resulting in increased service costs, and altering the cost-benefit calculations regarding utility partnerships.

If it is determined that MCRWASA needs additional treatment for PFAS, the anticipated costs for all utilities served by the WTP would increase.

Similarly, if monitoring reveals PFAS in groundwater sources that serve county residents, additional treatment would be required for those systems.

⁴ US EPA Final PFAS National Primary Drinking Water Regulation site, accessed 23 SEP 2024.
<https://www.epa.gov/sdwa/and-polyfluoroalkyl-substances-pfas>

5.2 Martin County WSD-3 Connections to Jamesville or Martin County

Residents in the eastern portion of the county, near Jamesville, are not connected to a water or sewer system, as shown in Figure 5-1. There could be a benefit in connecting these customers to a centralized water or sewer systems. Due to geographic proximity, Jamesville or Martin County provide the most reasonable opportunity for providing water services to this area. Jamesville also operates a wastewater treatment facility and could provide wastewater treatment service for this area as well. The main costs associated with this alternative are those related to the installation of water and sewer distribution and collection system infrastructure in WSD-3. Since this is a low-density developed area, the unit cost per connection should be significant. It is currently unknown if there is a strong demand from the population of WSD-3 for connection to a centralized system.

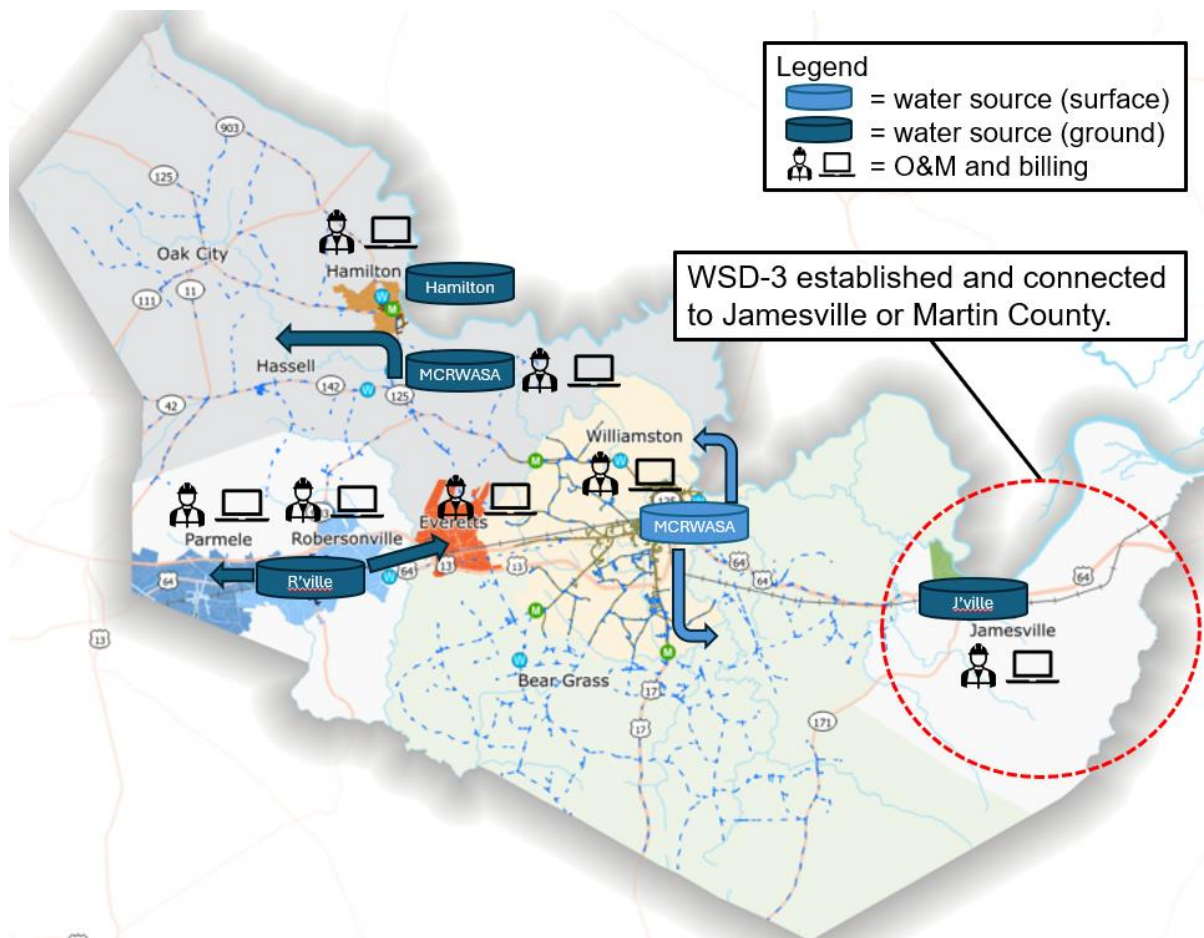


Figure 5-1. Martin County WSD-3 Connections to Jamesville or Martin County

Under this scenario:

- Martin County constructs water distribution for the new WSD-3 in the vicinity of Jamesville.

- Water provider for WSD-3 is either Martin County via WSD-2 lines or Jamesville via a new interconnect.
- O&M and billing could also be provided by Martin County or Jamesville.

As shown in Table 5-1 and Table 5-2, connections could provide needed water to unserved county residents and the costs might be shared by Martin County customers.

Table 5-1. Impact of Martin County WSD-3 Connections to Martin County

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Martin County	● Increase	● Increase	-	Initial costs of establishing WSD-3 connections. Revenue could increase with more customers, however customer demand in WSD-3 is unknown and long-term costs should be affected by debt service for construction.
"County WSD-3"	● Increase	● Increase	● Improved	WSD-3 customers may gain needed water service. WSD-1, WSD-2, and WSD-3 customers will likely pay higher rates for construction.
Williamston	-	-	-	More MCRWASA customers may reduce long-term costs.

Table 5-2. Impact of Martin County WSD-3 Connections to Jamesville

Stakeholder	Near-term Costs	Long-term Costs	Level of Service	Notes on Stakeholder Feasibility
Martin County	● Increase	● Increase	-	Initial costs of establishing WSD-3 connections. Revenue could increase with more customers, however customer demand in WSD-3 is unknown and long-term costs should be affected by debt service for construction.
"County WSD-3"	● Increase	● Increase	● Improved	WSD-3 customers may gain needed water service. WSD-1, WSD-2, and WSD-3 customers will likely pay higher rates for construction.
Jamesville	-	-	-	Could add more customers and increase revenue if connected to Jamesville.

Appendix A. Combined Utility Partnership Alternatives

Table A-1. Combined Utility Partnership Alternatives.

Alternative	Supply	O&M	Billing	Definition
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from both MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by under GUC.
4b. GUC and Parmele retail partnership	GUC	GUC	Parmele	Water via Bethel to Parmele only and wastewater conveyed to Bethel. O&M by GUC and admin by Parmele.
4c. GUC and Parmele wholesale partnership	GUC	Parmele	Parmele	Water via Bethel to Parmele only and wastewater conveyed to Bethel. Parmele provides ops and admin.
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.
6. Parmele wholesale customer of MCRWASA	MCRWASA	Parmele	Parmele	Parmele wholesale customer of MCRWASA.
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.
8. Parmele wholesale customer of Robersonville	Robersonville	Parmele	Parmele	Parmele a wholesale customer and Parmele provides ops and admin, either with Parmele staff or contractor.
9. Robersonville and Everetts partnership	Robersonville	Robersonville	Robersonville	Parmele a wholesale customer and Parmele provides ops and admin.
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.

Alternative	Supply	O&M	Billing	Definition
12. Hamilton Wholesale Customer of MCRWASA	MCRWASA	Hamilton	Hamilton	MCRWASA surface water sold to Hamilton.
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD 2 lines and Jamesville.
15. Plymouth Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between Plymouth and Jamesville
Other considerations				
1. PFAS Mitigation	-	-	-	
2. “District 3” Connections to Jamesville or Martin County	Jamesville	Jamesville	Jamesville	County creates “WSD 3” and connects to Jamesville or to Martin County lines in WSD 2.

Appendix B. Utility Partnership Alternatives by Community

Table B-1. County-wide Alternatives

Alternative	Supply	O&M	Billing	Definition
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.

Table B-2. Parmele Alternatives

Alternative	Supply	O&M	Billing	Definition
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by under GUC.
4b. GUC and Parmele retail partnership	GUC	GUC	GUC	Water via Bethel to Parmele and wastewater conveyed to Robersonville. O&M and billing by GUC (GUC charges via customer meters).
4c. GUC and Parmele wholesale partnership	GUC	Parmele	Parmele	Water via Bethel to Parmele and wastewater conveyed to Robersonville. Parmele provides ops and admin (GUC charges via master meter).
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.
6. Parmele wholesale customer of MCRWASA	MCRWASA	Parmele	Parmele	Parmele wholesale water customer of MCRWASA. Wastewater conveyed to Robersonville.
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.
8. Parmele wholesale customer of Robersonville	Robersonville	Parmele	Parmele	Parmele a wholesale customer of Robersonville and Parmele provides O&M/billing with either Parmele staff or contractor.

Table B-3. Robersonville Alternatives

Alternative	Supply	O&M	Billing	Definition
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by under GUC.
4b/c. GUC and Parmele retail or wholesale partnership	GUC	GUC/Parmele	GUC/Parmele	Water via Bethel to Parmele and wastewater conveyed to Robersonville. O&M and billing by either GUC (4b) or Parmele (4c)
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.
6. Parmele wholesale customer of MCRWASA	MCRWASA	Parmele	Parmele	Parmele wholesale water customer of MCRWASA. Wastewater conveyed to Robersonville.
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.
8. Parmele wholesale customer of Robersonville	Robersonville	Parmele	Parmele	Parmele a wholesale customer and Parmele provides ops and admin, either with Parmele staff or contractor.
9. Robersonville and Everetts partnership	Robersonville	Robersonville	Robersonville	Everetts customers become Robersonville customers. O&M and billing operated by Robersonville.
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing. Wastewater conveyed to Robersonville.

Table B-4. Everetts Alternatives

Alternative	Supply	O&M	Billing	Definition
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by under GUC.
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.
9. Robersonville and Everetts partnership	Robersonville	Robersonville	Robersonville	Everetts customers become Robersonville customers. O&M and billing operated by Robersonville.
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing. Wastewater conveyed to Robersonville.

Table B-5. Williamston Alternatives

Alternative	Supply	O&M	Billing	Definition
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing. Everetts wastewater conveyed to Robersonville.
11. Williamston and Martin Co. Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.

Table B-6. Martin County WSD-1 & WSD-2 Alternatives

Alternative	Supply	O&M	Billing	Definition
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD-2 lines and Jamesville.
Other: “WDS-3” Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.

Table B-7. Hamilton Alternatives

Alternative	Supply	O&M	Billing	Definition
12. Hamilton Wholesale Customer of MCRWASA	MCRWASA	Hamilton	Hamilton	MCRWASA surface water sold to Hamilton.
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.

Table B-8. Jamesville Alternatives

Alternative	Supply	O&M	Billing	Definition
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD 2 lines and Jamesville.
15. Plymouth Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between Plymouth and Jamesville
Other: “WDS-3” Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.

Parmele Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Parmele alternatives	Supply	O&M	Billing	Definition	
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by under GUC.	
4b. GUC and Parmele retail partnership	GUC	GUC	GUC	Water via Bethel to Parmele and wastewater conveyed to Robersonville. O&M and billing by GUC (GUC charges via customer meters).	
4c. GUC and Parmele wholesale partnership	GUC	Parmele	Parmele	Water via Bethel to Parmele and wastewater conveyed to Robersonville. Parmele provides ops and admin (GUC charges via master meter).	
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	
6. Parmele wholesale customer of MCRWASA	MCRWASA	Parmele	Parmele	Parmele wholesale customer of MCRWASA. Wastewater conveyed to Robersonville.	
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.	
8. Parmele wholesale customer of Robersonville	Robersonville	Parmele	Parmele	Parmele a wholesale customer of Robersonville and Parmele provides O&M/billing with either Parmele staff or contractor.	

Comments:

Robersonville Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Robersonville alternatives	Supply	O&M	Billing	Definition	
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by GUC.	
4b/c. GUC and Parmele retail or wholesale partnership	GUC	GUC/Parmele	GUC/Parmele	Water via Bethel to Parmele and wastewater conveyed to Robersonville. O&M and billing by either GUC (4b) or Parmele (4c)	
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.	
6. Parmele wholesale customer of MCRWASA	MCRWASA	Parmele	Parmele	Parmele wholesale water customer of MCRWASA. Wastewater conveyed to Robersonville.	
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.	
8. Parmele wholesale customer of Robersonville	Robersonville	Parmele	Parmele	Parmele a wholesale customer of Robersonville and Parmele provides O&M/billing with either Parmele staff or contractor.	
9. Robersonville and Everetts partnership	Robersonville	Robersonville	Robersonville	Everetts customers become Robersonville customers. O&M and billing operated by Robersonville.	
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing. Wastewater conveyed to Robersonville.	

Comments:

Everetts Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Everetts alternatives	Supply	O&M	Billing	Definition	
4a. GUC, Robersonville, Everetts, Parmele partnership	GUC	GUC	GUC	Water via Bethel. O&M and admin provided by under GUC.	
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.	
7. Robersonville, Everetts, Parmele partnership	Robersonville	Robersonville	Robersonville	All water, operations, and admin from Robersonville.	
9. Robersonville and Everetts partnership	Robersonville	Robersonville	Robersonville	Everetts customers become Robersonville customers. O&M and billing operated by Robersonville.	
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing. Wastewater conveyed to Robersonville.	

Comments:

Williamston Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Williamston alternatives	Supply	O&M	Billing	Definition	
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing. Everetts wastewater conveyed to Robersonville.	
11. Williamston and Martin Co. Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	

Comments:

Martin County WSD-1 & WSD-2 Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Martin Co. alternatives	Supply	O&M	Billing	Definition	
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.	
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD-2 lines and Jamesville.	
Other: "WDS-3" Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.	

Comments:

Hamilton Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Hamilton alternatives	Supply	O&M	Billing	Definition	
12. Hamilton Wholesale Customer of MCRWASA	MCRWASA	Hamilton	Hamilton	MCRWASA surface water sold to Hamilton.	
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.	

Comments:

Jamesville Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Jamesville alternatives	Supply	O&M	Billing	Definition	
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Emergency connection between WSD 2 lines and Jamesville.	
15. Plymouth Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Emergency connection between Plymouth and Jamesville	
Other: "WDS-3" Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.	

Comments:

Bear Grass / Martin County Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Martin Co. alternatives	Supply	O&M	Billing	Definition	
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.	
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD-2 lines and Jamesville.	
Other: "WDS-3" Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.	

Comments:

Hassell / Martin County Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Martin Co. alternatives	Supply	O&M	Billing	Definition	
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.	
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD-2 lines and Jamesville.	
Other: "WDS-3" Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.	

Comments:

Oak City / Martin County Alternatives

County-wide alternatives	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
Martin Co. alternatives	Supply	O&M	Billing	Definition	
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and billing.	
13. Hamilton Sewer Connections	Hamilton	Hamilton	Hamilton	Hamilton provides local sewer connections for Oak City and Hassell.	
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD-2 lines and Jamesville.	
Other: "WDS-3" Connections to Jamesville or Martin County	Jamesville /MCRWASA	Jamesville /Martin Co.	Jamesville /Martin Co.	District 3 established and connected to either Jamesville or Martin County lines for water supply. O&M and billing provided by either Jamesville or Martin County.	

Comments:

MCRWASA

Alternative	Supply	O&M	Billing	Definition	Please rank top 3
1. Status quo	-	-	-	County supply, operations, and administration schemes are unchanged.	
2a. MCRWASA and county partnership	MCRWASA	MCRWASA	MCRWASA	Water for entire county available from both MCRWASA water treatment plant and local wells. O&M and administration are county-wide, provided by MCRWASA.	
2b. MCRWASA and county partnership (debt forgiveness)	MCRWASA	MCRWASA	MCRWASA	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
3a. Williamston and county partnership	MCRWASA	Williamston	Williamston	Water for entire county available through Williamston and local wells. O&M and administration are county-wide, provided by Williamston.	
3b. Williamston and county partnership (debt forgiveness)	MCRWASA	Williamston	Williamston	Same as above and existing MCRWASA water treatment plant capital costs are written-off.	
MCRWASA Impact Alternatives	Supply	O&M	Billing	Definition	
5. Williamston, Robersonville, Everetts, Parmele partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.	
6. Parmele wholesale customer of MCRWASA	MCRWASA	Parmele	Parmele	Parmele wholesale customer of MCRWASA.	
10. Williamston and Everetts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.	
11. Williamston and Martin Co. Water Districts partnership	MCRWASA	Williamston	Williamston	MCRWASA water and Williamston O&M and admin.	
12. Hamilton Wholesale Customer of MCRWASA	MCRWASA	Hamilton	Hamilton	MCRWASA surface water sold to Hamilton.	
14. County Interconnection to Jamesville	Jamesville	Jamesville	Jamesville	Backup connection between WSD 2 lines and Jamesville.	
“District 3” Connections to Jamesville or Martin County	Jamesville	Jamesville	Jamesville	County creates “WSD 3” and connects to Jamesville or to Martin County lines in WSD 2.	

Comments:



CAPITAL PROJECT ORDINANCE 2024-19

CDBG SMILING FACES SEWER PROJECT

BE IT ORDAINED by the governing Board of the Town of Williamston, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The goal of the project is to provide sewer service to Smiling Faces Daycare in Williamston, North Carolina. The daycare serves approximately 130 children daily. This project will extend 2,800 linear feet of sewer force main to the daycare as well as an onsite grinder pump station. By completing this project, the daycare hopes to extend services to more children and offer more employment opportunities. All project costs will be paid through reimbursement from a CDBG grant.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of this resolution, project contracts, documents, and the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Construction	\$ 607,825
Administration	<u>\$ 60,000</u>
Total Expenses	\$ 667,825

Section 4. The following revenues are anticipated to be available to complete this project:

CDBG Grant	<u>\$ 667,825</u>
Total Revenues	\$ 667,825

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Local Government Commission.

Section 6. The Finance Officer is directed to report, on a monthly basis, on the financial status of each project element in Section 3 and on the total revenues received.

Section 7. Copies of this Capital Project Ordinance shall be furnished to the Finance Officer for direction in carrying out this project.

Adopted this 3rd day of June, 2024 during a regularly convened meeting of the Board of Commissioners held at the Williamston Town Hall.

Jaqueline Escobar, Town Clerk
(SEAL)

Dean McCall, Mayor

Minutes from MML Board Meeting October 23, 2024

The Martin Memorial Library Advisory Board met for its quarterly meeting on October, 23, 2024. Present were library board members Daniella Rinehart, Deborah Horton, Jean Spruell-Boyd, Susan Harris, Jeanne Maner, Fred Harrison, Laurie Irwin-Pinkley, Branch Manager Mika Davis and BHM Regional Library Director Paula Hopper.

The meeting was called to order at 4:00pm and the minutes were approved as mailed. In old business, Mrs. Davis asked for recommendations from the board for a contractor to pour a slab of concrete outside of the door to the emergency exit to make it easier for patrons to use that door to access the pavilion. Jerry Benson, Bobby Leggett, and Ed Holliday were given as possible choices. Mrs. Davis said she would reach out to them for quotes.

Mrs. Davis then mentioned that she would like to discuss the decision of the BHM Regional library board not to hire in the vacated IT position. She said that she was much more comfortable with the decision since Director Paula Hopper gave her the okay to use the contracted IT company as needed. Mrs. Davis stated that she has the phone number for the IT company and has learned how to manage much of the IT issues at the library through corresponding with Glen Williams, owner of the company. Mrs. Hopper addressed the board concerning the issue and stated that she also saw the need for someone in the position but the decision was made before she began as director. She said that we would continue to use the company as needed and if the region started to run out of money, she would address the issue then. She indicated that in the future there may need to be a full time employee to manage IT in the region but she would address that issue when the time came.

Mr. Harrison mentioned the landscaping needs and reiterated that the board would support any decisions Mrs. Davis made concerning the landscaping needs. He mentioned that some of the vegetation was planted many years ago and if some of it needed to be removed the board supported that decision. Mrs. Davis indicated that the landscaper, Jerry White, had just spent a week doing major pruning around the library and that it had gotten so out of control because she didn't realize that the vegetation needed to be pruned once every fall. As a new branch manager she had failed to ask him to do it last year and it had grown out of control. She spoke with Jerry and told him to prune once a year when he felt it was time.

Daniella Rinehart stated that she had spoken with someone from Martin County Schools concerning summer feeding from the library. She said that the school would simply prepackage meals and bring them to the library and that school staff would hand out the meals after the summer reading program. She said that through her research, she found that other counties did this and it helped increase numbers for the library, the school, and helped to reach more children in need. The board voted in favor of allowing Mrs. Rinehart to continue to be our representative to get this program started and she said she would report further findings at the next meeting.

Mr. Harrison spoke about upcoming events that the Historical Society of Martin County would be sponsoring. He indicated that the homes tour that was sponsored by the society was a great success and was excited about the upcoming tour of the Old Martin County Courthouse. Mrs. Davis agreed that the library would love to help promote the tour and Mr. Harrison told her

she could find information about the event of the Friends of the Old Martin County Courthouse Facebook Page. Mrs. Davis and Mrs. Hopper agreed to share information on their library's Facebook pages.

Mr. Harrison then stated that after going through some of the collection at the historical society, he was going to send over some documents that he would like the library to have available for patrons to check out to the public. Mrs. Davis stated that since all of Martin Memorial library's collection was reference and not available for checkout it would be nice to have some of the more popular books available for checkout. She let Mrs. Hopper know that once the books were received she would have to send them to Headquarters to be processed.

Mrs. Davis presented a flyer with events for November and asked the board to please encourage their friends, neighbors, children, and grandchildren to attend. She stated that the staff was working hard to provide programming for all ages.

In new business, the financial report was discussed. Mrs. Davis stated that the previous financial report, which showed an increase in miscellaneous revenue, was a mistake and that the current report was correct. All other line items seemed to be in order.

Mrs. Davis then asked for the board's recommendation about hanging some donated portraits of historical locations in Martin County. The board agreed that they would look best on a wall in the Mary S. Gray room.

Mrs. Davis presented a report (attached).

Mrs. Hopper reported that she was pleased with the things she was seeing at Martin Memorial Library and vowed to be there to help in any way the library needed. She encouraged the board members to speak with their county and town representatives about how important the library is to the community.

With no other business to discuss the meeting adjourned at 5:02 p.m.

Branch Manager's Report October 23, 2024

Personnel

- Library Clerk Haylee Perry resigned on September 28, 2024. The demands of being a student at ECU, along with working full time prompted her decision to leave.
- Former Youth Services Assistant, Renee Bradshaw was hired in Haylee's position. She started on October 10, 2024. Renee is now a full-time TA with Martin County Schools. She left MML to take care of her grandchildren who are now in school.

Adult Programs

- Yoga continues to be one of our most popular programs. The class brings an average of 15 participants at each event and is held twice a month.
- Community book club, which is held at Martin Community College, has had steady participation of around five participants a month. Lori Hardison continues to represent MML in the discussions.
- Evening book club, which is led by Sharon Godard, has steady participation of around nine participants per month.
- Morning book club, which is led by Kit Reddick, has seen a moderate increase in participants since the kickoff event held at The Tea Room on Main. Participation has increased from 15 to 19.
- In an effort to target Young Adults, Heather Nelson has started a book club which targets this age group. It is called Martin County Book Club and has virtual options for participation and the book choices are geared towards young adults. So far there have been around ten participants at each event.
- The adult acrylic painting class has resumed and the first class had nine participants. The second had only two. The next class will include children 11 and up in an effort to increase numbers. Mika Davis plans to continue these classes as long as the numbers remain steady.
- The Alzheimer's Association of Eastern North Carolina held an educational event in September which had 10 participants.
- Legal Aide of North Carolina held a Wills and Estates Clinic on October 10th which had seven participants.

Youth Programming

- Public story time is held twice a month and has around 6 participants.
- Story time for Smiling Faces, Memorial Baptist, and Community Christian have resumed. Smiling Faces brings 20 children and Community Christian brings 15. Memorial Baptist has not showed for their allotted time yet. If they do not show up to the next story time Jessika is going to fill their space with toddlers from Smiling Faces. She currently sees the preschoolers and has been approached by Smiling Faces to have a story time for the toddlers.

- Chess Club with the Boys and Girls Club has resumed. It is held twice a month and has 10 participants.
- Outreach story time at Head Start has continued. Jessika goes twice a month and sees 25 children.
- An Adult Story time for disabled Adults from Martin Enterprises was scheduled for September but they did not show, however they were present for story time in October. They bring about 10 participants.
- Halloween movie night will take place on October 24th @ 6.

Facilities

- Major pruning on the bushes and trees around the library was finished.
- Cordless phone in the workroom was replaced.