

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: OLD BUSINESS

Agenda Title: Offer to Purchase Town Owned Lots (2)

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: As discussed at the Board's December 2, 2024 meeting, Donald Foster submitted an offer to purchase two Town owned parcels; 1441 and 1440 both on East Church Street. Both have a tax value of \$2,000 on each. Mr. Foster is offering \$750 for each parcel.

The Board directed the Interim Manager and Town Attorney to discuss and bring back a recommendation regarding how to handle costs associated with selling Town-owned parcels. After discussing the matter, a recommendation is being brought back to suggest that a cost analysis be performed on a case-by-case basis each time an offer to purchase is made. It is believed that with the current offer by Mr. Donald Foster for tax parcels #1441 and #1440, the Town should cover its costs (i.e. advertising, legal, etc.). The only (unlikely) exception to this would be if someone were to make an "upset" offer which then would require additional advertising. Also, the Town is limiting its costs by asking buyers to have their attorney incur the costs of preparing and recording the deed once the transaction is finalized.

Submitter Recommendations/Motions: Consider offer to purchase and direct staff to advertise for upset bids – if approved.

Number of Attachments: 4

Purchase offer parcel 1440

From Donald Foster <myfathersbus3@gmail.com>
Date Wed 11/20/2024 7:08 AM
To Town Manager of Bethel <manager@townofbethelinc.com>

You don't often get email from myfathersbus3@gmail.com. [Learn why this is important](#)

October 21, 2024

Town Manager, I'd like to offer \$750 to purchase plot of land owned by the Town of Bethel. Parcel 1440 on East Church Street. I will use attorney Horne and Horne for the closing if this offer is accepted. I can be reached at 252-412-7815 with any questions.

Donald Foster, Sr.

Pitt County Property Record Search

01440
0 E CHURCH ST

BETHEL TOWN OF
PO BOX 337 BETHEL NC 27812

Total Market Value
\$2,000

KEY INFORMATION

Property Use	RES	Lot Number	-
Zoning	NB	Land Class	RES
Land Size	0.14	Legal Description	&35*RES. CHURCH ST.
Township	BETHEL	Fire District	EMS
Neighborhood	0001564	Planning Jurisdiction	BL
Municipality	BETHEL		

ASSESSMENT DETAILS

Land Value	\$2,000
Building Value	\$0
Misc Improvements Value	\$0
Use Value Deferred	\$0
Total Market Value	\$2,000
Total Taxable Value	\$2,000

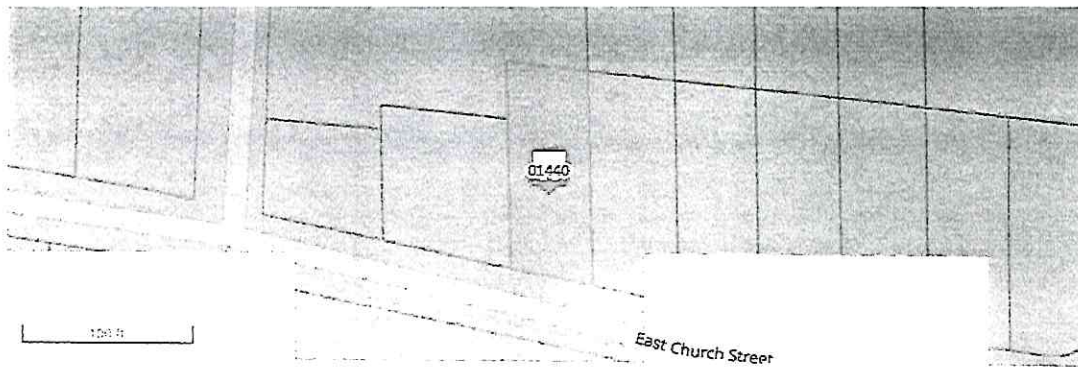
BUILDING DETAILS

RESIDENTIAL BUILDING (1)

Card #	0	Style	-
Living Area	0	Exterior Wall	-
Internal Wall (1)	-	Internal Wall (2)	-
Heat	-	A/C	-
Bedrooms	0	Full Baths	0
Half Baths	0	Fireplace	0
Garage	-	Carport	-
Grade	-	Foundation	-
Stories	-	Year Built	-
Effective Year Built	-		

SALES HISTORY

SALE DATE	SALE PRICE	SALE TYPE	DEED / DOCUMENT DATE	QUALIFIED
10/01/1985	\$3,000	V	000000,00000	Q



Data last updated: 11/18/2024

Purchase offer parcel 1441

From Donald Foster <myfathersbus3@gmail.com>

Date Wed 11/20/2024 7:05 AM

To Town Manager of Bethel <manager@townofbethelinc.com>

You don't often get email from myfathersbus3@gmail.com. [Learn why this is important](#)

October 21, 2024

Town Manager, I'd like to offer \$750 to purchase plot of land owned by the Town of Bethel. Parcel 1441 on East Church Street. I will use attorney Horne and Horne for the closing if this offer is accepted. I can be reached at 252-412-7815 with any questions.

Donald Foster, Sr.

Pitt County Property Record Search

01441
0 E CHURCH ST

BETHEL TOWN OF
PO BOX 337 BETHEL NC 27812

Total Market Value
\$2,000

KEY INFORMATION

Property Use	RES	Lot Number	-
Zoning	NB	Land Class	RES
Land Size	0.15	Legal Description	&37*RES. CHURCH ST.
Township	BETHEL	Fire District	EMS
Neighborhood	0001564	Planning Jurisdiction	BL
Municipality	BETHEL		

ASSESSMENT DETAILS

Land Value	\$2,000
Building Value	\$0
Misc Improvements Value	\$0
Use Value Deferred	\$0
Total Market Value	\$2,000
Total Taxable Value	\$2,000

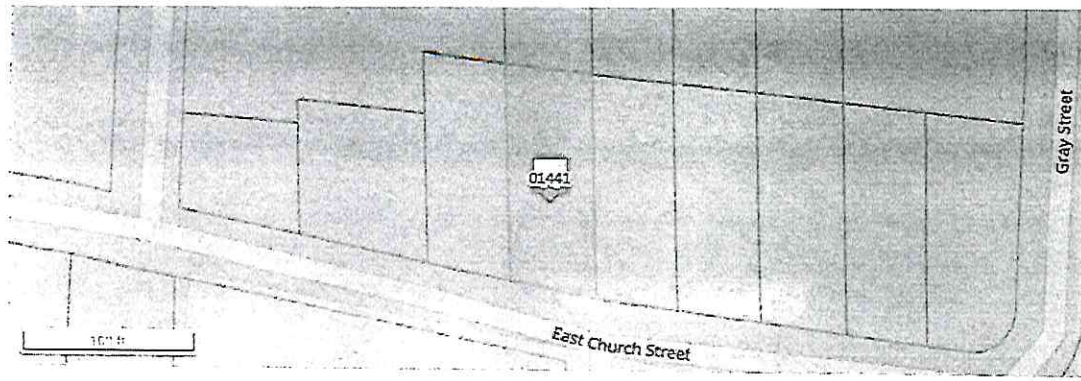
BUILDING DETAILS

RESIDENTIAL BUILDING (1)

Card #	0	Style	-
Living Area	0	Exterior Wall	-
Internal Wall (1)	-	Internal Wall (2)	-
Heat	-	A/C	-
Bedrooms	0	Full Baths	0
Half Baths	0	Fireplace	0
Garage	-	Carport	-
Grade	-	Foundation	-
Stories	-	Year Built	-
Effective Year Built	-		

SALES HISTORY

SALE DATE	SALE PRICE	SALE TYPE	DEED / DOCUMENT DATE	QUALIFIED
10/01/1985	\$3,500	V	000000.00000	Q



Data last updated: 11/18/2024

PUBLIC NOTICE
SALE OF TOWN OF BETHEL PROPERTY

An offer of Seven Hundred Fifty and No/100 Dollars (\$750.00) has been submitted for the purchase of certain property owned by the Town of Bethel, more particularly described as follows:

Being located in the Town of Bethel, Bethel Township, Pitt County, North Carolina, located on the North side of Church Street and being all of lots 34 and 35 of the Anna Whitaker Subdivision as shown in Map Book 2, Page 215 of the Pitt County Registry and being parcel number 1440.

This property is currently identified in the Pitt County Tax Office as Parcel Number 1440.

Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Town Clerk, Bethel Town Hall, 141 West Railroad Street, Bethel, NC 27812, by 5:00 p.m. on _____, January _____, 2025. Upset bids may be mailed to the office of the Town Clerk, Bethel Town Hall, Post Office Box 337, Bethel, NC 27812 but must be received by the aforementioned time and date. At that time the Town Clerk shall open the bids, if any, and the highest qualifying bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

A qualifying higher bid is one that raises the existing offer to an amount not less than Eight Hundred Twenty-five and No/100 Dollars (\$825.00).

A qualifying higher bid must be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check or certified check. The deposit of the qualifying higher bidder will be held until sale of the property is closed; if that bidder refuses at any time to close the sale, the deposit will be forfeited to the Town of Bethel. The Town will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The Town will return the deposit of the final high bidder at closing.

The buyer must pay in the form of cash, a cashier's check or a certified check at closing.

The Board of Commissioners must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed. The closing for the purchase of the Property must occur within sixty (60) days after the Board of Commissioners approves the final high offer. The Town reserves the right to withdraw the

property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Conveyance of the property will be by a Non-Warranty Deed for the property in fee simple, with no warranties expressed or implied, as to the title of the property, conveying title to the property subject to restrictive covenants, easement sand rights-of-way of public record, noncompliance with local, county, state or federal governmental laws, ordinances, or regulations relative to zoning, subdivision, or occupancy, use, construction or the development of the property, if any, and to all matters and things which a current accurate survey may reveal or disclose.

The buyer is responsible for hiring an attorney to draft the Deed conveying title from the Town to buyer, at the buyer's expense, and with said Deed being subject to review and approval by the Town Attorney prior to execution by Town.

The property is being sold "AS IS".

Further information may be obtained at the office of the Town Manager, Bethel Town Hall, 141 West Railroad Street, Bethel, NC 27812, or at telephone (252) 818-0891 during normal business hours.

RESOLUTION NO. R-25-_____

Resolution Authorizing Upset Bid Process

WHEREAS, the Town of Bethel owns a tract of land containing approximately 0.14 acres, more or less, lying and being situated on East Church Street in the Town of Bethel, Pitt County, North Carolina, Parcel Number 1440 and further described on Exhibit A attached hereto (hereinafter "Property"); and

WHEREAS, the Town of Bethel has determined such Property to be surplus so that the Property will no longer be needed by the Town and, further, the Town has no current or future use for the Property; and

WHEREAS, North Carolina General Statute § 160A-269 permits the Town to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, the Town has received an offer to purchase the Property described above, in the amount of Seven Hundred Fifty and No/100 Dollars (\$750.00), submitted by Donald Foster, Sr. of Pitt County, North Carolina; and

WHEREAS, Donald Foster, Sr. has paid the required five percent (5%) deposit on their offer.

THEREFORE, THE BOARD OF COMMISSIONERS OF THE TOWN OF BETHEL RESOLVES THAT:

1. The Board of Commissioners hereby authorizes sale of the Property described on the attached Exhibit A through the upset bid procedure of North Carolina General Statute §160A-269.

2. The Town Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.

3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Town Clerk within ten (10) days after the notice of sale is published. At the conclusion of the ten (10) day period, the Town Clerk

shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one (1) bid in the highest amount, the first such bid received will become the new offer.

4. If a qualifying higher bid is received, the Town Clerk shall cause a new notice of upset bid to be published, and shall continue to do so until a ten (10) day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board of Commissioners.

5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first One Thousand and No/100 Dollars (\$1,000.00) of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The deposit of the qualifying higher bidder will be held until sale of the property is closed; if that bidder refuses at any time to close the sale, the deposit will be forfeited to the Town of Bethel. The Town will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The Town will return the deposit of the final high bidder at closing.

7. The terms of the final sale are that:

(a) the Board of Commissioners must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed, and

(b) the buyer must pay with cash, cashier's check, or certified check at the time of closing, and

(c) the closing for the purchase of the Property must occur within sixty (60) days after the Board of Commissioners approves the final high offer.

(d) Conveyance of the property will be by a Non-Warranty Deed for the property in fee simple, with no warranties expressed or implied, as to the title of the property, conveying title to the property subject to restrictive covenants, easement and rights-of-way of public record, noncompliance with local, county, state or federal governmental laws, ordinances, or regulations relative to zoning, subdivision, or occupancy, use, construction or the development of the property, if any, and to all matters and things which a current accurate survey may reveal or disclose.

(e) the buyer is responsible for hiring an attorney to draft the Deed conveying title from the Town to buyer, at the buyer's expense, and with said Deed being subject to review and approval by the Town Attorney prior to execution by Town.

8. The Town reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate Town officials are authorized to execute the instruments necessary to convey the property to Donald Foster, Sr. or his assignee.

10. The Property is being sold "AS IS".

Adopted this the 7th day of January, 2025.

TOWN OF BETHEL

CARL WILSON, Mayor

ATTEST:

LINDA SHEPPARD, Town Clerk

EXHIBIT "A"

Being located in the Town of Bethel, Bethel Township, Pitt County, North Carolina, located on the North side of Church Street and being all of lots 34 and 35 of the Anna Whitaker Subdivision as shown in Map Book 2, Page 215 of the Pitt County Registry and being parcel number 1440.

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WHEREAS, the Town of Bethel has determined such Property to be surplus so that the Property will no longer be needed by the Town and, further, the Town has no current or future use for the Property; and

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WHEREAS, Donald Foster, Sr. has paid the required five percent (5%) deposit on their offer.

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1. The Board of Commissioners hereby authorizes sale of the Property described on the attached Exhibit A through the upset bid procedure of North Carolina General Statute §160A-269.

2. The Town Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.

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occupancy, use, construction or the development of the property, if any, and to all matters and things which a current accurate survey may reveal or disclose.

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Adopted this the 7th day of January, 2025.

TOWN OF BETHEL

CARL WILSON, Mayor

ATTEST:

LINDA SHEPPARD, Town Clerk

EXHIBIT "A"

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INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

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Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: OLD BUSINESS

Agenda Title: Proposals: Municipal Lawn Care and Residential Debris Pick-up Services

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: Three entities responded to the Town of Bethel's RFP (Request for Proposals) for the Municipal Lawn Care and Residential Debris Pick-up Services. The attached bid *tabulation* illustrates who submitted a bid and at what proposed cost associated for each component of the work. Discussion of next steps as to how to proceed need to occur as a part of the January 7, 2025 meeting.

Submitter Recommendations/Motions:

Number of Attachments: 4

Proposal Responses/Bid Tabulation
(Municipal Lawn Care and Residential Debris Pick-up Services)

Municipal Lawn Care

<u>Entity</u>	<u>Amount (Annualized)</u>
C&W Lawncare	\$45,000
Creative Cuts Lawn & Landscaping Maintenance	\$45,000
WAC Corp of Greenville	\$65,000

Residential Yard Debris Pick-up Services

<u>Entity</u>	<u>Amount (Annualized)</u>
C&W Lawncare	\$36,000
Creative Cuts Lawn & Landscaping Maintenance	No Bid
WAC Corp of Greenville	No Bid

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TOWN OF BETHEL
141 Railroad St.
Bethel, NC 27812

REQUEST FOR PROPOSALS (RFP)

RFP TITLE:

Municipal Lawn Care and Residential Yard Debris Pickup Services

Issue Date:

11/21/2024

Contact & Telephone:

Scott Elliott, Interim Town Manager
252-818-0891

PROPOSAL DUE DATE & TIME:

DECEMBER 19, 2024 12:00 Noon, EST

NOTE: Proposals received after the due date and time will not be accepted.

The Town of Bethel solicits your company to submit a proposal on the above referenced project. By signing this form, the Contractor signifies their acceptance of all terms, conditions and specifications set forth in this Request for Proposals. All proposals must have an authorized signature in the space provided below. One (1) original and one (1) copy of your proposal must be sealed and delivered to: TOWN OF BETHEL, 141 Railroad St., Bethel, NC 27812, before the RFP deadline. The package containing proposals for this project must reference the "CONTRACTOR'S NAME", "RFP TITLE", and the "RFP DUE DATE". **NO** faxed proposals will be accepted. The Town of Bethel will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Contractor. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

THE FOLLOWING MUST BE COMPLETED, SIGNED AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.

COMPANY NAME: *CJW Lawncare*

MAILING ADDRESS: *P.O. Box 937*

CITY, STATE, ZIP: *Bethel NC 27812*

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER (FEIN): *52-0851612*

TELEPHONE NUMBER: *252-531-7678*

FAX NUMBER:

LANDSCAPE CONTRACTOR LICENSE NUMBER:

PESTICIDE LICENSE NUMBER: *To be provided*

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFP AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFP AS OR FOR THE CONTRACTOR.

[Signature]

Authorized Signature

Bob Wall

Typed or Printed Name

CO. Owner

Title

12/19/24

Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

SECTION VIII – MANDATORY ISSUES:

1. List or detail all pertinent information and data that would indicate the ability of your organization to satisfactorily fulfill the work as outlined in this Request for Proposals.

Lawncare has provided both services for lawncare and debris pickup for the last 2 years (2023-2024) - Bought new dump trailer in Jan. of 2023 to be able to load debris + take to the landfill. Added manpower to be able to make sure we were able to take care of lawncare + debris pickup - of course we have pesticide license to spray areas needed to be sprayed, I will continue just like I have for the past 2 years for Town of Bethel

2. Has a member of your management team personally inspected the proposed work sites? Please include a copy of your complete plan for the performance of specified work.

yes - I would continue to take care of each, the lawn care service + debris pickup like I have for the past 2 years
1st + 3rd manday debris pickup - plus depending on the amount around town, I would pickup 2-3 additional 1/2 days during each week, along with 2-3 1/2 days on the off week.

Lawncare -
1st week 1 Graveyards - downtown area, senior center, town entrances, library
2nd week 2 Field of Dreams, smit st, RR tracks, behind La Casetta
3rd week 3 Graveyards - downtown area, senior center, town entrances, library
4th week 4 Field of Dreams, smit st, RR tracks, behind La Casetta

3. How will your company supervise your employees during the performance of the work?

I work alongside with my employees most of the time I will also follow up (ride around) during debris pickup to make sure everything is being picked up and if someone calls in, I will go by + make note so that it gets done. We will start on north side of tracks one manday + south side two weeks from then but also rotate sides during our 1/2 days of these weeks.
Lawncare -> I will be with them most of time

4. Provide a list of similar contracts within the past 2 years of similar scope.

Practico - Dental
Edwards Crane
Pitt Electric
Christ Covenant School
(3) HOA's
Town of Bethel (2023-2024)

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

SECTION IX – CONTRACTOR INFORMATION:

1. Owner of the Company Bob Wall / Patrick Cobb
2. Location of the Company Bethel NC
3. List the number of years in business 8
4. Is your business full or part-time? Full
5. List the number of people employed on a regular basis 6
6. Do you maintain an office that is staffed during normal daily working hours?
no
7. Who is the Town's contact person in the event your firm is awarded the contract?
Bob Wall

E-mail address: bowall@earthlink.net

8. List at least four (4) references of firms (non-residential) for which your company has provided municipal lawn care and residential yard debris pick up services within the past two (2) years.

Company Name	Contact Name	Telephone Number
Town of Bethel	Scott Elliot	252-818-0841
Proctor Dental	Jennifer Moore	252-752-5185
Edwards Crane Greenville	Paul Stewart	252-752-3150
Pitt Electric	Clay Griffin	252-355-2267

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Lawn Care and Maintenance Services

PROPOSAL FORM

PART I:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Please submit the total bid amount to perform Lawn Care Services for all services as specified in this RFP.

<u>LAWN CARE SERVICES</u>	<u>BID AMOUNT</u>
\$6,000 per month - \$5,000 month \$7,000 per	\$45,000 year - 9 months \$5,000 a month

2

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART II:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Please submit the total bid amount to perform Residential Yard Debris Pickup Services for all services as specified in this RFP.

<u>RESIDENTIAL YARD DEBRIS PICKUP SERVICES</u>	<u>BID AMOUNT</u>
	\$36,000 \$36,000 year \$3,000 month

1500 every other week
but will pickup more
than one day a week

1500
3000
4500

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART III:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Each contractor is responsible for determining that all addenda issued by the Town of Bethel has been received before submitting a proposal.

Addenda	Date Issued	Date Contractor Received
"A"	12/5/24	12/5/24
"B"	12/5/24	12/5/24

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART IV: Cost Proposal/Execution of Proposal

By submitting this proposal, the potential Contractor certifies the following:

- This proposal is signed by an authorized representative of the firm.
- The Contractor can obtain insurance certificates as required within 10 calendar days after notice of award.
- The cost and availability of all equipment, materials and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All labor costs, direct and indirect, have been determined and included in the proposed cost.
- The Contractor has attended the pre-proposal meeting and is aware of prevailing conditions associated with performing these services.
- The potential Contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees to perform the services in accordance with the specifications and conditions in this RFP at the prices quoted, if this proposal is accepted within ninety (90) days from the date of the opening.

CONTRACTOR: CJW Lawrence
ADDRESS: Box 537
CITY, STATE, ZIP: Bethel ME 07812
TELEPHONE #: 252-571-7674 FAX#: _____
FEDERAL EMPLOYER IDENTIFICATION NUMBER: 52-0551612
E-MAIL: hmall92@yahoo.com

By: [Signature]
Authorized Signature

Bob Wall
Typed or Printed Name

Co-owner
Title

12/19/14
Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

SECTION VIII – MANDATORY ISSUES:

1. List or detail all pertinent information and data that would indicate the ability of your organization to satisfactorily fulfill the work as outlined in this Request for Proposals.

We currently mow and maintain over 10 Parks for the City of Merrill and we take care of Contract #14 for Public Works of the City of Merrill.

2. Has a member of your management team personally inspected the proposed work sites? Please include a copy of your complete plan for the performance of specified work.

I have. There are a couple of grass patches that are already damaged. We will take pics ~~if~~ if we are awarded.

3. How will your company supervise your employees during the performance of the work?

Owner on site
Owner on site

4. Provide a list of similar contracts within the past 2 years of similar scope.

City of Merrill Contract #14. Right of way off 11/13 and 264 hwy. We maintain parks for Merrill Park and RR.

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

SECTION IX – CONTRACTOR INFORMATION:

1. Owner of the Company JOSEPH COX JR
2. Location of the Company Wentworth NC 28590
3. List the number of years in business 24 years
4. Is your business full or part-time? Full
5. List the number of people employed on a regular basis 6
6. Do you maintain an office that is staffed during normal daily working hours?
no
7. Who is the Town's contact person in the event your firm is awarded the contract?
JOE COX 252-2603 ADAM COX (SON) 558-3521

E-mail address: CREATIVECUTS70@gmail.com

8. List at least four (4) references of firms (non-residential) for which your company has provided municipal lawn care and residential yard debris pick up services within the past two (2) years.

Company Name	Contact Name	Telephone Number
City of Greenville Parks and Rec	FRANK LIVESAY	252-367-1657
City of Greenville Public Works	Michael Turner	252-214-0371
Willowbrook APT	CRAIG WALKER	252-320-4259
Russell Prop. Management	FREEDOM EDMUNDSON Prop. Manager	252-341-7582

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

TOWN OF BETHEL
141 Railroad St.
Bethel, NC 27812

REQUEST FOR PROPOSALS (RFP)

RFP TITLE:

Municipal Lawn Care and Residential Yard Debris Pickup Services

Issue Date:

11/21/2024

Contact & Telephone:

Scott Elliott, Interim Town Manager
252-818-0891

PROPOSAL DUE DATE & TIME:

DECEMBER 19, 2024 12:00 Noon, EST

NOTE: Proposals received after the due date and time will not be accepted.

The Town of Bethel solicits your company to submit a proposal on the above referenced project. By signing this form, the Contractor signifies their acceptance of all terms, conditions and specifications set forth in this Request for Proposals. All proposals must have an authorized signature in the space provided below. One (1) original and one (1) copy of your proposal must be sealed and delivered to: TOWN OF BETHEL, 141 Railroad St., Bethel, NC 27812, before the RFP deadline. The package containing proposals for this project must reference the "CONTRACTOR'S NAME", "RFP TITLE", and the "RFP DUE DATE". **NO** faxed proposals will be accepted. The Town of Bethel will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Contractor. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

THE FOLLOWING MUST BE COMPLETED, SIGNED AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.

COMPANY NAME: *Creative Cuts Lawn and Landscape Mgmt*

MAILING ADDRESS: *1640 Fox Rd*

CITY, STATE, ZIP: *Winterville NC 28590*

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER (FEIN): *214-92-6100*

TELEPHONE NUMBER: *252-327-2603* FAX NUMBER: *N/A*

LANDSCAPE CONTRACTOR LICENSE NUMBER: *2444*

PESTICIDE LICENSE NUMBER: *026-33983*

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFP AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFP AS OR FOR THE CONTRACTOR.

Scott Elliott
Authorized Signature

Joseph H. Cox Jr
Typed or Printed Name

Oliver
Title

12-17-2024
Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL

Lawn Care and Maintenance Services

PROPOSAL FORM

PART I:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Please submit the total bid amount to perform Lawn Care Services for all services as specified in this RFP.

<u>LAWN CARE SERVICES</u>	<u>BID AMOUNT</u>

*
\$ 60,000.00 @ 16 months
\$ 3750.00 per month
Section VII 2x a month*

US. 000/21-00

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART II:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Please submit the total bid amount to perform Residential Yard Debris Pickup Services for all services as specified in this RFP.

<u>RESIDENTIAL YARD DEBRIS PICKUP SERVICES</u>	<u>BID AMOUNT</u>
	N/A\$0

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART III:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Each contractor is responsible for determining that all addenda issued by the Town of Bethel has been received before submitting a proposal.

Addenda	Date Issued	Date Contractor Received
"A"	12/10/2024	12/10/2024 Questions Answered
"B"		

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART IV: Cost Proposal/Execution of Proposal

By submitting this proposal, the potential Contractor certifies the following:

- This proposal is signed by an authorized representative of the firm.
- The Contractor can obtain insurance certificates as required within 10 calendar days after notice of award.
- The cost and availability of all equipment, materials and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All labor costs, direct and indirect, have been determined and included in the proposed cost.
- The Contractor has attended the pre-proposal meeting and is aware of prevailing conditions associated with performing these services.
- The potential Contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees to perform the services in accordance with the specifications and conditions in this RFP at the prices quoted, if this proposal is accepted within ninety (90) days from the date of the opening.

CONTRACTOR: JOSEPH COX JR
ADDRESS: 1640 FUND
CITY, STATE, ZIP: Wentworth NC 28590
TELEPHONE #: 252-327-2603 FAX#: N/A
FEDERAL EMPLOYER IDENTIFICATION NUMBER: 214-92-6100
E-MAIL: CREATIVECOTS70@gmail.com

By: Joseph Cox
Authorized Signature

JOSEPH COX JR
Typed or Printed Name

Owner
Title

12-17-2004
Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL



CREATIVE CUTS LAWN CARE
Joseph Con, Jr. - Owner
1150 Ivy Road
Winterville, NC 26090
(252) 347-4000 (mobile)
creativecuts70@gmail.com

December 18, 2024

Company Equipment

- 8 Hustler 72 inch Hyperdrives**
- 2 Hustler 60 inch Hyperdrives**
- 1 Hustler 54 inch Hyperdrive**
- 1 Jacobsen 9016 16ft Batwing**
- 8 Stihl BR 800 Blowers**
- 7 Stihl BR 600 Blowers**
- 14 Stihl F111R Weeders**
- 5 Stihl FS 111 Edgers**
- 5 Stihl 131 Polesaws**
- 8 Stihl Chainsaws**
- 9 Stihl Mid Hedge Trimmers**
- 1 40ft Gooseneck trailer**
- 2 18ft Dual axle trailers**
- 2 22ft Dual axle trailers**
- 1 7x12ft Dual axle Dump trailer**
- 1 7x16ft Dual axle Dump trailer**

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

SECTION VIII – MANDATORY ISSUES:

1. List or detail all pertinent information and data that would indicate the ability of your organization to satisfactorily fulfill the work as outlined in this Request for Proposals.

Answer on sheet provided

2. Has a member of your management team personally inspected the proposed work sites? Please include a copy of your complete plan for the performance of specified work.

yes, work plan enclosed

3. How will your company supervise your employees during the performance of the work?

Field Supervisor will inspect work monthly. Crew Foreman will report at each visit.

4. Provide a list of similar contracts within the past 2 years of similar scope.

see Attached sheet

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL



WAC Corporation of Greenville

P.O. Box 2312 ~ Greenville, North Carolina 27836

Phone 757-0187 ~ Fax 757-0188

Est. 1978

www.waclandscape.com

**Town of Bethel
December 18, 2024**

Mandatory Issues Response:

- 1. WAC Corporation has a 46 year track record of providing quality commercial landscape services on time and within budget. Our staff of over 65 landscape professionals enable us to successfully perform large scale landscape contracts for customers throughout Eastern NC. We have experience with government and municipal contracts of this scale and larger.**
- 2. Yes we have inspected the work area. We plan to send a crew large enough to perform all aspects of the work in one day to minimize disruption to town activities. Smaller equipment and hand trimming will be used in the cemeteries and larger machines in the open areas around the parks and fields.**
- 3. A field supervisor will inspect the work on a monthly basis and the crew foreman will fill out a report of conditions at each visit. We already service some government contracts in Bethel so a supervisor is in the area already monthly.**
- 4. City of Greenville Public Works Michael Turner 329-4921
Pitt County Bldg and Grounds Ken Brann 902-2630
Greenville Utilities Mark Nash 702-3567**

SECTION IX – CONTRACTOR INFORMATION:

1. Owner of the Company Corey Handley
2. Location of the Company 4253 Dixon Rd Grimesland NC
3. List the number of years in business 46
4. Is your business full or part-time? Full time
5. List the number of people employed on a regular basis 60
6. Do you maintain an office that is staffed during normal daily working hours?
Yes
7. Who is the Town's contact person in the event your firm is awarded the contract?
Corey Handley
E-mail address: chandley@waclandscape.com
8. List at least four (4) references of firms (non-residential) for which your company has provided municipal lawn care and residential yard debris pick up services within the past two (2) years.

Company Name	Contact Name	Telephone Number
Greenville Public Works	Michael Turner	329-4921
Pitt County Bldg + Grounds	Ken Brown	902-2630
GUC	Mark Nash	702-3567
Cypress Glen	Eric Deal	830-7088

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

TOWN OF BETHEL
141 Railroad St.
Bethel, NC 27812

REQUEST FOR PROPOSALS (RFP)

RFP TITLE:

Municipal Lawn Care and Residential Yard Debris Pickup Services

Issue Date:

11/21/2024

Contact & Telephone:

Scott Elliott, Interim Town Manager
252-818-0891

PROPOSAL DUE DATE & TIME:

DECEMBER 19, 2024 12:00 Noon, EST

NOTE: Proposals received after the due date and time will not be accepted.

The Town of Bethel solicits your company to submit a proposal on the above referenced project. By signing this form, the Contractor signifies their acceptance of all terms, conditions and specifications set forth in this Request for Proposals. All proposals must have an authorized signature in the space provided below. One (1) original and one (1) copy of your proposal must be sealed and delivered to: TOWN OF BETHEL, 141 Railroad St., Bethel, NC 27812, before the RFP deadline. The package containing proposals for this project must reference the "CONTRACTOR'S NAME", "RFP TITLE", and the "RFP DUE DATE". **NO** faxed proposals will be accepted. The Town of Bethel will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Contractor. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

THE FOLLOWING MUST BE COMPLETED, SIGNED AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.

COMPANY NAME: *WAC Corporation of Greenville*

MAILING ADDRESS: *PO Box 2312*

CITY, STATE, ZIP: *Greenville NC 27836*

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER (FEIN): *56-1407577*

TELEPHONE NUMBER: *252-377-0877* FAX NUMBER: *757 0188*

LANDSCAPE CONTRACTOR LICENSE NUMBER: *0393*

PESTICIDE LICENSE NUMBER: *16275*

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS RFP AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS RFP AS OR FOR THE CONTRACTOR.

Authorized Signature

Title

Typed or Printed Name

Date

President

Corey Handley

12-18-24

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL

Lawn Care and Maintenance Services

PROPOSAL FORM

PART I:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Please submit the total bid amount to perform Lawn Care Services for all services as specified in this RFP.

<u>LAWN CARE SERVICES</u>	<u>BID AMOUNT</u>
	\$ 65,000. ⁰⁰ annually

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

PART III:

THIS PAGE MUST BE INCLUDED IN YOUR PROPOSAL

Each contractor is responsible for determining that all addenda issued by the Town of Bethel has been received before submitting a proposal.

Addenda	Date Issued	Date Contractor Received
"A" per Board minutes	12/5 - 12/10	12/10
"B"		

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PART IV: Cost Proposal/Execution of Proposal

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- The Contractor can obtain insurance certificates as required within 10 calendar days after notice of award.
- The cost and availability of all equipment, materials and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All labor costs, direct and indirect, have been determined and included in the proposed cost.
- The Contractor has attended the pre-proposal meeting and is aware of prevailing conditions associated with performing these services.
- The potential Contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees to perform the services in accordance with the specifications and conditions in this RFP at the prices quoted, if this proposal is accepted within ninety (90) days from the date of the opening.

CONTRACTOR: WAC Corporation of Greenville
ADDRESS: Po Box 2312
CITY, STATE, ZIP: Greenville NC 27836
TELEPHONE #: 757 0188 FAX#: 757 0188
FEDERAL EMPLOYER IDENTIFICATION NUMBER: 16-1467577
E-MAIL: chandley@waclandscape.com

By: 
Authorized Signature

Corey Handley
Typed or Printed Name

President
Title

12-18-24
Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL



CERTIFICATE OF LIABILITY INSURANCE

Fax: (859)663-2812

DATE (MM/DD/YYYY)

12/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGlohon & Company 1510 E Arlington Blvd Ste D Greenville, NC 27858	CONTACT NAME: Donald McGlohon, Jr	PHONE (A/C, No, Ext): (252)758-1177	FAX (A/C, No): (252)830-5176
	E-MAIL ADDRESS: don@mcglohonco.com		
INSURED WAC Corp of Greenville PO Box 2312 Greenville, NC 27836-0312	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Owners Insurance Company		32700
	INSURER B: Auto-Owners Insurance Company		18988
	INSURER C: BUILDERS MUTUAL		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES CERTIFICATE NUMBER: 00002781-241211084319 REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

ISR TR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	35662789	12/27/2023	12/27/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	4483610000	12/27/2023	12/27/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$	Y	Y	4866278900	12/27/2023	12/27/2024	EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP 0033203 22	1/1/2025	1/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
~~Division Inc is additional insured for ongoing (C2040) and completed (00000) operations~~

CERTIFICATE HOLDER Division Inc	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: OLD BUSINESS

Agenda Title: Civic Arts Facilitator Resolution

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: As a follow-up to the Board's November 5, 2024 meeting, there was a presentation by Holly Garriott, Pitt County Arts Council, Executive Director. As part of her presentation, she stated that her organization could act as the Civic Arts Facilitator for the Town of Bethel. The Arts Council provides this service to several other Pitt County municipalities. In order to do so, the attached Civic Arts Committee Resolution will need to be adopted.

This agenda item was tabled until the Board's January 7, 2025 meeting due to 1) the Town had not received information at the time of the meeting that had been requested and 2) due to not all Board members were in attendance at the December 2, 2024 meeting.

Submitter Recommendations/Motions: Adopt Civic Arts Committee Resolution

Number of Attachments: 1

TOWN OF BETHEL CIVIC ARTS FACILITATOR RESOLUTION

WHEREAS the Pitt County Arts Council is committed to advancing and promoting the arts in the Town of Bethel and all Pitt County's municipalities, and

WHEREAS the Pitt County Arts Council has formed a Civic Arts Committee for the purpose of enhancing the quality of life in the Town of Bethel through active support of the cultural and artistic environment, promoting economic opportunities for visual and performing artists, arts organizations, and creative occupations of all types, and

WHEREAS the Town of Bethel is committed to ensuring that residents have access to a wide range of cultural and arts related resources; and

WHEREAS the Town of Bethel is committed to supporting an evolving knowledge-based, creative economy and recognizes the importance of investing in the arts, entertainment, and cultural programming.

NOW, BE IT THEREFORE RESOLVED by the Town of Bethel that it does hereby support and endorse the mission of the Pitt County Arts Council Civic Arts Committee to formalize procedures and develop programs related to the arts. It is further requested that the Pitt County Arts Council Act as the Town's Civic Arts Facilitator.

Adopted this 7th day, January 2025.

TOWN OF BETHEL

Mayor

Attest:


Town Clerk

Apologies Scott

From Holly Garriott <holly@pittcountyarts.org>

Date Thu 12/5/2024 2:26 PM

To Town Manager of Bethel <manager@townofbethelnc.com>

 1 attachment (32 KB)

Town of Bethel Civic Arts Committee Resolution Description.doc;

Scott,

I am so very sorry that somehow I missed this last email, and I completely flaked on getting you the description for your Dec. 2nd Board meeting.

I ended up taking off the entire Thanksgiving week.

My apologies, as this is very unlike me to overlook and forget something like this.

Let me know if this did not move forward, and if it did not, and you are able to bring it to the January meeting, here is the description I have completed.

Again, I am so sorry for this oversight.

Also, always feel free to text or call me on my cell - 252-341-0050.

Holly Garriott
Executive Director
Emerge Gallery & Art Center
Home of the Pitt County Arts Council
404 Evans St.
Greenville, NC 27858
252-551-6947
holly@pittcountyarts.org
<https://www.pittcountyarts.org/>

Resolution Acknowledging the Pitt County Civic Arts Committee

Since 2006, The Pitt County Arts Council at Emerge has been overseeing public art projects in Pitt County. In 2009, the Arts Council officially created a committee named the Civic Arts Committee, comprised of professionals with planning, arts, and community experience to oversee the public art projects of the Arts Council. In 2012, the City of Greenville approved a resolution acknowledging the Pitt County Civic Arts Committee as their official group to make recommendations to and act as a resource to the City Manager's office and City departments on all public art projects. Soon after, Pitt County, the Town of Winterville, the Town of Ayden, and the Town of Farmville followed with similar resolutions.

The main functions of the Civic Arts Committee are:

1. To serve as an information resource about public art to Pitt County municipalities and other entities, both private and public.
2. To create standards and recommended procedures for the creation, installation, and administration of public art throughout Pitt County.
3. To explore funding opportunities for public art throughout Pitt County.
4. To partner with municipalities in Pitt County for future streetscape, park, and community planning when applicable to have public art and programs included.

The Civic Arts Committee, a committee of the Pitt County Arts Council at Emerge, would like to partner with the Town of Bethel to serve as the Town's Civic Arts Facilitator.

Fiscal Note: No financial resources are being requested from the Town of Bethel.

Recommendation: To approve a resolution acknowledging the Civic Arts Committee as the Civic Arts Facilitator for the Town of Bethel.

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: NEW BUSINESS

Agenda Title: 2025 MEETING CALENDAR

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: Attached you will find the proposed 2025 meeting calendar for the Board's consideration.

Submitter Recommendations/Motions: Adopt proposed 2025 meeting calendar.

Number of Attachments: 1

2025 MEETING CALENDAR

January

January 7, 2025: Town of Bethel Board of Commissioners Meeting

February

February 4, 2025: Town of Bethel Board of Commissioners Meeting

March

March 4, 2025: Town of Bethel Board of Commissioners Meeting

April

April 1, 2025: Town of Bethel Board of Commissioners Meeting

May

May 6, 2025: Town of Bethel Board of Commissioners Meeting

June

June 3, 2025: Town of Bethel Board of Commissioners Meeting

June TBD, 2025: Budget Workshop

June TBD, 2025: Budget Public Hearing Fiscal Year 25-26

July

No Scheduled Meeting

August

August 5, 2025: Town of Bethel Board of Commissioners Meeting

September

September 2, 2025: Town of Bethel Board of Commissioners Meeting

October

October 7, 2025: Town of Bethel Board of Commissioners Meeting

November

November 4, 2025: Town of Bethel Board of Commissioners Meeting

December

December 2, 2025: Town of Bethel Board of Commissioners Meeting

December 6, 2025: Town of Bethel Tree Lighting

December 13, 2025: Town of Bethel Christmas Parade

Note: "Agenda Review" meetings for regular scheduled board meetings will occur the prior Thursday at 4:00pm to each meeting.

INTERIM TOWN MANAGER
D. Scott Elliott



BOARD OF COMMISSIONERS
Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL
Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: NEW BUSINESS

Agenda Title: Amendment to Contract to Audit Accounts-2024

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: Attached you will find an amendment pertaining to the Town's Audit Contract with Gregory T. Redman, PA, for FY 2023-2024. There is no cost associated with this amendment. It only changes the submittal date to the LGC from 10-31-2024 to 1-31-2025. This document was executed on 12-6-24 by the Mayor in order to keep the auditor moving forward on the Town's audit.

Submitter Recommendations/Motions: Approve (ratify) amendment to contract to audit accounts for 2023-2024.

Number of Attachments: 1

Whereas	Primary Government Unit Town of Bethel
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A
and	Auditor Gregory T. Redman, CPA

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending	and originally to be	Date
	06/30/24	submitted to the LGC on	10/31/24

hereby agree that it is now necessary that the contract be modified as follows.

<input checked="" type="checkbox"/> Modification to date submitted to LGC <input type="checkbox"/> Modification to fee	Original date 10/31/24	Modified date 01/31/25
	Original fee	Modified fee

Primary (choose 1) Other (choose 0-2)

Reason(s) for Contract Amendment

- Change in scope
- Issue with unit staff/turnover
- Issue with auditor staff/workload
- Third-party financial statements not prepared by agreed-upon date
- Unit did not have bank reconciliations complete for the audit period
- Unit did not have reconciliations between subsidiary ledgers and general ledger complete
- Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger
- Unit did not have information required for audit complete by the agreed-upon time
- Delay in component unit reports
- Software - implementation issue
- Software - system failure
- Software - ransomware/cyberattack
- Natural or other disaster
- Other (please explain)

Plan to Prevent Future Late Submissions

If the amendment is submitted to modify the date the audit will be submitted to the LGC, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Audits are due to the LGC four months after fiscal year end. Indicate NA if this is an amendment due to a change in cost only.

The June 30, 2023 audit was completed in September 2024. The Town has completed the year end accounting in order to provide the information for the June 30, 2024 audit.

Additional Information

Please provide any additional explanation or details regarding the contract modification.

The June 30, 2022 and 2023 audits have been completed this year. We anticipate that once the 2024 audit is complete, all future audits will be submitted timely.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Gregory T. Redman, CPA	
Authorized Firm Representative* (typed or printed) Gregory T. Redman	Signature*
Date* 12/03/24	Email Address greg@redman-cpa.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Bethel	
Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed) Carl Wilson	Signature* 
Date 12-6-24	Email Address mayor@townofbethelnc.com

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* N/A	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU N/A	
Date DPCU Governing Board Approved Amended Audit Contract <small>(If required by governing board policy)</small>	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee <small>(typed or printed, or "NA")</small>	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE
ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT
(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)	Signature
Date of Pre-Audit Certificate	Email Address

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: NEW BUSINESS

Agenda Title: OSFM (Office of State Fire Marshal) 50-50 Grants

Presenter: Scott Elliott, Interim Town Manager and Fire Chief Thomas Lilley

Summary of Information: As briefly discussed at your December 2, 2024 meeting, Fire Chief Lilley mentioned the desire of the Fire Department to apply for a 50-50 grant from OSFM. The attached list of equipment totaling \$22,430 is being sought. No additional Town appropriation is needed since already budgeted Town monies will provide a portion (\$6,215) of the needed match. The funding is proposed to be divided as follows:

50% by OSFM @ \$11,215

50% by Bethel Fire Association @ \$5,000 and Town of Bethel Fire Budget @ \$6,215

Submitter Recommendations/Motions: Approve submittal of 50-50 OSFM grant application.

Number of Attachments: 1



2520 N WESLEYAN BLVD
ROCKY MOUNT, NC 27804

Quotation	
Date	Quote #
11/26/2024	24-4692

Bethel Fire & Rescue Dept
PO Box 308
Bethel, NC 27812

Phone #	252-972-3473
Fax #	252-972-6846

	P.O. No.	Project	Rep	SO #
			RCR	

Qty	Item	Description	Each	Total
		PRICE INCREASES COMING SOON		
1	NEW-106R148	HURST VETTER 174 PSI AIR BAG KIT INCLUDES : V10, V12, (2) V20, V33L, 2 INFLATION HOSES YELLOW AND RED (16FT), DEADMAN CONTROLLER, PRESSURE REGULATOR	7,367.72	7,367.72
20	KHC-DP30-800-...	ECO-10 - 3" X 50' LIGHTWEIGHT DOUBLE JACKET RUBBER LINED ATTACK HOSE WITH ALUMINUM COUPLINGS- 10 YEAR WARRANTY (WHITE)	268.82	5,376.40
1	KOC-S37S56-H52	5" STORZ X 6" RIGID FEMALE NH THREAD - BLACK HARDCOAT	268.18	268.18
6	INO-RDG-TR10	RAPID DELIVERY TECHNICAL RESCUE GEAR 10. SEE QUO-98054-X6R9Y	874.99333	5,249.96
2	WIB-FT-SL-15-F...	20,000+ lm Equiv 11-65v 150W. 10/60° spot/flood optics. White housing. w/ 3/4" NPT pole mount.	1,350.00	2,700.00

Shipping not included unless stated. Quotes can not be honored if manufacturer implements a price increase effective prior to order date. Credit cards will be assessed a 3.5% fee. All returns are subject to a restocking fee.

Subtotal	\$20,962.26
Sales Tax (7.0%)	\$1,467.36
Total	\$22,429.62

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: NEW BUSINESS

Agenda Title: Formal Dress Attire/Uniform for Fire Chief Lilley

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: It is the Interim Manager's understanding that the Town Board previously agreed to purchase formal dress attire/uniform for Fire Chief Lilley. The invoice for this has been received. Funds totaling \$938.18 (\$852.63 + \$85.55) need to be moved from the Contingency line-item (Admin. 10-420-999) to the Uniform line-item (Fire 10-530-2400) in the Fire Department budget.

Submitter Recommendations/Motions: Move funds totaling \$938.18 from Contingency to the Fire Department's Uniform line-item.

Number of Attachments: 2



RECEIVED
DEC 16 REC'D

American Uniform Sales, Inc.

I N V O I C E

Invoice Date	Invoice#	Page
10/16/24	287922	1 *

B BETHEL FIRE DEPARTMENT
 I ATTN: CHIEF LILLEY
 L 3826 JAMES STREET
 L BETHEL, NC 27812

S BETHEL FIRE DEPARTMENT
 H ATTN: CHIEF LILLEY
 I 3826 JAMES STREET
 P BETHEL, NC 27812

(252) 818-0885 03

Employee: CHIEF LILLEY CLASS A

Cust Code	Slsmn	Cust P.O.	Ship Via	Terms	Due Date
BETHELFD	789	CHIEF LILLEY		net 30	11/15/24

Line Num	Item Code	Vendor Reference	Item Description	Qty Order	Qty Ship	Qty B.O.	Gross Price	Disc	Net Price	Ext Price
1	3010700006	38804 86 52-54	DOUBLE BREASTED DRESS COAT DEPT PATCH BOTH SLEEVES SHIPPED 8/8 AMBER <DKNAVY 54 SHORT > ADD 5 GOLD BRAIDS BOTH SLEEVES/9 GOLD MALTESE	1	1	0	155.95		155.95	155.95
2	1009390025	35W54 00-19&UP	LS POLY-COTTON SHIRT WHITE (M) SHIPPED 7/9 AMBER <WHITE 19.5 33 >	1	1	0	44.95		44.95	44.95
3	9018810000	REV-AMERI-FLAG	REVERSE AMERICAN FLAG PATCH	1	1	0	2.00		2.00	2.00
4	2004550002	38200 86-44-50	POLY SERGE PANTS NAVY (M) HEM TO 40 OUTSEAM SHIPPED 7/9 AMBER <NAVY 46R UNFNSH>	1	1	0	54.95		54.95	54.95
5	7005370004	1631U 44-48	CLARINO 1-3/4" GARRISON BELT SHIPPED 8/2 AMBER <BLACK 48 GOLD >	1	1	0	39.95		39.95	39.95
6	5012080018	E01851	MENS SENTRY LUX HIGLOSS OXFORD <BLACK 11 XWIDE >	1	0	1	94.95		94.95	0.00

12/11/24
 PLEASE CHECK PAYMENT
 STATUS ON THESE 2
 INVOICES. THANKS



American Uniform Sales, Inc.

I N V O I C E

Invoice Date	Invoice#	Page
10/16/24	287922	2 *

Line Num	Item Code	Vendor Reference	Item Description	Qty Order	Qty Ship	Qty B.O.	Gross Price	Disc	Net Price	Ext Price
8	6007210025	F303-MESHBRAID	HAT FIREBELL MESH BRAID ADD GOLD SNAKE BAND SHIP STAGE 9/27 AMBER <WHITE 7-1/4 - >	1	0	1	79.95		79.95	0.00
9	8006600000	P8004	GOLD SNAKE HAT BAND SHIPPED 8/2 AMBER	1	1	0	12.95		12.95	12.95
10	8008220000	P2610	5 BUGLES CROSSED - GOLD SHIPPED 7/9 AMBER	1	1	0	7.95		7.95	7.95
11	8000710001	J1	2-1/2" X 1/2" NAME TAG SHIPPED 8/2 AMBER SHIPPED 7/26 AMBER <GOLD POLISH BK-INK>	1	1	0	17.95		17.95	17.95
12	8007220000	B1767 GP FC	EAGLE TOP BREAST BADGE CHIEF / USE A9168 PL FOR CENTER SEAL SHIPPED 8/26 AMBER	1	1	0	104.95		104.95	104.95
13	8001040000	B957 GP FC	GOLDPLATE BADGE W/FC SEAL CHIEF - USE A9168 PL CENTER SEAL SHIPPED 8/2 AMBER	1	1	0	96.95		96.95	96.95
14	8006560000	B501 GP FC	MALTESE CROSS CAP BADGE SHIPPED 8/2 AMBER	1	1	0	94.95		94.95	94.95
15	6004200002	45057A	SOLID 3-1/2" X 24" CLIP-ON TIE SHIPPED 7/9 AMBER <DKNAVY - - >	1	1	0	12.99		12.99	12.99
16	9002480000	BRAID SEWING	BRAID SEWING PER ROWW 5 GOLD BRAIDS BOTH SLEEVES	5	5	0	15.00		15.00	75.00
17	9002370000	MALTESGLD	MALTES CROSSES GOLD 9 GOLD CROSSES LEFT SLEEVE ONLY OF COAT 4 OVER 5	9	9	0	3.00		3.00	27.00

SUBTOTAL	748.49
SALES TAX	55.78
Shipping	48.36
TOTAL INVOICE	852.63

Remit all payments to:
American Uniform Sales, Inc.
 PO Box 564
 Fayetteville, NC 28302-0564



RECEIVED
DEC 16 RECD

American Uniform Sales, Inc.
I N V O I C E

Invoice Date	Invoice#	Page
11/13/24	287922-01	1 *

B BETHEL FIRE DEPARTMENT
I ATTN: CHIEF LILLEY
L 3826 JAMES STREET
L BETHEL, NC 27812

S BETHEL FIRE DEPARTMENT
H ATTN: CHIEF LILLEY
I 3826 JAMES STREET
P BETHEL, NC 27812

(252) 818-0885 03

Employee: CHIEF LILLEY CLASS A

Cust Code	Slsmn	Cust P.O.	Ship Via	Terms	Due Date
BETHELFD	789	CHIEF LILLEY		net 30	12/13/24

Line Num	Item Code	Vendor Reference	Item Description	Qty Order	Qty Ship	Qty B.O.	Gross Price	Disc	Net Price	Ext Price
8	6007210025	F303-MESHBRAID	HAT FIREBELL MESH BRAID ADD GOLD SNAKE BAND SHIP STAGE 9/27 AMBER <WHITE 7-1/4 - >	1	1	0	79.95		79.95	79.95
							CHIEF LILLEY		GOLD FD BUTTONS	
									SUBTOTAL	79.95
									SALES TAX	5.60
									TOTAL INVOICE	85.55

Remit all payments to:
American Uniform Sales, Inc.
PO Box 564
Fayetteville, NC 28302-0564

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: NEW BUSINESS

Agenda Title: NCLM 2025-2026 Biennium Legislative Goals

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: Attached you will find information related to the NCLM's 2025-2026 Biennium Legislative Goals. The League is asking municipality to designate a voting delegate who will be responsible to cast the vote for 10 of the 16 proposed advocacy goals.

Submitter Recommendations/Motions: Select a voting delegate to cast the Town's vote for the preferred 10 of 16 proposed advocacy goals.

Number of Attachments: 1

Fw: 2025-2026 Biennium Legislative Goals | NCLM Board Proposed Recommended Goals

From Town Manager of Bethel <manager@townofbethelinc.com>

Date Tue 12/17/2024 3:18 PM

To Deputy Clerk <deputyclerk@townofbethelinc.com>

Jalissa -

Please print this all off with its attachments.

Thanks- Scott

From: Mayor of Bethel <mayor@townofbethelinc.com>

Sent: Tuesday, December 17, 2024 2:12 PM

To: Town Manager of Bethel <manager@townofbethelinc.com>

Subject: Fw: 2025-2026 Biennium Legislative Goals | NCLM Board Proposed Recommended Goals

From: Erin Wynia, NCLM Director of Government Affairs <NCLM@mail.nclm.org>

Sent: Tuesday, December 17, 2024 1:05 PM

To: Mayor of Bethel <mayor@townofbethelinc.com>

Subject: 2025-2026 Biennium Legislative Goals | NCLM Board Proposed Recommended Goals

2025-2026 Biennium Legislative Goals Voting Process

December 17, 2024

Dear NCLM Members,

As this year comes to an end, I am pleased to share with you that the League's legislative goals development process is almost complete. All that remains is for member cities and towns to review the proposed goals and cast their votes—we need your help and participation in this last, and most important, step in the process.

Thank you for the work you have already completed; we have received over

350 ideas from 197 individuals representing 154 municipalities. After the dedicated work by the Legislative Policy Committee to compile and refine the submitted goals, the NCLM Board of Directors has reviewed, approved and now submits **16 proposed legislative goals for your consideration.**

Your job now is to review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda for the 2025-2026 legislative biennium, which begins in January at the N.C. General Assembly.

Each municipality will cast a single vote by selecting 10 of the **16 proposed advocacy goals.** To vote, your municipality must:

STEP 1.

Designate a single Voting Delegate who will cast the municipality's vote by January 16, 2025. If your municipality has not yet designated its Voting Delegate, please do so using **this form.** Official voting instructions and the ballot will be sent directly to the Voting Delegate.

STEP 2.

Review, discuss and determine which of the **proposed legislative goals** your municipality supports. Each municipality may select 10 of the 16 proposed goals.

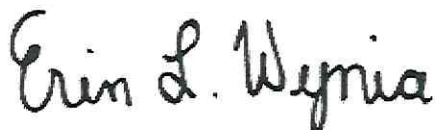
STEP 3.

Submit the online ballot by January 17, 2025. The Voting Delegate will receive voting instructions and the online ballot directly.

Thank you for your continued participation in this legislative goals development process, which is so critical to our advocacy efforts.

Establishing these Municipal Legislative Goals with wide participation by all cities and towns allows our organization to speak with confidence and sincerity as we pursue each with state and federal policymakers. It truly allows us to live up to our motto, "Working as one, advancing all."

Sincerely,

A handwritten signature in black ink that reads "Erin L. Wynia". The signature is written in a cursive, flowing style.

Erin Wynia
Director of Government Affairs

PROPOSED GOALS

DESIGNATE YOUR VOTING DELEGATE



WORKING AS ONE. ADVANCING ALL.

CONTACT US



Stay Connected with the North Carolina League of Municipalities

434 Fayetteville Street, Suite 1900, Raleigh, NC 27601

[Manage Preferences](#)

LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are NOT listed in any priority order.

- **Expand funding opportunities for disaster resiliency and recovery efforts.**
 - North Carolina has faced a number of damaging natural disasters in recent years, including the unprecedented storm that devastated western North Carolina in the fall of 2024.
 - To fully recover from these natural disasters requires a broad approach that focuses on infrastructure, housing and economic losses.
 - Federal assistance and private insurance will not be enough to address these ongoing, critical needs or mitigate damage when future disasters hit.

- **Establish long-term funding streams that adequately address water, sewer, stormwater, transportation and other infrastructure needs.**
 - Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating long-term and more permanent funding streams for infrastructure will ensure adequate investments so that North Carolina thrives now and into the future.

- **Expand state transportation funding streams for construction and maintenance of municipal and state-owned secondary roads.**
 - Current Powell Bill and other state funding is not adequate to address transportation needs, particularly as they affect municipal and state-owned secondary roads.
 - In many cities and towns, major commuting corridors are not receiving the level of investment needed to keep pace with traffic.
 - More investment is needed for these roads if existing residents are to embrace business and residential growth

- **Increase funds to remediate contamination in local water supplies.**
 - Local municipal water systems and their ratepayers increasingly are footing the costs of cleaning up PFAS and other “forever” chemicals from drinking water supplies.
 - As more regulations are set at the state and federal level to limit these chemicals in water supplies, costs will escalate.
 - Cities primary recourse to try to recoup the cost for utility ratepayers is through the courts.

- **Expand incentives and funding for local economic development.**
 - Funding is simply inadequate in many cities and towns to encourage job growth.
 - State grants and incentives are often targeted in ways that fail to assist the areas in greatest need of job creation.
 - Maintaining or expanding funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits helps cities and towns across the state.

- **Create incentives to encourage the development of diverse housing options.**
 - Housing affordability continues to be a significant problem across many areas of North Carolina, affecting people of different income levels.
 - The lack of affordable housing acts as a major impediment to business and workforce recruitment.
 - State incentives to encourage the construction of housing for people of various income levels are extremely limited.

- **Provide resources to rehabilitate or purchase blighted properties.**
 - In many cities and towns, blighted properties act as an impediment to economic and business growth.
 - Cities and towns have limited means to address these properties, particularly in more rural, smaller communities.
 - Rehabilitating blighted properties can help address North Carolina’s housing needs.

- **Create incentives that encourage and adequately fund regionalized water and sewer solutions.**
 - A number of municipal water and sewer systems continue to financially struggle with deferred maintenance needs.
 - These challenges came about largely due to population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.
 - While legislators and municipalities have begun to address these issues with the creation of the Viable Utility Reserve and the use of ARPA funding, state estimates show needs still exceed expenditures by several billion dollars.

- **Reduce regulatory conflicts between state agencies that discourage voluntary consolidation, merger and interconnection of municipal utility systems.**
 - Municipalities have contractually obtained older, smaller utility systems of other municipalities and private enterprises in order to provide better and more efficient services to residents and businesses.
 - Older laws and regulations impose penalties on mid-size and large municipalities due to state agencies requiring them to pay for relocation of utilities when those penalties would have been reduced or eliminated for the smaller entities they were purchased from.
 - The State should work to reduce and eliminate these conflicts which have the effect of discouraging voluntary consolidation, merger and interconnection of municipal utility systems.

- **Create an orphan road program whereby the state improves those roads to N.C. Department of Transportation standards before municipalities assume maintenance responsibilities.**
 - So-called orphan roads are typically created when a street in a subdivision is not built to state or municipal standards, and the developer walks away without an agreement for maintenance.
 - The abandoned road can leave homeowners on the hook for the cost of maintenance.
 - For cities and towns, these abandoned roads can serve as a deterrent to voluntary annexation agreements even as the residents seek municipal services.

- **Provide local revenue options beyond the property tax.**
 - Roughly 40 percent of municipal general fund revenue is generated by local property taxes.
 - Cities have little to no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.

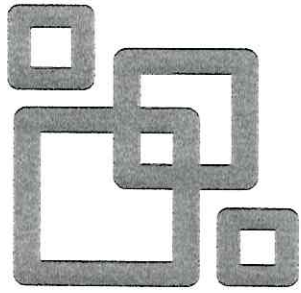
- **Support technical assistance programs to assist municipalities with securing or maintaining grants or other necessary municipal resources.**
 - Many municipalities do not have the resources to seek or administer grants, even as that source of funding could help meet the needs of residents.
 - State, federal and other grant funding offers a significant opportunity for cities and towns to improve infrastructure or enhance services.
 - Providing technical assistance to these municipalities can provide them with access to grant funding, providing resources not otherwise available to them.

- **Address the needs of a changing municipal workforce through state assistance that supports employee retention, including training and recruitment.**
 - Municipalities across the state are facing staffing issues as current workers age and retire.
 - Training and retention resources are limited and competing with wages offered in the private sector can be difficult.
 - The use of training and recruitment tools across state and local government boundaries can improve public sector workforce availability.

- **Update the annexation petition thresholds to make voluntary annexations easier to initiate.**
 - Voluntary annexation by petition currently requires 100 percent consent from all property owners, a threshold that can be impossible to meet even if a majority of property owners can benefit by utilizing their property for business or residential purposes.
 - Lowering the threshold from 100 percent represents a middle ground that would still reflect the will of property owners but not handicap communities' ability to economically thrive.
 - The ability of a city or town to grow and reflect its urban footprint is vital to its financial health; city services are relied on by residents whether they live in or near municipal boundaries.

- **Preserve authority for extraterritorial jurisdiction to ensure that growth is well-planned and investments by homeowners and business owners are protected.**
 - A community's land-use planning tools, including ETJ, are vital as infrastructure investments are made that pave the way for economic growth.
 - Protecting homes and businesses from incompatible uses continues to be an important feature of ETJs. As of 2022, at least 14 counties in North Carolina had no zoning restrictions, with several others being only partially zoned.
 - Protecting neighborhoods from incompatible uses ultimately protects the value of residents' homes and property.

- **Protect the ability of municipal elected officials, acting on behalf of local voters, to determine election formats, districts and other election matters currently under their purview.**
 - Locally-elected municipal officials are best positioned to understand the wishes of local voters and how those should be applied to local election matters.
 - In many areas, residents prefer to avoid political polarization when it comes to the practical tasks of municipal government.
 - Locally-elected municipal officials are in their communities every day and accessible to voters.



NCLM
NC LEAGUE OF MUNICIPALITIES

2025-2026 Biennium Legislative Goals | Designate Your Municipality's Voting Delegate

The League's member-driven legislative goals development process coincides with the start of each new legislative biennium. During even-numbered years, members come together to submit their legislative goals and priorities. Over the last few months, the Legislative Policy Committee considered these ideas, then presented its recommendations to the Board of Directors at their December meeting. The Board refined the positions further before sending them to the full League membership for a final vote. After the final voting period closes, cities and towns will have a focused advocacy agenda to pursue at the state and federal levels.

Designation of the Voting Delegate: Each Voting Delegate shall cast the single vote of the municipality for the Legislative Goals and Core Municipal Principles.

Deadline to Designate Voting Delegate: Thursday, January 16, 2025

Membership Voting Period: Tuesday, December 17, 2024 - Friday, January 17, 2025

If you have questions, contact Whitney Murphy | wmurphy@nclm.org | 919-715-8154

VOTING DELEGATE INFORMATION

Name *

Title

First

Last

Municipality *



Preferred Email - unique to voting delegate to receive ballot *

Cell Number *

Preferred Address *

Address Line 1

City

North Carolina



Zip Code

PERSON COMPLETING FORM (if different from above)

Name

Title

First

Last

Email

Preferred Phone Number

Submit

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: NEW BUSINESS

Agenda Title: Budget/Financial Matters

Presenter: Interim Manager, Scott Elliott
Beverly Stroud, CPA, LLC

Summary of Information: Attached you will find the following items that need board approval:

- Transfers: G, H, & I
- Budget Amendments: 10 & 11

This has been discussed and prepared by the Town's outside financial consultant, Beverly Stroud, CPA.

Submitter Recommendations/Motions: Approve as submitted.

Number of Attachments: 5

TOWN OF BETHEL

LINE ITEM TRANSFER/BUDGET AMENDMENT

12/31/24

Transfer # 10

Department: FIRE

LINE ITEM TRANSFER					
FROM			TO		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
Total		\$ -	Total		\$ -

BUDGET AMENDMENT					
REVENUES			EXPENDITURES		
Account Name	Acct #	Amount	Account Name	Acct #	Amount
			Contingency	10-420-9999	\$ (11,020.00)
			Contingency	10-420-9999	\$ (938.00)
			Uniforms	10-530-2400	\$ 11,020.00
			Uniforms	10-530-2400	\$ 938.00
Total		\$ -	Total		\$ -

Explanation: To move contingency to cover Fire Expenses- Uniforms \$938 and turnout gear \$11,020

Requested by:

Approved by:

TOWN OF BETHEL
LINE ITEM TRANSFER/BUDGET AMENDMENT

12/31/24
Transfer # 11
Department: ADMINISTRATION

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -
BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Fund Balance Appropriated	10-399-0000	\$ 7,500.00	Professional Services	10-420-0400	\$ 7,500.00
Total		\$ 7,500.00	Total		\$ 7,500.00
Explanation: To appropriate \$7,500 for updated Land Use Regulations					

Requested by:

Approved by:

TOWN OF BETHEL

LINE ITEM TRANSFER/BUDGET AMENDMENT

12/31/24

Transfer # G
 Department: FIRE

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
			Uniforms	10-530-2400	\$ 1,700.00
			Equip/Equip Maintenance	10-530-1600	\$ (1,700.00)
Total		\$ -	Total		\$ -

BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -

Explanation: To move \$1700 from equip/equipment maintenance to cover uniforms

Requested by:

Approved by:

TOWN OF BETHEL

LINE ITEM TRANSFER/BUDGET AMENDMENT

12/31/24

Transfer # _____ H _____

Department: ADMINISTRATION

4

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
			Professional Services	10-420-0400	\$ (3,000.00)
			Supplies	10-420-3400	\$ 3,000.00
Total		\$ -	Total		\$ -
BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -
<p>Explanation: To move \$3000 from professional services to cover supplies</p>					

Requested by:

Approved by:

TOWN OF BETHEL

LINE ITEM TRANSFER/BUDGET AMENDMENT

12/31/24

Transfer # 1

Department: SENIOR CENTER

LINE ITEM TRANSFER					
<u>FROM</u>			<u>TO</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
			Telephone	10-650-1100	\$ 4,000.00
			Building Maintenance	10-650-1500	\$ (4,000.00)
Total		\$ -	Total		\$ -

BUDGET AMENDMENT					
<u>REVENUES</u>			<u>EXPENDITURES</u>		
<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>	<u>Account Name</u>	<u>Acct #</u>	<u>Amount</u>
Total		\$ -	Total		\$ -

Explanation: To move \$4000 from building maintenance to telephone to cover telephone/internet costs

Requested by:

Approved by:

INTERIM TOWN MANAGER

D. Scott Elliott



BOARD OF COMMISSIONERS

Carl Wilson, Mayor
Barbara Bynum, Mayor Pro Temp
Ferrell Blount
Thomas Lilley
Tina Staton
Fred Whitehurst

TOWN OF BETHEL

Agenda Abstract

Meeting Date/Time: January 7, 2025

Agenda Section: DEPARTMENTAL REPORTS

Agenda Title: Interim Town Manager Items

Presenter: Scott Elliott, Interim Town Manager

Summary of Information: The following topics are provided as information for board action:

- a. Monthly Town Public Safety Report November 2024) [Info only]
- b. Financials- November 2024 [Action Needed]
- c. Street Paving Report
- d. Next meeting date: January 7, 2025 [Info only]
- e. Other

Submitter Recommendations/Motions: Approve Financial Report

Number of Attachments: 4

Town of Bethel
Monthly Crime Statistic November 2024
 December 4, 2024

Total Calls For Service N= 152 (CAD Data)
 Total Incident Reports N= 28

Index Crimes

Violent Crime	September 2024	October 2024	November 2024
Murder	0	0	0
Sexual Assault	0	0	0
Robbery	0	0	0
Assault	5	3	3
Property Crime			
Burglary	0	0	0
Larceny	2	0	1
Auto Theft	0	0	0
Arson	0	0	0

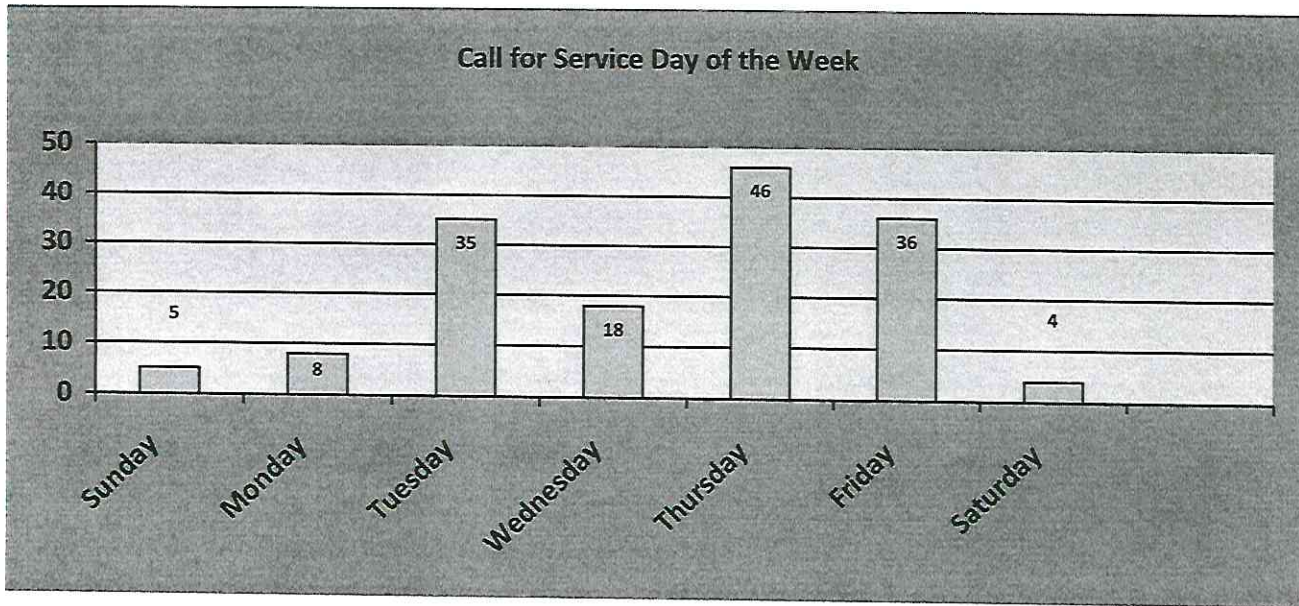
Total Part II Crimes reported N=24
 (Numbers Based on the number of incident reports)

The most common Calls For Service prefomed with in the city of Bethel.

Traffic Accident Report	0
Traffic Stops	18
Business Checks	276(These are done in addition to calls for service.)
Sex Offender Check	0
Welfare Check	3
Alarm	21
Warrant Service	1
Ride By	54

Calls for Service Day of the Week

N= 152 (CAD Data)



Budget vs Actual (Summary)

Town of Bethel
12/10/2024 7:43:38 PM

Period Ending 11/30/2024

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
10 GENERAL FUND							
Revenues							
	2,423,532	0.00	128,722.54	238,799.70	725,367.69	(1,698,164.31)	30%
Revenues Totals:	2,423,532	0.00	128,722.54	238,799.70	725,367.69	(1,698,164.31)	30%
Expenses							
GOVERNING BODY	35,575	0.00	2,711.66	4,541.72	10,440.14	25,134.86	29%
ADMINISTRATION-GF	488,950	476.80	38,325.58	74,578.67	201,307.72	287,165.48	41%
TAX COLLECTION PITT COUNTY	6,000	0.00	398.25	784.91	4,403.75	1,596.25	73%
POLICE DEPARTMENT	228,500	0.00	0.00	14,938.04	61,533.72	166,966.28	27%
FIRE DEPARTMENT	136,653	2,220.19	16,893.62	36,054.90	66,352.39	68,080.42	50%
STREET DEPARTMENT	1,105,212	971.09	47,009.50	72,073.69	216,192.51	888,048.40	20%
SANITATION DEPARTMENT	84,500	0.00	7,067.11	14,115.81	28,240.87	56,259.13	33%
RECREATION DEPARTMENT	51,775	150.00	3,446.02	9,026.95	11,226.57	40,398.43	22%
LIBRARY	29,508	0.00	240.83	433.82	21,779.75	7,728.25	74%
CEMETERY DEPARTMENT	22,000	0.00	3,700.00	4,225.00	6,225.00	15,775.00	28%
SENIOR CENTER	13,000	0.00	245.72	1,580.08	3,557.63	9,442.37	27%
STORMWATER	181,000	0.00	0.00	0.00	0.00	181,000.00	
CONTINGENCY	29,027	0.00	0.00	0.00	0.00	29,027.00	
DEBT SERVICE	11,832	0.00	986.00	1,972.00	4,930.00	6,902.00	42%
Expenses Totals:	2,423,532	3,818.08	121,024.29	234,325.59	636,190.05	1,783,523.87	26%
10 GENERAL FUND Revenues Over/(Under) Expenses:			7,698.25	4,474.11	89,177.64		

Cash Balance Report

Period Ending 11/30/2024

Town of Bethel

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Bank 5	SOUTHERN BANK & TRUST Acct#- 5531103060		
	Account		Balance
	10-102-0000 GENERAL FUND CHECKING		\$123,183.49
	63-102-0000 ARP GRANT CHECKING		\$223,346.93
	64-102-0000 SCIF GRANT FUND CHECKING		-\$28,216.53
	65-102-0000 RTG CASH		-\$2,460.00
		Bank 5 Total:	\$315,853.89

Bank 6			
	Account		Balance
	10-151-0000 NCCMT INVESTMENTS		\$3,172,009.16
	64-151-0000 NCCMT INVESTMENTS		\$235,770.58
		Bank 6 Total:	\$3,407,779.74

Total Cash Balance:	\$3,723,633.63
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