



TOWN OF RICHLANDS
Town Board Meeting
April 9, 2024
6:00 PM
AGENDA

I. Meeting Called to Order by Mayor McKinley Smith

II. Pledge of Allegiance

III. Invocation

IV. Adoption of the Agenda

V. Adoption of the Minutes

1. March 2024 Meeting Minutes

VI. Public Comment

VII. Public Hearings

VIII. Old Business

1. Stormwater Improvement Project
2. Resolution 2024-01 (Street Dedication)

IX. New Business

1. Fiber Internet Upgrade
2. Property Donation Request
3. Capital Grant Ordinance
4. Budget Amendment #4

X. Administrator Notes and Updates

1. Administrator Notes and Updates

XI. Police Report

1. March 2024 Police Report

XII. Board Member Concerns and Committee Updates

XIII. Personnel

XIV. Closed Session

XV. Adjourn



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item V. - 1.
March 2024 Meeting Minutes

Description:

March 12, 2024 Meeting Minutes.

Review:

Attached are the minutes for the March 12, 2024 Regular Meeting of the Richlands Board of Aldermen. The Board of Aldermen will also need to adopt the minutes of the Closed Session from the March 12 meeting.

Action Needed:

Review the minutes and adopt the March 12 meeting minutes.

ATTACHMENTS:

Description

- ☐ March 12, 2024 Meeting Minutes

TOWN OF RICHLANDS

NORTH CAROLINA

Office of the
Town Clerk
(910) 324-3301
(910) 324-2324 fax
townclerk@richlandsc.gov



Mailing Address:
P.O. Box 245
Richlands, N.C. 28574

The Richlands Board of Aldermen met in Regular Session on Tuesday, March 12, 2024, at 6:00 pm at the Richlands Town Hall. Present for the meeting were:

Alderman Kent Painter
Mayor Pro-Tem Tom Brown
Mayor McKinley Smith

Alderman Marilyn Bunce
Alderman Paul Conner

Also present were:

Gregg Whitehead, Town Administrator
Erin Juhls, Town Clerk
William A Horne, Chief of Police

Keith Fountain, Town Attorney
Johnathan Jarman, Public Works Director
Scott Godefroy, Rivers & Associates, Inc.

Absent: Alderman Kandy Koonce

There were 4 (four) citizens present.

I. MEETING CALLED TO ORDER:

Mayor McKinley Smith called the meeting to order at 6:00 pm.

II. PLEDGE OF ALLEGIANCE: Alderman Kent Painter

III. INVOCATION: Mayor McKinley Smith

IV. ADOPTION OF AGENDA:

Gregg Whitehead, Town Administrator, presented the agenda to the Board.

A **motion** was made by Alderman Kent Painter seconded by Alderman Marilyn Bunce to adopt the agenda as presented. The motion was unanimously carried.

V. ADOPTION OF MINUTES (February 20, 2024):

A **motion** was made by Alderman Tom Brown, seconded by Alderman Paul Conner to approve the Regular Board Meeting Minutes of February 20, 2024. The motion was unanimously carried.

VI. PUBLIC COMMENT:

Mr. Dustin Lacey addressed the Board and explained that he came to the meeting to address his concerns as well as the concerns of several families in the community. He feels that there are a number of ordinance violations that are not being addressed by the code enforcement officer. Mr. Lacey would like the Chief of Police and the Board of Aldermen to address these issues.

VII. PUBLIC HEARING: None

VIII. OLD BUSINESS:

1. STREET RESURFACING PROJECT:

Mr. Whitehead presented the final street resurfacing project estimates from Rivers & Associates, Inc., which includes engineering costs. The total estimated cost of the street resurfacing project is \$2,900,188.00. Paving accounts for \$2,569,760.00 and engineering and construction management accounts for \$330,428.00 of the total.

Due to the amount of the project, the town will be required to borrow a significant portion of the total cost. The best option is to apply for a loan with the USDA's Community Facilities Direct Loan and Grant Program.

Mr. Scott Godefroy with Rivers & Associates, Inc. addressed the Board and offered to answer any questions they may have. He noted that once the design phase begins, they can include any modifications that need to be made.

A **motion** was made by Alderman Tom Brown, seconded by Alderman Marilyn Bunce, for the Town Administrator to proceed with trying to get funding with USDA. The motion was unanimously carried.

IX. NEW BUSINESS:

1. POLICE RADIO PURCHASE (ORDINANCE 2024-04):

Mr. Whitehead presented Grant Project Ordinance 2024-04 to the Board. The Town has been awarded a \$29,174 reimbursement grant from the Governors Crime Commission to assist with the purchase of handheld radios, laptop computers, and tasers for the Richlands Police Department. Initially, the town is seeking to purchase 3 Motorola handheld radios for a total cost of \$17,065. Due to the amount of lead time to acquire the radios (20 weeks), the purchase will have to straddle two budget years, requiring the Board to adopt a grant project ordinance.

A **motion** was made by Alderman Paul Conner, seconded by Alderman Tom Brown to approve Ordinance 2024-04 (Grant Project Ordinance). The motion was unanimously carried.

2. PLANNING BOARD APPOINTMENTS:

The Planning Board Terms for both Mr. John Tripp (102 Nan Street) and Mr. Jason

Smith (227 Maidstone Drive) are set to expire on March 13, 2024. Mr. Tripp and Mr. Smith have both expressed their desire to remain on the Planning Board. If the Board chooses to reappoint Mr. Tripp and Mr. Smith, the new term will be for 3 (three) years.

A **motion** was made by Alderman Kent Painter, seconded by Alderman Paul Conner, to reappoint Mr. John Tripp and Mr. Jason Smith to the Planning Board for a 3 (three) year term. The motion was unanimously carried.

X. ADMINISTRATOR NOTES AND UPDATES:

The Town Administrator, Gregg Whitehead, presented a copy of notes and updates to the Board which is incorporated by reference and hereby made part of these minutes. He also reported on the following:

- The second bid process on the stormwater project resulted in two bids. The lowest bid was \$100,000.00 more than budgeted.
- A Budget Workshop needs to be scheduled for April. After some discussion, the budget workshop was scheduled for April 23, 2024 at 10:00 am.

XI. POLICE REPORT:

Chief William A. Horne presented a copy of the Activity Report for January 2024 and February 2024 and is incorporated by reference and hereby made part of these minutes.

- The two new BLET graduate trainees should be finished with their training by the end of the month.
- Hired another student currently in BLET at James Sprunt Community College.
- The new vehicle is in Dover waiting to be upfitted.

XII. BOARD MEMBER CONCERNS AND COMMITTEE UPDATES:

Alderman Marilyn Bunce: Has a lot of concerns with what Mr. Lacey has brought to our attention today and to her attention in the past regarding ordinance violations that are not being enforced especially the chicken ordinance. Does not feel that we should have any ordinance allowing chickens and that violations need to be written.

XIII. PERSONNEL:

A **motion** was made by Alderman Tom Brown, seconded by Alderman Marilyn Bunce to go into closed session to discuss personnel. The motion was unanimously carried.

XIV. CLOSED SESSION:

Mayor McKinley Smith called the meeting back into open session.

No action was taken in closed session regarding personnel performance.

A **motion** was then made by Alderman Paul Conner, seconded by Alderman Tom Brown to authorize the Town Administrator to meet with various employees regarding concerns that were raised during closed session. The motion was unanimously carried.

XV. ADJOURN:

With no further business, a **motion** was made by Alderman Tom Brown, seconded by Alderman Marilyn Bunce to adjourn the meeting at 7:27 pm. The motion was unanimously carried.

Respectfully Submitted,

Attest:
Erin Juhls, Town Clerk

Mayor McKinley Smith



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item VIII. - 1.
Stormwater Improvement Project

Description:

Stormwater Improvement Project.

Review:

Bids for the proposed stormwater project were opened on March 12 and two qualified bids were received as shown in the attached Bid Summary Sheet. The lowest bid is \$256,400 from KBS Construction out of Fremont, NC. The received bids were considerably higher than anticipated and the lowest bid will require an additional \$104,400 in construction funds to complete. If so desired to proceed, I have prepared an amended Grant Project Ordinance that accounts for the additional \$104,400 in funds to be allocated from General Fund Balance.

In addition, all required easements have been acquired save two. The Living Word Full Gospel Ministry at 200 W Hargett St has an existing 10 foot easement and the town is seeking an additional temporary 5 feet for the repair work. We have not received a response from the ministry regarding the easement request. The owner of 103 N Academy St is requesting \$500 in exchange for signing the easement.

More details of the proposed project will provided at the meeting.

Action Needed:

Act as desired.

ATTACHMENTS:

Description

- ❑ Bid Summary Sheet
- ❑ Bid Tabulation Sheet
- ❑ Grant Project Ordinance (Amended)

BID SUMMARY SHEET

Rivers & Associates, Inc.
Greenville, NC 27858

PROJECT: Storm Drainage System Rehabilitation Project
OWNER: Town of Richlands
BID OPENING: Tuesday, March 12, 2024 at 4:00pm
LOCATION: Rivers & Associates Office

Bid Summary Sheet as read at the Bid Opening. This is not a certified Bid Tab or Summary.

[illegible]


RIVERS AND ASSOCIATES, INC.
BID TABULATION SHEET

OWNER: Town of Richlands
PROJECT: Storm Drainage System Rehabilitation Project
LOCATION: Rivers & Associates Office
BIDS OPENED: Tuesday, March 12, 2024 at 4:00pm

CERTIFICATION
Scott P. M. Godfrey
I CERTIFY THAT THIS IS A TRUE RECORD OF BIDS RECEIVED.



CONTRACTOR ADDRESS				B.E. Singleton & Sons, Inc.		KBS Construction Co., LLC		Lanier Construction		Sunland Construction		Engineer's Revised Estimate	
				920 W. 3rd Street		208 Bath Road		No Bid		No Bid			
LIC#/BID BOND				Washington, NC 27889		Fremont, NC							
				#8226		#71024							
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
1.	1	LS	Mobilization and Bonding (Not to exceed 3% of Base Bid)	\$9,000.00	\$9,000.00	\$7,200.00	\$7,200.00		\$0.00		\$0.00	\$6,500.00	\$6,500.00
2.	1	LS	Construction Staking	\$15,500.00	\$15,500.00	\$5,000.00	\$5,000.00		\$0.00		\$0.00	\$500.00	\$500.00
3.	135	LF	18" HP Stormwater Pipe	\$200.00	\$27,000.00	\$110.00	\$14,850.00		\$0.00		\$0.00	\$130.00	\$17,550.00
4.	460	LF	24" HP Stormwater Pipe	\$230.00	\$105,800.00	\$145.00	\$66,700.00		\$0.00		\$0.00	\$170.00	\$78,200.00
5.	26	LF	30" Stormwater RC Pipe	\$400.00	\$10,400.00	\$200.00	\$5,200.00		\$0.00		\$0.00	\$280.00	\$7,280.00
6.	2	EA	Replace Existing 36" x 26" Catch Basin (4'-6") w/ Hood, Frame, and Grate	\$6,525.00	\$13,050.00	\$7,200.00	\$14,400.00		\$0.00		\$0.00	\$6,700.00	\$13,400.00
7.	3	EA	Replace Existing 48" x 48" Drop Inlet (4'-6") w/ Frame and Grate	\$5,000.00	\$15,000.00	\$8,000.00	\$24,000.00		\$0.00		\$0.00	\$4,200.00	\$12,600.00
8.	2	EA	Install New 48" x 48" Drop Inlet Type A (4'-6") w/ Frame and Grate	\$5,000.00	\$10,000.00	\$8,000.00	\$16,000.00		\$0.00		\$0.00	\$6,500.00	\$13,000.00
9.	1	EA	Convert Existing Blind Box to a Junction Box 24" Pipe (4'-6")	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00		\$0.00		\$0.00	\$2,000.00	\$2,000.00
10.	1	EA	Install New Conflict Box 24" Pipe (4'-6")	\$5,000.00	\$5,000.00	\$6,500.00	\$6,500.00		\$0.00		\$0.00	\$3,000.00	\$3,000.00
11.	1	EA	Utility Bridging	\$8,500.00	\$8,500.00	\$7,500.00	\$7,500.00		\$0.00		\$0.00	\$7,000.00	\$7,000.00
12.	45	SY	Remove/Replace Asphalt Pavement (Town Street)	\$192.00	\$8,640.00	\$200.00	\$9,000.00		\$0.00		\$0.00	\$40.00	\$1,800.00
13.	10	SY	Remove Existing Sidewalk	\$34.00	\$340.00	\$150.00	\$1,500.00		\$0.00		\$0.00	\$20.00	\$200.00
14.	10	SY	Replace Existing Sidewalk	\$90.00	\$900.00	\$150.00	\$1,500.00		\$0.00		\$0.00	\$60.00	\$600.00
15.	70	SY	Remove Existing Concrete Driveway	\$31.00	\$2,170.00	\$20.00	\$1,400.00		\$0.00		\$0.00	\$20.00	\$1,400.00
16.	70	SY	Replace Existing Concrete Driveway	\$90.00	\$6,300.00	\$150.00	\$10,500.00		\$0.00		\$0.00	\$100.00	\$7,000.00
17.	55	LF	Remove Existing Curb and Gutter	\$31.00	\$1,705.00	\$20.00	\$1,100.00		\$0.00		\$0.00	\$10.00	\$550.00
18.	55	LF	Replacement of Existing Curb and Gutter	\$53.00	\$2,915.00	\$40.00	\$2,200.00		\$0.00		\$0.00	\$30.00	\$1,650.00
19.	494	LF	Remove Existing Storm Sewer Pipe Abandon Existing 18" Storm Sewer w/ Flowable Fill	\$17.00	\$8,398.00	\$25.00	\$12,350.00		\$0.00		\$0.00	\$30.00	\$14,820.00
20.	110	LF		\$80.00	\$8,800.00	\$50.00	\$5,500.00		\$0.00		\$0.00	\$50.00	\$5,500.00
21.	260	CY	Select Backfill	\$40.00	\$10,400.00	\$30.00	\$7,800.00		\$0.00		\$0.00	\$40.00	\$10,400.00
22.	46	CY	Stabilization Stone (Trench)	\$196.00	\$9,016.00	\$50.00	\$2,300.00		\$0.00		\$0.00	\$80.00	\$3,680.00
23.	6	EA	Straw Wattle Check Dam	\$136.00	\$816.00	\$200.00	\$1,200.00		\$0.00		\$0.00	\$300.00	\$1,800.00
24.	75	LF	Slit Fence	\$6.00	\$450.00	\$10.00	\$750.00		\$0.00		\$0.00	\$5.00	\$375.00
25.	7	EA	Drop Inlet/Catch Basin Protection (RIST)	\$500.00	\$3,500.00	\$850.00	\$5,950.00		\$0.00		\$0.00	\$850.00	\$5,950.00
26.	2	EA	Drop Inlet/Catch Basin Protection (CISD)	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00		\$0.00		\$0.00	\$950.00	\$1,900.00
27.	1	AC	Fertilizing, Seeding, and Mulching	\$3,500.00	\$3,500.00	\$4,500.00	\$4,500.00		\$0.00		\$0.00	\$3,500.00	\$3,500.00
28.	30	LF	8" RJ DIP Water Main incl/fittings	\$230.00	\$6,900.00	\$400.00	\$12,000.00		\$0.00		\$0.00	\$85.00	\$2,550.00
TOTAL BASE BID				\$300,000.00		\$256,400.00		\$0.00		\$0.00		\$224,705.00	

 Corrected unit price from bid sheet

**GRANT PROJECT ORDINANCE
ORDINANCE 2023-01 AMENDED**

BE IT ORDAINED by the town board of the Town of Richlands, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a stormwater improvement project to be funded by monies designated to the Town of Richlands in the Current Operations Appropriations Act of 2022 and administered by the North Carolina Office of State Budget and Management (OSBM) and unspent monies allocated to the town from the annual Powell Bill distribution.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

Engineering	\$83,800
Land	\$0
Construction	<u>\$256,400</u>
	\$340,200

Section 3: The following revenues are anticipated to be available to complete the project:

OSBM Administered Grant	\$135,800
General Fund Balance	\$104,400
Powell Bill Funds (Retained)	<u>\$100,000</u>
	\$340,200

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town the Board of Aldermen.

Section 7: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Section 8: This grant project ordinance expires on June 30, 2026, or when all the General Fund Grant funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this 12th day of March, 2024.

ATTEST:

McKinley Smith, Mayor

Erin Juhls, Clerk



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item VIII. - 2.
Resolution 2024-01 (Street Dedication)

Description:

Resolution 2024-01 (Street Dedication for the Landing at Sylvester Farms).

Review:

This item was previously tabled pending that the utility cuts made on Nathaniel Drive were properly repaired. The repairs have been made and confirmed by the town. The Board can proceed with the request by 24 East Development, LLC for the town accept the dedication of the streets and stormwater facilities for Nathaniel Drive, Cats Way and Sylvester Farm Road at the Landing Subdivision. The street construction curbing, stormwater pipes and street lighting have been completed.

The attached resolution accepts the dedication of the streets, rights-of-way, and facilities located within the right-of-ways to the town.

Action Needed:

Approve the resolution as desired.

ATTACHMENTS:

Description

- ▣ Street Decication Letter (Landing at Sylvester Farms)
- ▣ Resolution 2024-01
- ▣ The Landing Phase 1
- ▣ The Landing Phase 2

24 East Development, LLC

108 W. Franck Street

Richlands, NC 28574

December 14, 2023

RE: Dedication of roads and stormwater for Nathaniel Drive, Cats Way, and Sylvester Farm Road
Located in Onslow County, NC

To: Mr. Gregg Whitehead
Town Administrator
PO Box 245
Richlands, NC 28574

Dear Mr. Whitehead,

Per your conversation with Ely Perry of Perry Management, our Commercial Developer, I am submitting this letter as notification of project completion for Phase I and II of The Landing subdivision. We would like to move forward and dedicate the roads and stormwater for Nathaniel Drive, Cats Way, and Sylvester Farm Road to the town of Richlands. The construction project has been completed per the plan set dated October 14, 2019, and Certified by Wm. G. Daniel & Associates.

Please let us know if you need any additional information to complete the transfer for the roads and stormwater.

Sincerely,



24 East Development, LLC

L. Ward Sylvester, III

Manager

108 W. Franck Street

Richlands, NC 28574

(910) 324-1106

wardsylvester@pigglywigglystores.com

RESOLUTION 2024-01

**A RESOLUTION ACCEPTING DEDICATION TO THE PUBLIC OF
RIGHTS-OF-WAY AND EASEMENTS OF THE LANDING SUBDIVISION**

WHEREAS, G.S. 160D-806 authorizes any Town Board to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction; and

WHEREAS, the Board of Aldermen of the Town of Richlands acted to approve the final plats named in this resolution; and

WHEREAS, the final plats named in this resolution contain public rights-of-way for the purposes of developing streets, stormwater controls, public utility lines, or other public purposes; and

WHEREAS, the Richlands Board of Aldermen has received a request by the developer named in this resolution to accept the dedication of rights-of-way, streets, street lighting and certain stormwater facilities; and

WHEREAS, the Richlands Board of Aldermen finds that it is in the best interest of the public health, safety, and general welfare of the citizens of the Town of Richlands to accept the offered public rights-of-way on the plats named in this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Richlands, North Carolina:

Section 1. The Town of Richlands accepts the public rights of way and dedication of the street improvements, street lighting and stormwater facilities for Nathaniel Drive, Cats Way, and Sylvester Farm Road in the following approved subdivision plats:

The Landing Subdivision Phase 1 (Map Book 81, Page 28) and Phase 2 (Map Book 81, Page 27)

Section 2. Acceptance of dedication of lands or facilities shall not place on the Town any duty to open, operate, repair, or maintain any street, utility line, or other land or facility except as provided by the ordinances, regulations or specific acts of the Town, or as provided by the laws of the State of North Carolina.

Section 3. The acceptance of the dedication of the lands or facilities shall not include any stormwater pond or similar structure, or any facilities or improvements intended or actively maintained by a Property Owners Association.

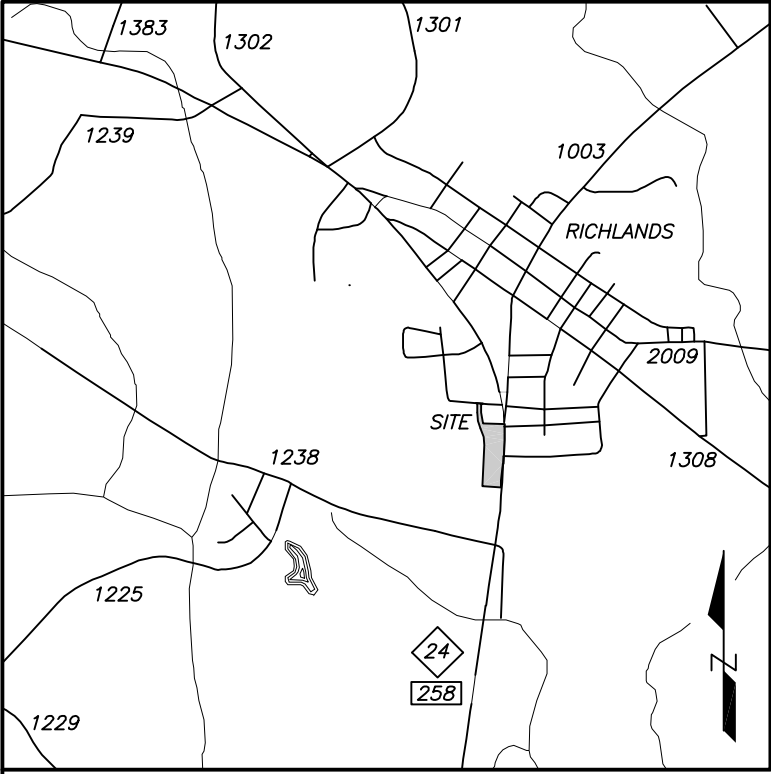
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE TOWN OF RICHLANDS, NORTH CAROLINA THAT the Board of Aldermen hereby accept the dedication of the public rights-of-way to Phase 1 and Phase 2 of The Landing Subdivision and to accept all streets, curbs, sidewalks and certain stormwater facilities located in stated rights-of-way and as described in this resolution.

DULY ADOPTED this 20th day of February, 2024.

McKinley Smith, Mayor

ATTEST:

Town Clerk



VICINITY MAP
(NOT TO SCALE)

LINE TABLE		
LINE	BEARING	DISTANCE
L-1	S 02°05'59" W	7.52'
L-2	S 02°56'34" W	48.54'
L-3	N 85°03'10" W	10.01'
L-4	S 07°19'13" W	10.15'
L-5	S 02°56'34" W	49.58'
L-6	S 48°23'16" W	38.03'
L-7	S 42°30'08" E	38.03'
L-8	N 82°40'47" W	7.00'
L-9	N 07°19'13" E	9.62'
L-10	N 07°19'13" E	169.36'
L-11	N 05°23'49" E	63.18'
L-12	N 02°56'11" E	181.61'
L-13	N 02°56'11" E	155.00'
L-14	N 02°56'11" E	7.00'
L-15	S 87°03'49" E	10.47'

CURVE TABLE					
CURVE	LENGTH	RADIUS	CHORD BEARING	CHORD DIST.	DELTA ANGLE
C1	11.29'	2970.00'	N 03°03'06" E	11.29'	0°13'04"
C2	131.35'	570.00'	N 03°39'32" W	131.06'	13°12'13"
C3	143.24'	570.00'	N 17°27'36" W	142.86'	14°23'54"
C4	261.54'	560.00'	N 11°16'47" W	259.17'	26°45'32"
C5	37.75'	25.00'	N 41°09'21" W	34.26'	86°30'40"
C6	40.79'	25.00'	S 48°50'39" W	36.42'	93°29'20"
C7	175.43'	500.00'	S 07°57'05" E	174.53'	20°06'08"
C8	138.27'	2965.57'	S 00°35'09" E	138.26'	2°40'17"
C9	7.01'	2965.57'	S 00°49'04" W	7.01'	0°08'07"
C10	106.48'	2965.57'	S 01°54'50" W	106.48'	2°03'26"
C11	12.49'	3030.00'	N 03°03'39" E	12.49'	0°14'10"
C12	39.27'	25.00'	N 47°56'34" E	35.36'	90°00'00"
C13	24.42'	25.00'	S 59°04'14" E	23.46'	55°58'24"
C14	14.85'	25.00'	S 14°04'14" E	14.63'	34°01'36"
C15	26.30'	25.00'	S 33°04'34" W	25.10'	60°16'00"
C16	12.97'	25.00'	S 78°04'34" W	12.83'	29°44'00"
C17	39.27'	25.00'	N 42°03'26" W	35.36'	90°00'00"
C18	44.86'	630.00'	N 00°54'11" E	44.85'	4°04'47"
C19	158.47'	630.00'	N 08°20'35" W	158.06'	14°24'45"
C20	100.17'	630.00'	N 20°06'15" W	100.06'	9°06'35"
C21	58.09'	500.00'	N 21°19'51" W	58.06'	6°39'24"
C22	24.82'	2970.00'	S 03°24'00" W	24.82'	0°28'43"

STATE OF NORTH CAROLINA ONSLOW COUNTY

I, CHRISTOPHER K. PADERICK, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION; (DEED DESCRIPTION RECORDED IN MAP & DEED BOOKS NOTED); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION REFERENCED HEREON; THAT THE RATIO OF PRECISION AS CALCULATED IS 1: 10,000±; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; THAT THE FOLLOWING INFORMATION WAS USED TO PERFORM THIS GNSS SURVEY:

CLASS OF SURVEY: A
POSITIONAL ACCURACY: 0.10'
TYPE OF GPS FIELD PROCEDURE: RTK
DATES OF SURVEY: 2014-2021
DATUM / EPOCH: NAD 83(2011)
PUBLISHED / FIXED CONTROL USED: REAL TIME NETWORK
GEOID MODEL: GEOID12
COMBINED GRID FACTOR: 0.9998954
UNITS: U.S. SURVEY FEET

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 7TH DAY OF JANUARY, A.D., 2021.

L-4189



I, CHRISTOPHER K. PADERICK, PROFESSIONAL LAND SURVEYOR NO. 4189, CERTIFY THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

L-4189

NOTES:

1. COMBINED FACTOR IS 0.9998954.
2. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS IN FEET & DECIMALS THEREOF, UNLESS OTHERWISE NOTED.
3. ALL UTILITIES AND IMPROVEMENTS MAY NOT BE SHOWN ON THIS SURVEY.

MAP FOR RECORD
SURVEY FOR

THE LANDING AT SYLVESTER FARM PHASE 1

TOWN OF RICHLANDS JANUARY 7, 2021
ONSLOW COUNTY, NC 1" = 80'



GRAPHIC SCALE

OWNER INFORMATION

24 EAST DEVELOPMENT, LLC
108 W. FRANK STREET
RICHLANDS, NC 28574

SYLVESTER ST. VARIABLE WIDTH PUBLIC R/W

24 EAST DEVELOPMENT, LLC
DB xxxx, PG xxx
MB xx, PG xx
(PARCEL ID #xxxxxx)

RICHLANDS REAL ESTATE, LLC
DB 5332, PG 290
MB 75, PG 167
(PARCEL ID #164455)

24 EAST DEVELOPMENT, LLC
DB xxxx, PG xxx
MB xx, PG xx
(PARCEL ID #xxxxxx)

24 EAST DEVELOPMENT, LLC
DB 5069, PG 497
MB 77, PG 35
(PARCEL ID #166429)

FLOOD STATEMENT

THIS PROPERTY IS LOCATED IN ZONE "X"
AND IS NOT WITHIN A SPECIAL FLOOD HAZARD
AREA, AS DETERMINED BY NFIP RATE MAP
DATED JUNE 19, 2020 : COMMUNITY PANEL
NUMBER 370341-4431-K

**"PRELIMINARY PLAT"
NOT FOR SALES, CONVEYANCES,
OR RECORDATION.**

WOODSON ST. VARIABLE WIDTH PUBLIC R/W

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN
HEREON HAS BEEN FOUND TO COMPLY WITH THE
SUBDIVISION REGULATIONS OF THE TOWN OF RICHLANDS,
NORTH CAROLINA AND THAT THIS PLAT HAS BEEN APPROVED
BY THE TOWN BOARD FOR RECORDING IN THE OFFICE OF
THE REGISTER OF DEEDS OF ONSLOW COUNTY.

SUBDIVISION ADMINISTRATOR

DATE

I, ONSLOW COUNTY, REVIEW OFFICER OF
WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY
REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

DATE

FILED FOR REGISTRATION _____,
2021, _____ M
MAP BOOK _____, PAGE _____.

REGISTER OF DEEDS
ONSLOW COUNTY

RIGHT OF WAY
ACREAGE DATA
(BY COMPUTER)

2.304 AC±

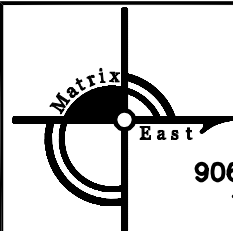
SOURCES OF TITLE

DB 4880, PG 357
MB 75, PG 167
DB 5069, PG 497
MB 77, PG 35
DB xxxx, PG xxx
MB xx, PG xxx

LEGEND

R/W = RIGHT OF WAY
C/L = CENTERLINE
EIS = EXISTING IRON STAKE
ERWD = EXISTING RIGHT-OF-WAY DISK
NIS = NEW IRON STAKE
PP = POWER POLE
E = ELECTRICAL LINE
--- = ADJOINING PROPERTY LINE

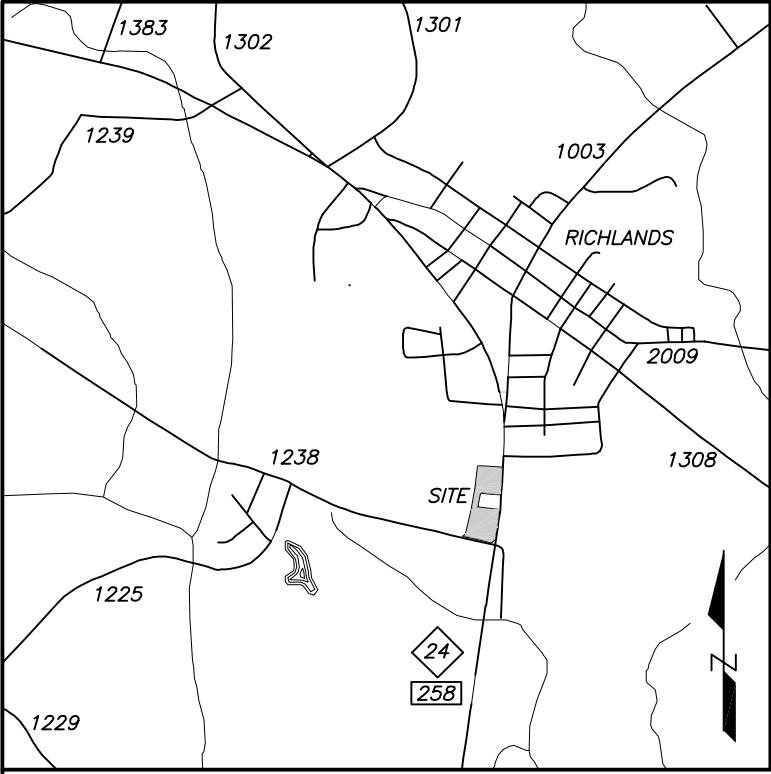
US HWY 258 / NC HWY 24
PUBLIC R/W (WIDTH VARIES)



MATRIX EAST, PLLC PROFESSIONAL LAND SURVEYORS

906 N. QUEEN ST., SUITE A KINSTON, NC 28501
TEL: 252-522-2500 FAX: 252-522-4747

FIRM LIC. # P-0221	EMAIL: surveyor@matrixeast.net
DRAWN BY: JRW	PROJECT NO.: 20140052
SURVEYED BY: ALL	DATE: 1/7/2021
SCALE: 1" = 80'	DRAWING NAME: PHASE1_SUB



VICINITY MAP
(NOT TO SCALE)

CURVE TABLE					
CURVE	DELTA ANGLE	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING
C1	0°56'43"	5653.58'	93.28'	46.64'	S 03°24'07" W
C2	0°36'30"	5653.58'	60.01'	30.01'	S 04°10'44" W
C3	5°32'29"	1030.00'	99.62'	49.85'	N 84°17'28" W
C4	88°58'06"	25.00'	38.82'	24.55'	S 53°59'43" W
C5	2°54'36"	3030.00'	153.89'	76.96'	S 10°57'58" W
C6	2°04'46"	5653.58'	205.20'	102.61'	S 07°24'18" W
C7	0°02'44"	5653.58'	4.49'	2.24'	S 08°28'03" W
C8	90°00'00"	25.00'	39.27'	25.00'	N 58°12'34" E
C9	10°02'56"	2970.00'	520.90'	261.12'	N 08°11'06" E
C10	5°32'29"	970.00'	93.81'	46.94'	N 84°17'28" W
C11	88°58'06"	25.00'	38.82'	24.55'	N 37°02'11" W
C12	4°16'08"	3030.00'	225.75'	112.93'	N 05°18'49" E
C13	0°47'19"	3030.00'	41.70'	20.85'	N 12°48'55" E
C14	66°25'19"	25.00'	28.98'	16.37'	N 43°34'46" W
C15	23°34'41"	25.00'	10.29'	5.22'	N 01°25'14" E

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN
HEREON HAS BEEN FOUND TO COMPLY WITH THE
SUBDIVISION REGULATIONS OF THE TOWN OF RICHLANDS,
NORTH CAROLINA AND THAT THIS PLAT HAS BEEN APPROVED
BY THE TOWN BOARD FOR RECORDING IN THE OFFICE OF
THE REGISTER OF DEEDS OF ONSLOW COUNTY.

SUBDIVISION ADMINISTRATOR

DATE

I, _____, REVIEW OFFICER OF
ONSLOW COUNTY, CERTIFY THAT THE MAP OR PLAT TO
WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY
REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

DATE

FILED FOR REGISTRATION _____,
2021. _____ M
PLAT CABINET _____, PAGE _____.

REGISTER OF DEEDS
ONSLOW COUNTY

NOTES:

1. COMBINED FACTOR IS 0.9998954.
2. ALL DISTANCES ARE HORIZONTAL GROUND
MEASUREMENTS IN FEET & DECIMALS THEREOF,
UNLESS OTHERWISE NOTED.
3. ALL UTILITIES AND IMPROVEMENTS MAY NOT BE
SHOWN ON THIS SURVEY.

"PRELIMINARY PLAT"
NOT FOR SALES, CONVEYANCES,
OR RECORDATION.

SYLVESTER FARM INVESTMENTS, LLC.
DB 4223, PG 186
MB 78, PG 239
(PARCEL ID #168228)

24 EAST DEVELOPMENT, LLC
DB xxxx, PG xxx
MB xx, PG xx
(PARCEL ID #xxxxxx)

24 EAST DEVELOPMENT, LLC.
DB 4880, PG 357
PC 75, PG 167
(PARCEL ID #164456)

PERRY GRANDCHILDREN, LLC
DB 5353, PG 104
MB 79, PG 134

SOURCES OF TITLE

DB 5069, PG 497
PC 77, PG 35

RIGHT OF WAY
ACREAGE DATA
(BY COMPUTER)

1.525 AC±

LEGEND

R/W = RIGHT OF WAY
C/L = CENTERLINE
EIS = EXISTING IRON STAKE
ERWD = EXISTING RIGHT-OF-
WAY DISK
NIS = NEW IRON STAKE
TB = TELEPHONE BOX
O = NO POINT SET
--- = ADJOINING PROPERTY LINE

LINE TABLE		
LINE	BEARING	LENGTH
L-1	N 13°40'22" E	84.00
L-2	N 56°59'56" E	24.74
L-3	S 76°47'26" E	228.45
L-4	N 32°57'58" E	74.04
L-5	N 10°33'10" E	98.12
L-6	N 10°48'22" E	11.79
L-7	N 10°48'22" E	202.07

I, CHRISTOPHER K. PADERICK, PROFESSIONAL LAND SURVEYOR NO. 4189,
CERTIFY THAT THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN
THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE
THAT REGULATES PARCELS OF LAND.

L-4189

STATE OF NORTH CAROLINA

ONSLOW COUNTY

I, _____, CERTIFY THAT THIS
PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL
SURVEY MADE UNDER MY SUPERVISION; (DEED DESCRIPTION
RECORDED IN MAP & DEED BOOKS NOTED); THAT THE
BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN
FROM INFORMATION REFERENCED HEREON; THAT THE RATIO
OF PRECISION AS CALCULATED IS 1: 10,000±; THAT THIS PLAT
WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS
AMENDED. THAT THE FOLLOWING INFORMATION WAS USED TO
PERFORM THIS GNSS SURVEY:

CLASS OF SURVEY: _____ A
POSITIONAL ACCURACY: 0.10'
TYPE OF GPS FIELD PROCEDURE: RTK
DATES OF SURVEY: 2014-2021
DATUM / EPOCH: NAD 83(2011)
PUBLISHED / FIXED CONTROL USED: REAL TIME NETWORK
GEOID MODEL: GEOID12
COMBINED GRID FACTOR: 0.9998954
UNITS: U.S. SURVEY FEET

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER
AND SEAL THIS 7TH DAY OF JANUARY, A.D., 2021.

L-4189



MAP FOR RECORD
SURVEY FOR

THE LANDING AT SYLVESTER FARM PHASE 2

TOWN OF RICHLANDS

JANUARY 7, 2021

ONSLOW COUNTY, NC

1" = 80'



GRAPHIC SCALE

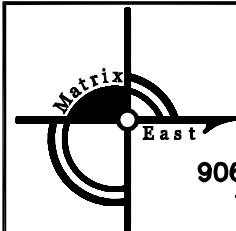
US HWY 258 / NC HWY 24
PUBLIC R/W (WIDTH VARIES)

FLOOD STATEMENT

THIS PROPERTY IS LOCATED IN ZONE "X"
AND IS NOT WITHIN A SPECIAL FLOOD HAZARD
AREA, AS DETERMINED BY NFIP RATE MAP
DATED JUNE 19, 2020 : COMMUNITY PANEL
NUMBER 370341-4431-K.

OWNER INFORMATION

24 EAST DEVELOPMENT, LLC.
108 W. FRANK STREET
RICHLANDS, NC 28574



MATRIX EAST, PLLC
PROFESSIONAL LAND SURVEYORS

906 N. QUEEN ST., SUITE A
TEL: 252-522-2500

KINSTON, NC 28501
FAX: 252-522-4747

FIRM LIC. # P-0221

EMAIL: surveyor@matriceast.net

DRAWN BY: CKP

PROJECT NO.: 20140052

SURVEYED BY: ALL

DATE: 1/7/2021

SCALE: 1" = 80'

DRAWING NAME: PHASE2_SUB



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item IX. - 1.

Fiber Internet Upgrade

Description:

Fiber Optic Internet Upgrade.

Review:

I would like the Board to consider going to a dedicated fiber internet access for town hall. Though the monthly fee for fiber (\$299) is higher than standard coaxial cable internet (\$109), the fiber internet is a dedicated line that is not shared with outside internet traffic. And since fiber is buried, the internet access is less likely to be affected during extreme weather events. As noted in the attached summary, fiber internet with Spectrum also comes with 5 static IP addresses included in the fee while we currently pay \$19.99 a month for one IP address. In addition, should the town ever decide to move to a VoIP phone system, the needed fiber access will already be established.

Action Needed:

Act as desired.

ATTACHMENTS:

Description

- ▣ Internet Access Comparison

Internet Access Comparison

Dedicated Spectrum Fiber Internet

30x30 Mbps (60 months) – \$299/month

30x30 Mbps (36 months) – \$436/month

50x50 Mbps (60 months) – \$399/month

50x50 Mbps (36 months) – \$475/month

*includes 5 static IP addresses

*waived construction and install fees

*standard lead time of 60-90 days

Current Spectrum Business Coaxial Internet

\$109/month for shared connection and 1 static IP address



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item IX. - 2.

Property Donation Request

Description:

Property Donation Request.

Review:

Carolina South Builders is offering to donate approximately 2 acres of land located between land owned by the town and parts of the Tri-Field Estates Subdivision and the Squires Run Village Subdivision. The parcel is listed as Tax Map 205-1.5 and is basically located in the flood way. Carolina South Builders is seeking to donate the parcel to the town if the town is willing to cover the cost of a survey to the property.

Action Needed:

Act as desired.

ATTACHMENTS:

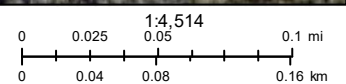
Description

▣ Carolina South Property Map

Carolina South Builders



April 4, 2024



WARNING: THIS IS NOT A SURVEY.

This map is prepared for the inventory of real property found within this jurisdiction, and is compiled from recorded deeds, plats, and other public records and data. Users of this map are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this map. The County and mapping company assume no legal responsibility for the information contained on this map.



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 3.
Capital Grant Ordinance

Description:

Capital Grant Ordinance (Ordinance 2024-05).

Review:

Attached is a grant project ordinance to allocate the grant funds the town was awarded by the Rural Transformation Grant Program to provide a restroom, performance stage and other eligible improvements to Venters Park in downtown Richlands. All funds must be obligated by December 31, 2024 and all funds must be spent by December 31, 2026.

Action Needed:

Approve the ordinance if desired.

ATTACHMENTS:

Description

- ▣ Capital Grant Ordinance (Venters Park)

**GRANT PROJECT ORDINANCE
RURAL TRANSFORMATION GRANT
ORDINANCE 2024-05**

BE IT ORDAINED by the town board of the Town of Richlands, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by monies awarded to the Town of Richlands by the Rural Transformation Grant Fund (Award Number SA-266) administered by the North Carolina Department of Commerce, Rural Economic Development Division. The Town of Richlands is designated to receive \$330,000 in reimbursable grant monies for the purpose of providing certain improvements to the Venters Park in Richlands.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

Engineering	\$15,000
Land	\$0
Construction	\$285,000
Contingency	<u>\$30,000</u>
	\$330,000

Section 3: The following revenues are anticipated to be available to complete the project:

Rural Transformation Grant	\$330,000
----------------------------	-----------

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town the Board of Aldermen.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the General Fund Grant funds have been obligated and expended by the town, whichever occurs sooner.

Adopted this 9th day of April, 2024.

ATTEST:

McKinley Smith, Mayor

Erin Juhls, Clerk



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item IX. - 4.
Budget Amendment #4

Description:

Budget Amendment #4 (Governors Crime Commission Grant).

Review:

The attached budget amendment accounts for the expending and then getting reimbursed \$5,244 in grant funds from the Governors Crime Commission for the purchase of 4 laptops.

Action Needed:

Approve the amendment.

ATTACHMENTS:

Description

- ▣ Budget Amendment #4

BUDGET AMENDMENT # 4
FY ENDING 2023/2024
GOVERNING BODY

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

Account Number	Description	Budget	Increase (Decrease)	New Budget	Explanation
10-510-7100	Non-Capital Outlay Equipment	2900.00	2344.08	5244.08	4 Laptops Reimbursement Grant from Gov Crime Comm
10-399-0000	Fund Balance		(2344.08)		

This budget amendment has been approved by
The Board of Alderman/Town Administrator:

Date

Date entered into FMS: _____



TOWN OF RICHLANDS

Regular Board Meeting

Agenda Item X. - 1. Administrator Notes and Updates

Description:

- I will be out of the office Wednesday, April 10 through Tuesday, April 16.
- Don't forget that the budget workshop is scheduled for Tuesday, April 23 at 10:00 AM at town hall.
- The NC Office of State Budget and Management has released the 2022 population municipal estimates. The population of Richlands is now 2,418, a 48 person increase from last year.

Review:

Action Needed:



TOWN OF RICHLANDS
Regular Board Meeting
Agenda Item XI. - 1.
March 2024 Police Report

Description:

Attached is the Police Activity Log for March of 2024.

Review:

Action Needed:

Receive the Police Report.

ATTACHMENTS:

Description

☐ March 2024 Police Activity Log

Activity Log Event Summary (Cumulative Totals)

Richlands Police Department

(03/01/2024 - 03/31/2024)

<No Event Type Specified>	3	911 Hang-Up	2
Adminstration Run	32	Alarm Activation	7
Arrest	14	Assault	1
Assist Citizen	24	Assist EMS	3
Assist Other Agency	8	Assist Other RPD Officer	10
Bank Escort	2	Business Check	2,109
Business Walk Through	12	Call for Service	372
Careless & Reckless	1	Child Abuse	1
Child Safety Seat	1	Citation	176
Cite & Release	2	Civil Problem	3
Crash	10	Death	1
Domestic Dispute	6	Drivers License Check Point	1
DWI	1	DWLR	25
Fingerprinting	3	Follow up Investigation	12
Foot Patrol	2	Found Property/Safe Keeping	1
FTO Training	6	Hit & Run	1
Incident Report	27	Juvenile Problems	6
Larceny	2	Lighting Violation	42
No Insurance	26	NOL	18
Open Door/Windows	8	Patrol Zone 1	57
Patrol Zone 2	53	Patrol Zone 3	57
Patrol Zone 4	53	Patrol Zone 5	58
Patrol Zone 6	53	Possession of Drug Paraphernalia	1
Possession of Marijuana	5	Property Damage	2
Registration Violation	88	Safe Movement Violation	1
Seatbelt	1	Selective Traffic Enforcement	117
Special Assignment	9	Speeding	35
Stoplight/Sign	7	Supplement to report	17
Suspicious Vehicle/Person/Incident	9	Towed Vehicle	2
Transport to Jail	1	Trespassing	1
Unlock Car	6	Vehicle Check After Shift	48
Vehicle Check Before Shift	51	Vehicle Searches	6
Vehicle Stop	281	Verbal Warnings	125

Activity Log Event Summary (Cumulative Totals)

Richlands Police Department

(03/01/2024 - 03/31/2024)

Warning Citation	24	Warrant	4
Window Tint Violation	16		

Total Number Of Events: 4,169