



Edenton Town Council  
Regular Meeting  
Tuesday, April 9<sup>th</sup>, 2024  
6:00 p.m.

*Meeting will be held in the Council Chambers, 504 S. Broad Street. Remote Video Access Available via  
<https://us02web.zoom.us/j/2524822155?pwd=TONFUEJOMXlnV3B2UFA1SOR0ajgzUT09>  
Meeting ID: 252 482 2155 Passcode: 458434  
Dial in Option: 301-715-8592 (Meeting ID & Password same)*

**AGENDA**

- I. **Call Meeting to Order:** Mayor W. Hackney High, Jr.
- II. **Pledge of Allegiance**
- III. **Invocation:** Councilman Bond
- IV. **Approval of Minutes:** The Regular Meeting March 12<sup>th</sup>, 2024; the Special Meeting March 25<sup>th</sup>, 2024; and the Closed Session Minutes on March 25<sup>th</sup>, 2024.
- V. **Public Comment:** Public Comments are limited to 3 minutes per speaker
- VI. **Special Presentation** – Edenton Historical Commission (EHC) Update – Robert Leath
- VII. **Committee Meetings**
  - A. **Administrative Committee**
    1. Confederate Monument Update
  - B. **Finance Committee**
    1. 2024 City Vision Conference - Council & Manager Travel Request
- VIII. **New Business**
  - A. Request for Qualifications (RFQ) – Projects AIA-W-ARP-0004 and AIA-W-ARP-0024 – Sewer AIA Phase(s) 1 & 2 - Corey Gooden
  - B. Work Authorization – No. 22-02 – Amendment No. 2- Hanger Taxilanes (Design) – Northeastern Regional Airport – Corey Gooden
- IX. **Manager Report**
- X. **Items Considered Timely and Important**

- XI. Closed Session:** Per NCGS 143-318.11(a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.
- XII. Adjournment**

Edenton Town Council Minutes  
March 12, 2024

The Edenton Town Council met on Tuesday, March 12, 2024 at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Hackney High, Councilman Elton Bond, Councilman Aaron Coston, Councilman Samuel Dixon, Councilman Craig Miller, Councilman Patrick Sellers and Councilman Bob Turner.

Mayor High called the meeting to order.

All present stood and recited the Pledge of Allegiance. Councilman Bond gave the invocation.

The minutes from the regular meeting of February 13, 2024 and the special meeting of February 26, 2024 were presented for approval.

Councilman Coston made a motion to approve the minutes as presented. Councilman Miller seconded the motion. The motion carried unanimously.

**Public Comment**

Susan Inglis asked for an update on three items: Hotel Hinton, Grocery Store and Monument.

Mayor High stated that those updates would be given during the Manager's report.

**Special Presentation - Nexgrid AMR Overview-Costa Apostlakis**

Costa Apostolakis, CEO of Nexgrid provided the Town Council and public an overview presentation of the Town's project financial review for the Nexgrid smart grid electric distribution system proposal. This overview examined the 10-year forecast impact of the proposal and examine the newly offered 10-year purchase agreement and how it compares to the initial purchase entire purchase option. Town staff are reviewing the project and the potential savings for the upcoming FY24/25 budget cycle for the electric AMR project.

Hunter Chamberlain, Electric Utilities Director, spoke to the Town Council about the advantages of the installation of AMR system.

**Committee Meetings**

**Administrative Committee -Edenton Harbor Camera Review**

Councilman Miller stated that the Public Information Officer is requesting the purchase and install of a webcam at the waterfront at the cost of \$8,500 from Verkada.

Councilman Miller made a motion to approve the purchase of webcam. Councilman Sellers seconded the motion. The motion carried unanimously.

**Administrative Committee-Mayor's Task Force Appointments**

Councilman Miller stated that it was recommended to appoint Tom Brennan and Mary Ellen Hill to the Mayor's Task Force on Litter.

### **New Business**

#### **Budget Amendment-Hanger & Taxiway**

Corey Gooden, Town Manager stated that the Division of Aviation awarded the Northeast Regional Airport a grant in the amount of \$93,980 for the continuation of the Hangar Taxi Lane project. This funding will allow Talbert & Bright, project engineers, to provide grant administration and management services as well as submit applications to NCDEQ for required permits and all FFA documentation. It was noted that Talbert and Bright will oversee the bidding process of the construction phase of the new hangars and oversee the electrical engineering services of this project.

Councilman Turner made a motion to approve the budget amendment. Councilman Miller seconded the motion. The motion carried unanimously.

#### **Boards and Committees Conflict of Interest Form and Training**

Dewayne Whealton, Assistant Town Manager and Planner stated that the Town of Edenton is seeking to implement a Conflict of Interest (COI) Policy and Code of Conduct for all appointed boards and commissions. The Conflict of Interest Policy and Code of Conduct are essential tools for promoting ethical behavior, maintaining integrity, and ensuring the effective governance of organizations. It was noted that these policies will protect the organization's reputation, promote transparency and accountability and safeguard the interests of all stakeholders involved. Staff is still in the process of reviewing training modules that will be used for appointees.

Councilman Bond made a motion to approve the COI Form as presented. Councilman Miller seconded the motion. The motion carried unanimously.

### **Manager's Report**

The following updates were given by Town Manager Corey Gooden.

Preliminary shoulder work should begin in April for the Broad Street paving project. He stated that the town will continue to explore bike and pedestrian lanes locations in Edenton. The Town will work with NCDOT on crosswalk striping and increased signage to see what is needed for these changes.

Hotel Hinton owners did respond to the violation notice that was sent and they made the necessary repairs. Staff will continue to work with the owners on any ordinance violations and that a meeting is scheduled with the property owners to receive an update on the project.

Oversight on sub-contractor work – He reported that the Town Utilities Department does oversee and maintain all points of contact for any special projects. This does not always involve contact with subcontractors, mainly general contractors.

Monument-The Town Attorney will be present at the March committee meeting to give update to the Town Council on the ruling in the Vance County case. There were concerns expressed by Town Council

members about the weekly protests and safety. Town Council members requested more police presence in the area during the protest demonstrations.

Flooding concerns for Kadesh and Swain Apartments – staff continues to look for any funding that can be used to make stormwater improvements. The town recently implemented a stormwater fee to residents to help with improvements needed.

He thanked Councilman Turner on the support on the Town’s website, approval of the new webcam would be a great enhancement to the website.

Update to Councilman Sellers that staff is continuing to work on updating contact information for residents for the alert system.

Councilman Miller asked for update on grocery store. He reported that staff continues to market Edenton to local and regional brands. He and Ches Chesson would be attending an economic development conference in Charlotte to network with others economic development staff.

Reported that the Harbor Town’s launch date is targeted for May 1.

Reported that Sewer repairs on Granville Street are wrapping up and temporary patching would be done until the State paving project could be completed.

Reported that he is still working on a planning session recap that Councilman Coston requested.

Reported that staff is working on getting a report on where sidewalks are needed in the city limits.

**Items Considered Timely and Important**

Mayor High extended condolences from the Town to Tammy Woodley and her family on the recent passing of her Father and encouraged at Town Council members to attend the funeral on Friday.

Councilman Miller thanked the Public Works Department and Brad Overton for the work on the Granville Street repairs.

Councilman Sellers asked for update on the patching of Granville Street and the DOT resurfacing.

Councilman Turner asked if there were statistics to measure the success of the recycling program.

There being no further items of business, the meeting was adjourned.

Edenton Town Council Minutes  
Special Meeting  
March 25, 2024

The Edenton Town Council met in special session on Monday, March 25, 2024 at 6:00 p.m. in the Council Chambers. The following members were present: Mayor Hackney High, Councilman Elton Bond, Councilman Aaron Coston, Councilman Samuel Dixon, Councilman Craig Miller, Councilman Patrick Sellers and Councilman Bob Turner.

Mayor High called the meeting to order.

**Special Presentation: Social District Six-Month Update**

Dewayne Whealton, Assistant Town Manager and Planner gave the six month update on the social district in downtown Edenton. He reported that the social district was going well, foot traffic has increased and there was no disorderly conduct or incidents reported by the police. He stated that another update will be given to the Town Council after the spring and summer seasons.

**Special Presentation: Destination Downtown Edenton (DDE) Economic Update**

Ches Chesson, Executive Director for Destination Downtown Edenton, gave the Town Council an overview presentation of his recent attendance at the 2024 NC Main Street Conference in Goldsboro. He shared the 2022 local economic impact of downtown Edenton and provided a downtown building update and upcoming downtown projects and events.

**2024 Arbor Day Proclamation**

Dewayne Whealton, Assistant Town Manager and Planner stated that the Town of Edenton was awarded as a Tree City USA town for the 45th year along with the Growth Award. He stated that this year's annual Arbor Day ceremony will be held on the west end of Dr. Martin Luther King, Jr. Avenue (near Gramby Street and Vance Lane). The Edenton Tree Committee will conduct the ceremony on Friday, April 26th at 1:00 p.m.

Mr. Whealton stated that a requirement of the Town's Tree City participation is to conduct an annual Arbor Day Ceremony to promote awareness of the importance of street trees and trees on public property.

Mayor High read the proclamation into the record.

PROCLAMATION

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees are a source of joy and spiritual renewal, and

WHEREAS, Edenton has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree planting ways,

NOW THEREFORE, I, W. Hackney High. Jr., Mayor of the Town of Edenton, do hereby proclaim April 26, 2024 as ARBOR DAY in the Town of Edenton, and I urge all citizens to support efforts to protect our trees and woodlands and to support our town's community forestry program, and

FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

DATED this 25th day of March, 2024

There being no further items of business, the special meeting was adjourned.

Edenton Town Council Minutes  
Closed Session  
March 23, 2024

The Edenton Town Council on Tuesday, March 23, 2024 at 6:00 p.m. in the Council Chambers for a closed session meeting. The following members were present: Mayor W. Hackney High Jr., Councilman Aaron Coston, Councilman Bob Turner, Councilman Elton Bond, Councilman Samuel Dixon, Councilman Patrick Sellers, and Councilman Craig Miller.

Mayor W. Hackney High Jr. called the meeting to order.

Councilman Bond made a motion to enter the closed session meeting regarding NCGS 143-318.11(a) (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

Councilman Miller seconded the motion and the motion carried unanimously.

Council directed the Town Manager to request time for due diligence investigation of presented properties.

Councilman Coston made a motion to exit the closed session. Councilman Sellers seconded the motion. The motion carried unanimously.

There being no further items of business, the meeting was adjourned.

EDENTON HISTORICAL  
COMMISSION

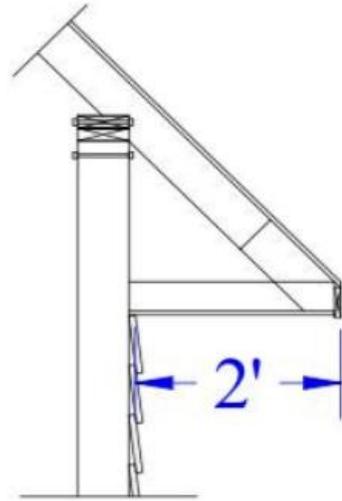
*Preserve. Restore. Educate.*



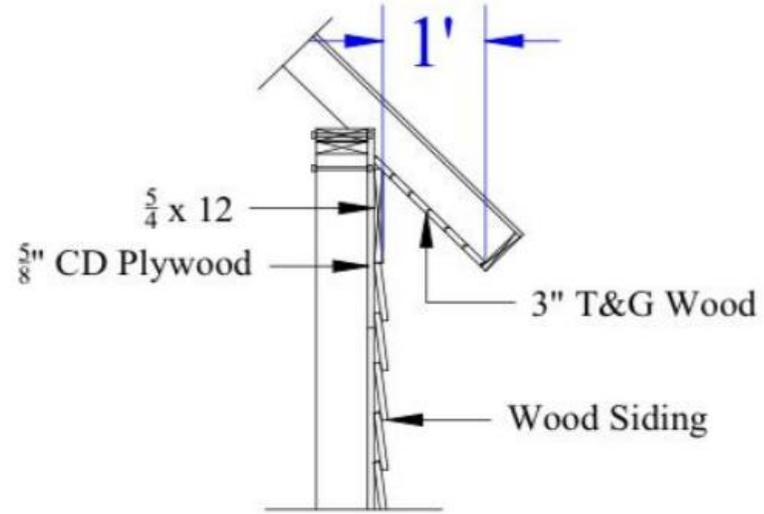
**Cupola House Ticket Sales**



**Harbor Towns Ferry Arrival**



Current Condition



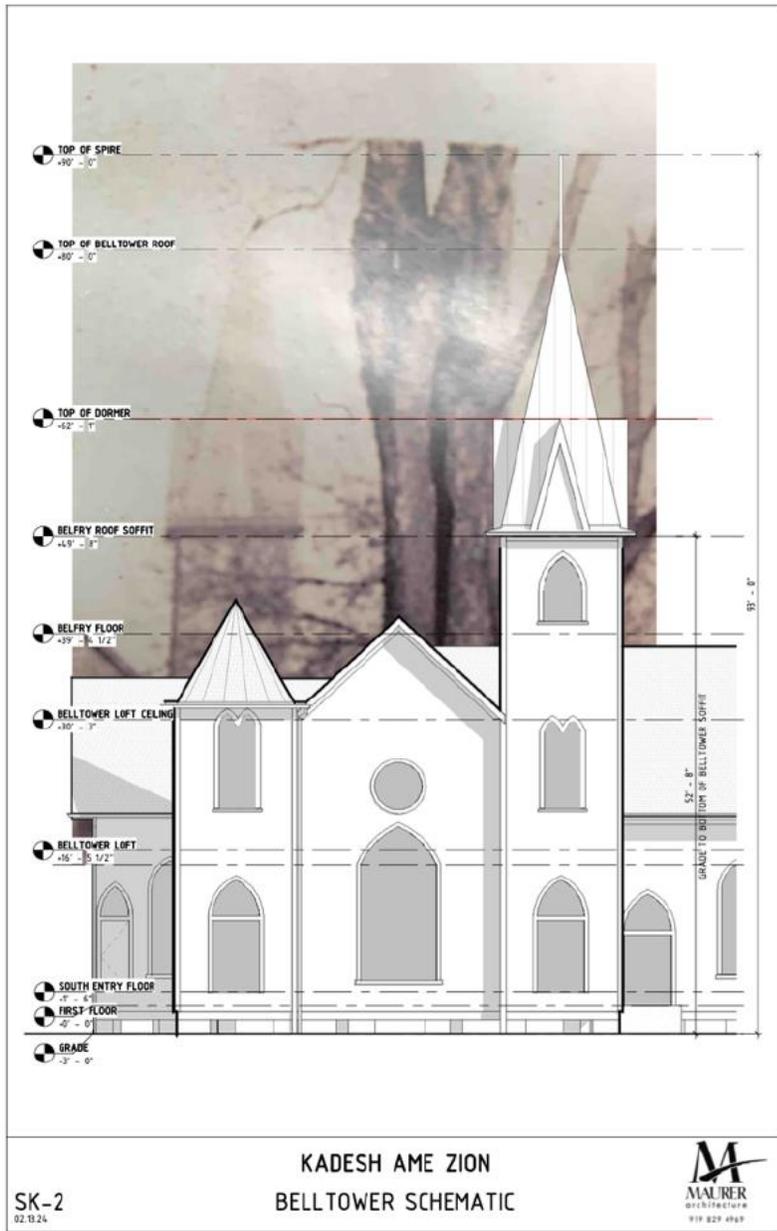
Proposed Condition

Edenton Construction Company, Inc.  
 160 Peanut Drive  
 Edenton, NC 27932

Kadesh Church - Soffit Detail  
 Scale:  $\frac{3}{4}$ " = 1'-0"  
 Date: 3-27-24

Page #1

**Kadesh Restoration: Exterior**



**The Tallest Point in Edenton!**

## Kadesh Restoration: Bell Tower



**Kadesh Restoration: Parsonage**



**Kadesh Restoration: Interior**



**Hayes Restoration: Manor House & Outbuildings**



**October 25<sup>th</sup> Finale?**

**Edenton Tea Party 250<sup>th</sup> Anniversary**



*The 43rd Annual  
Christmas Candlelight Tour  
December 13-14, 2024*



**The Christmas Candlelight Tour**



**Request for Qualifications for Professional Engineering Services**  
**Town of Edenton**  
**April 10, 2024**

**PROBLEM STATEMENT**

The Town of Edenton has received grant funding from the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure as follows:

1. Asset Inventory and Assessment (AIA) for the Town of Edenton's Sanitary Sewer system for Project No. VUR-AIA-W-ARP-0024; and
2. Asset Inventory and Assessment (AIA) for the Town of Edenton's Sanitary Sewer system for Project No. AIA-W-ARP-0004.

Contingent upon formal awards, the Town of Edenton is soliciting requests for qualifications for professional engineering services to assist the Town of Edenton in asset inventory and assessment for project:

(1) VUR-AIA-W-ARP-0024 which includes CCTV of approximately 130,000 LF of sanitary sewer lines and components in the collection system, flow monitoring, hydraulic modeling, asset management plan with a capital improvement plan, rate study and grant administration and transfer all field collected survey and conditions assessment into our asset management (Utility Cloud), also provide bi-monthly updates to the Town and DWI; and

(2) AIA-W-ARP-0004 which includes Smoke testing of approximately 130,000 LF of select sanitary sewer lines and components, pump station inspections of approximately 16 pump stations. Location and in field visual assisted inspection of 750 sanitary sewer manholes, also provide bi-monthly updates to the Town and DWI. Payment terms will be negotiated with the selected firm. The fees for professional engineering services will be paid with grant funds.

**SCOPE OF WORK**

Engineering services for all work must comply with NCDEQ-DWI guidance documents and receive acceptance/approval from NCDEQ-DWI prior to final payments by the Town of Edenton.

Engineering services for the work shall include, but not be limited to, standard tasks necessary for the implementation of the construction project in conformance with the NCDEQ-DWI program:

1. Preparation of an engineering report, construction plans, specifications and obtaining necessary Permits; and
2. Supervising the bid advertising, tabulation, and award process, including preparing the advertisements for bid solicitations, conducting pre-bid meeting, conducting bid opening, and issuing the notice to proceed; and
3. Conducting the pre-construction conference; and
4. Surveying, field staking, on-site observation of construction work, and preparing inspection reports; and
5. Reviewing and approving all contractor requests for payment, change orders, and submitting approved requests to the Town of Edenton; and
6. Providing reproducible plan drawings upon project completion; and
7. Conducting final inspection and testing; and
8. Submitting certified "as-built" drawings to appropriate authorities; and
9. Preparing an operation and maintenance manual (if applicable)

## SUBMISSION REQUIREMENTS

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm's legal name, address, email, and telephone number, the principal(s) of the firm and the firm's experience and qualifications; and
2. Water/Wastewater Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to water / wastewater improvements or related work, description of firm's prior experience, including any similar projects, construction cost, and names of local officials knowledgeable regarding the firm's performance on related work. Include at least five references within the past five years; and
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm's current work activities, capability of carrying out all aspects of related activities, and firm's anticipated availability during the term of the project; and
4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Submissions will be evaluated for both projects separately according to the following factors:

1. Qualifications, Competence and Reputation of Firm and Personnel	20 points
2. Firm's Capability to Meet Time and Project Budget Requirements	20 points
3. Present and Project Workload of Firm	20 points
4. Related Experience on Similar projects	20 points
5. Recent and Current Work for the Town	20 points
Total Points	100 points

Upon completion of the review, the Town of Edenton will award and contract the work as authorized by the Town of Edenton's Town Council.

For purposes of proposal evaluation, the Consultant is requested to provide an estimated not-to-exceed ceiling amount. The ceiling amount should include fringe benefits, indirect costs, profit and reimbursable expenses. Fee will not be the sole criteria for selection of the Consultant.

Respondents may review the grant application(s) which include descriptions of the proposed work including activities, budgets, schedules, and other pertinent information by visiting the Town Hall at 400 S. Broad Street during regular office hours.

## CONTRACT AWARD

Once the most qualified firm is selected, costs for the services will be negotiated to include separate pricing for engineering reports, engineering design/bid package, and construction administration and inspection services. Contracting for these activities will clearly define the costs of each activity. Contracts shall be contingent upon formal grant awards. If an agreement of contract compensation cannot be determined with the first qualified firm, the Town of Edenton will eliminate that firm and begin discussion with the next most qualified firm.

The above information must be received no later than May 1, 2024 at the Attn: David Myers, Public Works Director - P.O. Box 300 or 400 S. Broad Street. For more information, contact David Myers at 252-482-4111 or email, david.myers@edenton.nc.gov. Town of Edenton is an equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms.

**NORTHEASTERN REGIONAL AIRPORT (EDE)**  
**WORK AUTHORIZATION FOR PROFESSIONAL SERVICES**

**Work Authorization No. 22-02 – Amendment No. 2**  
**Hangar Taxilanes (Design)**

**TBI Project No. 2402-2202**  
**WBS: 36237.15.17. / 36237.15.17.2**  
**Funding Source: NPE**  
**Partner Connect Request No. 4620**

**February 12, 2024**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services. Master Contract expiration date is September 23, 2024

**Description of Work Authorized**

After completion of 90% design of the Hangar Taxilanes Site Preparation project, the sponsor has directed the Engineer to revise the original scope of work to include addition of 12 Unit T-Hangar design, change the existing hangar taxilane accessing the T-hangar to a Group-II taxilane, include hangar site prep for future box hangars proposed adjacent to the fuel farm, perform site grading for relocated access road to and from the existing fuel farm, remove access road and parking lot design, and remove additional apron and tie-down design which were part of the original scope of work. The work will also include design of a 10-Unit Hangar and 8-Unit Hangar to be included as Bid-Alternate items for consideration if funding availability is a concern. The attached exhibit shows the preferred development requested by the sponsor.

The Engineer shall provide professional services for the additional design and bidding of a 12/10/8 Unit T-Hangar project located at the Northeastern Regional Airport. Services will include Project Formulation, Grant Administration and Management, Design and Bidding, and Permitting. The project and scope of professional services will generally be as described below and in the attached Work Hour Estimate. Some work items included in the original work authorization will need to be revised due to the updated scope; these items are labeled to be revised in the attached manhour estimate. Electrical hangar design will be completed by a Subconsultant.

Grant Administration and Management Services will include preparation of a grant modification in the EBS Grant System, coordinating online grant modification with the Airport and NCDOA, grant administration assistance to include preparation of reimbursement request, quarterly status reports and cash flow spreadsheet; and preparation of the final grant closeout documentation as indicated in AV-103 Checklist.

Construction bid documents will include development of safety and phasing plans, existing conditions plans, paving and grading plans, erosion control plans, pavement marking plans, and other necessary plan documents. Bid documents will also include development of project specifications based on the FAA Standards for Specifying Construction of Airports, FAA AC 150/5370-10H. Services will also include coordination with the NCDOA to obtain DBE/MBE/WBE goals for the project to be included in the bid documents.

- FAA AC 150/5300-13A      Airport Design
- FAA AC 150/5320-5D      Airport Drainage Design

- FAA AC 150/5320-6F            Airport Pavement Design and Evaluation
- FAA AC 150/5340-1M        Standards for Airport Marking
- FAA AC 150/5370-2G        Operational Safety on Airports During Construction
- FAA AC 150/5370-10H      Standards for Specifying Construction of Airports
- Other Advisory Circulars will be utilized as we determine applicable during the design phase of the project.

The design effort will include implementing the revised documents into the permit application package for submission to NCDEQ for Sedimentation and Erosion Control. The project will also include coordination of stormwater requirements with NCDEQ. It is anticipated there will not be any significant permit requirements since the new taxilanes will be constructed in an area that is currently existing pavement. If it is determined that a Stormwater permit, or other necessary permits, are needed, it will be performed as Additional Services.

Services shall also include preparation of three (3) FAA 7460s for the project construction phase, the Construction Safety and Phasing Plan (CSPP), and the permanent hangar building to be constructed. A CSPP and the checklist from Appendix C of AC 150/5370-2G will be prepared and coordinated with the NCDOA and will be submitted to the FAA as part of the FAA 7460 review under a separate submission.

Bidding services will be performed upon approval of the plans and specifications from the NCDOA. Bidding services performed as part of this work authorization include coordinating the bid advertisement according to FAA/State/local laws; answering contractor’s questions during the bid period and issuing Addendum, if required; scheduling, attending, and conducting the Pre-Bid meeting; attendance at the formal bid opening; and preparation of a bid tabulation and an award recommendation upon review of the bids received. The DBE/MBE/WBE commitments or Good Faith Effort from the bid documents will be compiled and coordinated with NCDOA after bidding, prior to determination of the lowest bidder. The bidding assistance phase includes providing guidance to the Airport Sponsor in accordance with the North Carolina State bidding laws.

**Estimated Time Schedule:**

- 90% Design Submittal ..... 45 calendar days from NTP
- Final Drawing Submittal ...30 calendar days from receipt of 90% Submission comments
- Bid Opening .....45 calendar days from Final Set Submittal

**Cost of Services:**

The method of payment for the Project Formulation Services, Grant Administration and Management Services, Additional Design Services, Bidding Assistance, and Permitting Services shall be lump sum in accordance with Section V of the Contract. The method of payment for Subconsultant Electrical Engineering Services shall be lump sum, plus a fixed fee. Services budgets shall not be exceeded without approval of the Owner.

**Summary of Costs**

Project Formulation	\$3,880.00
Grant Administration and Management	\$3,960.00
Additional Design and Bidding	\$73,770.00
Subconsultant Electrical Engineering – Cheatham & Associates	\$11,220.00
Subconsultant Markup	\$1,150.00
	<b>\$93,980.00</b>

Agreed as to scope of services, time schedule and budget:

Approved:

\_\_\_\_\_

For Town of Edenton

\_\_\_\_\_

For Talbert & Bright, Inc.

\_\_\_\_\_

Witness

\_\_\_\_\_

Witness

\_\_\_\_\_

Date

\_\_\_\_\_

Date

Description		Prin	PM	E3	PMA3
<b>Project Formulation</b>					
1	Develop Subconsultant Work Scopes Electrical Design	0	1	2	1
2	Prepare Work Scope, Work Authorization and Coordinate with Owner	1	2	2	1
3	Develop Project Schedule and Coordinate with Owner	1	2	2	2
4	Prepare Subconsultant Subcontracts. Coordinate Subconsultant Work w h Airport.	0	1	2	2
<b>Work Hour Total</b>		<b>2</b>	<b>6</b>	<b>8</b>	<b>6</b>

**Labor Expenses**

Classification	Rate	Estimated Manhours	Estimated Cost
Principal	\$ 91.00	2	\$182.00
Project Manager	\$ 65.00	6	\$390.00
Engineer III	\$ 52.00	8	\$416.00
Project Manager Assitant III	\$ 38.00	6	\$228.00
Subtotal - Labor Expenses (without Multiplier)			22 \$1,216.00
State Audited Overhead Rates		Overhead Rate:	187.01% + \$2,274.04
			Overhead Subtotal: \$3,490.04

Profit:	11.00%	+	\$383.90
Capital Costs:	0.26%	+	\$3.16

Subtotal - Labor Expenses

**\$3,877.11**

Total - Project Formulation

Lump Sum \$3,877.11

Use **\$3,880.00**

**Grant Administration and Management Services**

		PM	GA3
1	Prepare Change Request for Three Grants as Required by AV-102 Checklist (dated January 2021). Coordinate Sponsor Approvals on Forms and Letter. Communicate and Coordinate with Sponsor, NCDOA-APM, NCDOA-GA on Funding Source and Grant Modification Submission.	2	3
2	Monitor, Track, and Communicate as Necessary with NCDOT-DOA & Sponsor as Grant Modification Progresses Through EBS Phases.	0	5
3	Provide Grant Administration Assistance Including Preparation of Reimbursement Claims in Accordance with AV-103 Checklist (dated July 2020).	4	8
4	Complete Grant Closeout Coordination with Sponsor and NCDOT-DOA.	2	3

Work Hour Total

8 19

**Labor Expenses**

Classification	Billing Rate	Estimated Work Hours	Estimated Cost
Project Manager	\$ 65.00	8	\$ 520.00
Project Manager Assistant III	\$ 38.00	19	\$ 722.00
Subtotal - Labor Expenses (without Multiplier)			27 \$ 1,242.00
State Audited Overhead Rates		Overhead Rate:	187.01% + \$ 2,322.66
			Labor/Overhead Subtotal: \$ 3,564.66

Profit:	11.00%	+	\$ 392.11
Capital Costs:	0.26%	+	\$ 3.23

Subtotal - Labor Expenses \$ 3,960.01

Total - Grant Administration and Management

Lump Sum \$ 3,960.01

USE **\$ 3,960.00**

<b>Additional Design and Bidding</b>					
	<b>Description</b>	<b>Prin</b>	<b>PM</b>	<b>E3</b>	<b>PMA3</b>
1	Coordinate/Review Topographic Survey, prepare base mapping for project	0	1	4	0
2	Coordinate/Review Geotechnical Investigation, coordinate recommendations subgrade improvements recommendations with geotechnical engineer and structural engineer	1	2	6	0
3	Review and Coordinate hangar size and layout options with Owner. Prepare preliminary hangar layouts for review by Airport for Final Option.	4	6	6	0
4	Review Airport Operational Requirements with Owner, Develop Construction Sequence and Tentative Schedule	1	2	4	0
5	Review and Coordinate Preliminary Layout of Future Corporate Hangar Development and Include in Analysis of T-Hangar and Taxilane Project Area Drainage Design	1	4	4	1
6	Coordinate Hangar with Electrical Engineer and Electrical Utility for Service to new hangar buildings	0	2	2	0
7	Review and Update Pavement Design for Group II hangar taxilanes criteria	0	1	3	0
8	Review foundation and slab design parameters with geotech engineer	0	1	2	0
9	Plans				
	Cover Sheet (revised)	0	0	1	0
	Project Layout and Safety Plan (revise)	0	2	4	0
	Construction Phasing Plans (revise)	0	2	6	
	Existing Conditions and Removal Plans (revise)	0	1	2	0
	Hangar Taxilane Layout and Paving Plans (revise)	0	4	16	0
	Grading and Drainage Plans (revise)	1	4	16	0
	Typical Sections and Miscellaneous Details (revise)	0	2	8	0
	Sedimentation and Erosion Control Plans (revise)	0	2	6	0
	Sedimentation and Erosion Control Details (revise)	0	0	1	0
	T-Hangar Building Layout and Building Code Summary (12-Unit)	1	4	16	0
	T-Hangar Building Foundation Plan (12-Unit)	0	5	18	0
	T-Hangar Building Layout and Building Code Summary (10-Unit)	1	4	14	0
	T-Hangar Building Foundation Plan (10-Unit)	0	4	14	0
	T-Hangar Building Layout and Building Code Summary (8-Unit)	1	4	12	0
	T-Hangar Building Foundation Plan (8-Unit)	0	4	14	0
	T-Hangar and Firewall Details	0	4	18	0
10	T-Hangar Electrical Layout (12-Unit) (By Electrical Engineer)				
11	T-Hangar Electrical Layout (10-Unit) (By Electrical Engineer)				
12	T-Hangar Electrical Layout (8-Unit) (By Electrical Engineer)				
13	Panel Schedules and General Notes (By Electrical Engineer)				
14	Electrical Details (By Electrical Engineer)				
15	Electrical Panel Site Layout Plan (By Electrical Engineer)				

Northeastern Regional Airport  
 Hangar Taxilanes  
 February 2024  
 TBI No. 2402-2202 (Amendment No. 2)

16	Prepare Project Specifications and Contract Documents	1	6	12	4
17	Calculate Project Quantities and Develop Opinion of Probable Construction Cost for Base Bid and Bid Alternates	0	4	8	0
18	QA/QC Review for Plans and Specifications	4	8	6	2
19	Reproduce and Mail 90% review plans and specifications to Owner and NCDOA	0	0	2	2
20	Review and Respond to 90% Comments from Owner and NCDOA.	1	4	6	2
21	Prepare and Submit FAA 7460 on OEAAA website for Construction, CSPP, Permanent Building, and other as Necessary (not to exceed four)	0	5	10	0
22	Prepare and Submit Sedimentation and Erosion Control Permit Application to NCDEQ (to Include Additional Scope). Respond to NCDEQ Comment and Revise Application Documents as Necessary	1	6	12	2
23	Reproduce and Coordinate Final Bid Set Plans and Specifications	0	0	2	2
24	Advertise For Bids/Send Advertisements & Documents to Contractors	0	1	2	2
25	Consider Contractor Questions During Bidding, Issue Addenda	1	2	6	1
26	Prepare for, attend, chair Pre-Bid Meeting, Issue minutes by addendum	1	1	1	0
27	Prepare for and attend Bid Opening ( <i>Bid Opening Included in Original Scope</i> )	0	0	0	0
28	Tabulate Bids, review DBE participation, and Recommend Award.	0	1	2	1
<b>Manhour Total</b>		<b>20</b>	<b>103</b>	<b>266</b>	<b>19</b>

**Labor Expenses**

Classification	Rate	Estimated Manhours	Estimated Cost
Principal	\$ 91.00	20	\$1,820.00
Project Manager	\$ 65.00	103	\$6,695.00
Engineer III	\$ 52.00	266	\$13,832.00
Project Manager Assitant III	\$ 38.00	19	\$722.00
Subtotal - Labor Expenses (without Multiplier)		408	\$23,069.00
State Audited Overhead Rates	Overhead Rate:	187.01%	+ \$43,141.34
		Overhead Subtotal:	\$66,210.34
Profit:		11.00%	+ \$7,283.14
Capital Costs:		0.26%	+ \$59.98
<b>Subtotal - Labor Expenses</b>			<b>\$73,553.45</b>

**Direct Expenses**

Expense Description	Unit	Unit Rate	Estimated Units	Estimated Cost
Plan Reproduction for Review (11 Sheets x 4 Plan Sets)	Sheets	\$2 82	44	\$124.08
Specification Reproduction for Review (200 pages x 4 copies)	Pages	\$0 09	800	\$72.00
UPS/FedEX Shipping	Package	\$8 50	2	\$17.00
			<b>Subtotal - Direct Expenses</b>	<b>\$213.08</b>

**Total - Additional Design and Bidding Services**

Lump Sum \$73,766.53  
 Use **\$73,770.00**

**Subconsultant Services - Electrical Design**

Electrical Design (Cheatham & Associates)	\$11,220.00
<b>Total - Electrical Design Services</b>	<b>\$11,220.00</b>

**Subconsultant Markup**

**\$1,150.00**



Cheatham and Associates, P.A.  
Consulting Engineers

February 1, 2024

Stephen Bright, PE  
Talbert & Bright  
4810 Shelley Drive  
Wilmington, NC 28405

RE: Northeast Regional Airport 12 Unit T-Hangar  
Edenton, North Carolina  
Electrical Engineering Fee Proposal – Design and Bid Phase Services – REVISION 1

Dear Stephen,

Our current understanding of the project criteria, tasks, and fee proposed follows.

Project Criteria:

- A new T-hangar will be constructed. The attached sketch indicates a proposed 12-unit hangar which will be the base bid configuration. Alternate bids will be requested for the hangar as both 10 units and as 8 units.
- The hangar is intended for aircraft storage only. No maintenance activities will be allowed in the hangar.
- Electric hangar doors will be installed.
- Interior lighting is required for each hangar unit.
- A minimum of two receptacle outlets are required in hangar unit.
- Grounding receptacle with ball stud terminal is required for each hangar unit.
- Exterior wall mounted flood lights will be configured at the hangar building corners as coordinated with Talbert & Bright.
- Provisions for connection of a portable generator with manual transfer switch for the hangar building.
- No floor drains in the hangars will be configured.

Information to be provided to Cheatham & Associates:

- Owner criteria for the project.
- Autocad files of the hangar building sites, hangar floor plans, and hangar building elevations.
- Equipment cut sheets for hangar doors.

Tasks:

- Ongoing coordination with Talbert & Bright's design team.
- Electrical systems design to accommodate understood space usage for receptacles, hangar doors, interior lighting, and exterior lighting on the building.
- Preparation of electrical drawings & specifications for hangar construction.
- Response to bidder questions and preparation of applicable addenda materials for the hangars.

Proposed Fee Breakdown:

- Prepare Hangar Electrical Drawings & Specifications \$ 10,310.00 lump sum
  - Hangars Bid Assistance \$ 910.00 lump sum
- Total - \$ 11,220.00 lump sum

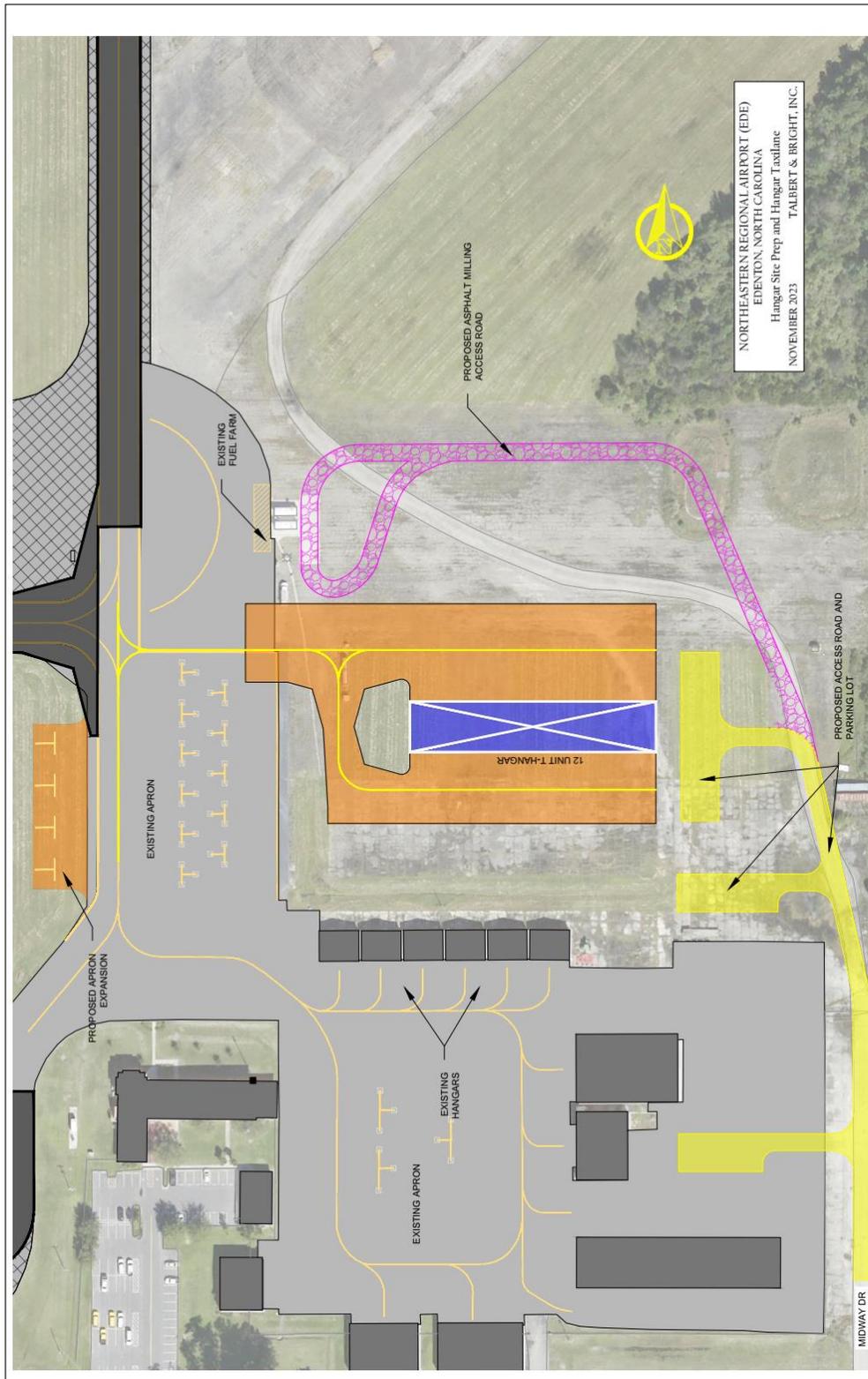
Additional services can be provided for a negotiated lump sum fee.

The Standard of Care for all professional services performed or furnished by Cheatham and Associates, P.A. (Consultant) under this Proposal will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise in connection with Consultant's services.

Thank you for this opportunity. If you have any questions or require any discussion, contact me at your convenience.



Mark A. Ciarrocca, P.E.



TOWN OF EDENTON  
 FEBRUARY 2024  
 FISCAL YEAR 2023-2024

GENERAL FUND REVENUE

Account Number	Description	Actuals 02/01/2024 02/29/2024	Actual YTD 07/01/2023 to 02/29/2024	Encumbered Requested	Adjusted Budget	Available Budget	% Used	Y P E
Total TAXES: AD VALOREM TAXES		79,194.87	2,630,837.33	0.00	2,565,671.00	-65,166.33	102.54	
Total TAXES: PRIOR YEARS		2,908.42	36,605.50	0.00	20,000.00	-16,605.50	183.03	
Total TAXES: LAND TRANSFER TAX		0.00	170,114.23	0.00	175,000.00	4,885.77	97.21	
Total PAYMENT IN LIEU OF TAXES		4,249.25	33,994.00	0.00	80,491.00	46,497.00	42.23	
Total INTEREST ON DELINQUENT TAXES		2,248.73	9,995.82	0.00	10,000.00	4.18	99.96	
Total AUTO/DMV REVENUE		1,655.00	13,180.00	0.00	20,000.00	6,820.00	65.90	
Total INTEREST ON INVESTMENTS		12,821.99	100,286.93	0.00	113,500.00	13,213.07	88.36	
Total RENT REVENUE		100.00	1,900.00	0.00	750.00	-1,150.00	253.33	
Total MISCELLANEOUS		510.00	2,261.86	0.00	6,500.00	4,238.14	34.80	
Total UTILITIES FRANCHISE TAX		0.00	202,323.64	0.00	410,000.00	207,676.36	49.35	
Total VIDEO PROGRAMMING FEES		0.00	8,603.80	0.00	18,000.00	9,396.20	47.80	
Total BEER & WINE TAX		0.00	0.00	0.00	20,000.00	20,000.00	0.00	
Total LOCAL GOVERNMENT SALES TAX		106,576.45	858,702.62	0.00	986,600.00	127,897.38	87.04	
Total STATE GOVERNMENT GRANTS		0.00	36,000.00	0.00	80,000.00	44,000.00	45.00	
Total OFFICERS FEES		143.00	1,074.69	0.00	1,000.00	-74.69	107.47	
Total POLICE REVENUE		0.00	5,918.28	0.00	304,500.00	298,581.72	1.94	
Total CHOWAN COUNTY FIRE PROTECTION		0.00	359,536.51	0.00	694,854.00	335,317.49	51.74	
Total NC STATE FIRE PROTECTION		0.00	0.00	0.00	3,400.00	3,400.00	0.00	
Total INSPECTION REVENUE		475.00	5,305.00	0.00	50,000.00	44,695.00	10.61	
Total STREET DEPARTMENT REVENUE		35,401.25	296,968.28	0.00	397,000.00	100,031.72	74.80	
Total DUMPSTER RENTAL		5,761.16	32,900.04	0.00	27,792.00	-5,108.04	118.38	
Total CEMETERY REVENUE		10,322.00	27,760.00	0.00	45,000.00	17,240.00	61.69	
Total CHOWAN CO SOLID WASTE CONTRIBUTION		0.00	7,500.00	0.00	30,000.00	22,500.00	25.00	
Total SURPLUS SALES		3,251.00	3,847.40	0.00	10,000.00	6,152.60	38.47	
Total GARAGE REVENUE		15,371.84	234,457.57	0.00	434,462.00	200,004.43	53.97	
Total CHARGES FROM ELECTRICAL FUND		64,504.83	516,038.64	0.00	774,058.00	258,019.36	66.67	
Total TRANSFER FROM ELECTRIC FUND		29,646.25	237,170.00	0.00	355,755.00	118,585.00	66.67	
Total TRANSFER FROM WATER/SEWER FUND		16,698.95	354,572.49	0.00	421,178.00	66,605.51	84.19	
Total FUND BALANCE APPROPRIATED		0.00	0.00	0.00	393,810.00	393,810.00	0.00	
TOTAL FUND GENERAL FUND		391,839.99	6,187,854.63	0.00	8,449,321.00	2,261,466.37	73.23	

GENERAL FUND EXPENSES

Total ELECTED OFFICIALS		25,641.27	65,341.08	0.00	86,902.00	21,560.92	75.19	
Total ADMINISTRATION		48,985.62	578,687.34	0.00	795,972.00	217,284.66	72.70	
Total POLICE		237,633.59	1,563,383.22	309,542.18	2,391,524.00	518,598.60	78.32	
Total FIRE		85,563.72	1,069,708.56	21,339.40	1,585,209.00	494,161.04	68.83	
Total INSPECTION		20,385.99	156,161.07	0.00	259,636.00	103,474.93	60.15	
Total FLEET MAINTENANCE		41,794.83	365,591.54	8,175.00	520,444.00	146,677.46	71.82	
Total STREETS		39,426.80	477,602.28	3,326.19	720,488.00	239,559.53	66.75	
Total SANITATION		57,884.72	773,023.85	8,767.10	1,001,068.00	219,277.05	78.10	
Total MOSQUITO CONTROL		0.00	0.00	0.00	5,015.00	5,015.00	0.00	
Total CEMETERY/LANDSCAPE		50,502.61	410,686.63	0.00	667,195.00	256,508.37	61.55	
Total PROGRAMS & CAPITAL PROJECTS		5,008.00	354,466.89	0.00	415,868.00	61,401.11	85.24	
TOTAL FUND GENERAL FUND		612,827.15	5,814,652.46	351,149.87	8,449,321.00	2,283,518.67	72.97	





TOWN OF EDENTON  
 FEBRUARY 2024  
 FISCAL YEAR 2023-2024

AIRPORT FUND REVENUE

Account Number	Description	Actuals 02/01/2024 02/29/2024	Actual YTD 07/01/2023 to 02/29/2024	Encumbered Requested	Adjusted Budget	Available Budget	% Used	Y P E
Total AIRPORT REVENUE		11,759.78	226,242.17	0.00	329,361.00	103,118.83	68.69	
TOTAL FUND AIRPORT FUND		11,759.78	226,242.17	0.00	329,361.00	103,118.83	68.69	

AIRPORT FUND EXPENSES

Total AIRPORT ADMINISTRATION		6,837.23	64,664.39	0.00	90,111.00	25,446.61	71.76	
Total AIRPORT OPERATIONS		37,323.04	217,269.52	0.00	239,250.00	21,980.48	90.81	
TOTAL FUND AIRPORT FUND		44,160.27	281,933.91	0.00	329,361.00	47,427.09	85.60	

TOWN OF EDENTON  
 FEBRUARY 2024  
 FISCAL YEAR 2023-2024

POWELL BILL FUND REVENUE

Account Number	Description	Actuals 02/01/2024 02/29/2024	Actual YTD 07/01/2023 to 02/29/2024	Encumbered Requested	Adjusted Budget	Available Budget	% Used	Y P E
Total AUTO/DMV REVENUE		0.00	152,920.68	0.00	130,000.00	-22,920.68	117.63	
Total INTEREST ON INVESTMENTS		34.00	272.00	0.00	408.00	136.00	66.67	
Total VEHICLE TAX REVENUE		8,275.00	65,900.00	0.00	100,000.00	34,100.00	65.90	
TOTAL FUND POWELL BILL FUND		8,309.00	219,092.68	0.00	230,408.00	11,315.32	95.09	

POWELL BILL FUND EXPENSES

Total POWELL BILL		103,856.30	157,471.06	1,299.99	230,408.00	71,636.95	68.91	
TOTAL FUND POWELL BILL FUND		103,856.30	157,471.06	1,299.99	230,408.00	71,636.95	68.91	

**TOWN OF EDENTON  
CASH & INVESTMENT SUMMARY  
FYE 2023 - 2024**

<b>CASH ACCOUNTS</b>	<b>7/31/2023</b>	<b>8/31/2023</b>	<b>9/30/2023</b>	<b>10/31/2023</b>	<b>11/30/2023</b>	<b>12/31/2023</b>	<b>1/31/2024</b>	<b>2/28/2024</b>	<b>3/31/2024</b>	<b>4/30/2024</b>	<b>5/31/2024</b>	<b>6/30/2024</b>
Petty Cash - General Fund	150.54	150.54	150.54	150.54	150.54	150.54	150.54	150.54				
Cash Register - Billing/Collections	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00				
Petty Cash - Electric Fund	425.00	425.00	425.00	425.00	425.00	425.00	425.00	425.00				
Petty Cash - Water/Sewer Fund	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00				
Petty Cash - Airport Fund	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00				
Cash on Deposit - Southern Bank	398,652.51	892,286.91	393,504.38	620,719.55	1,059,779.16	1,198,417.53	1,398,508.85	704,495.58				
<b>TOTAL CASH ACCOUNTS</b>	<b>400,378.05</b>	<b>894,012.45</b>	<b>395,229.92</b>	<b>622,445.09</b>	<b>1,061,504.70</b>	<b>1,200,143.07</b>	<b>1,400,234.39</b>	<b>706,221.12</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>INVESTMENT ACCOUNTS</b>												
Investment - NCCMT	3,099,349.35	2,225,028.31	2,445,518.26	2,567,659.15	2,690,862.77	2,926,864.87	3,035,164.98	3,155,027.63				
<b>TOTAL INVESTMENT ACCOUNTS</b>	<b>3,099,349.35</b>	<b>2,225,028.31</b>	<b>2,445,518.26</b>	<b>2,567,659.15</b>	<b>2,690,862.77</b>	<b>2,926,864.87</b>	<b>3,035,164.98</b>	<b>3,155,027.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>UTILITY ACCOUNTS</b>												
Cash on Deposit - Southern Bank	33,601.47	31,661.67	33,967.39	30,460.06	28,845.44	30,298.20	30,467.19	30,255.70				
Savings Account - Southern Bank	747,344.59	748,424.39	749,470.84	750,553.71	751,603.14	752,689.09	753,773.64	754,789.63				
<b>TOTAL UTILITY ACCOUNTS</b>	<b>780,946.06</b>	<b>780,086.06</b>	<b>783,438.23</b>	<b>781,013.77</b>	<b>780,448.58</b>	<b>782,987.29</b>	<b>784,240.83</b>	<b>785,045.33</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ALL ACCOUNTS</b>	<b>4,280,673.46</b>	<b>3,899,126.82</b>	<b>3,624,186.41</b>	<b>3,971,118.01</b>	<b>4,532,816.05</b>	<b>4,909,995.23</b>	<b>5,219,640.20</b>	<b>4,646,294.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**EDENTON POLICE DEPARTMENT**

**MONTHLY REPORT**

March 2024

<u>Warrants</u>	2023	2024	% Change
Warrants/Subpoenas Received	58	135	132.76%
Warrants/Subpoenas Served	50	114	128.00%
Town Tickets Issued	7	6	-14.29%
Total Town Ticket Revenue	\$260	\$130	-50.00%
Warning Tickets	83	99	19.28%

<u>Calls Answered and/or Investigated</u>							
	2023	2024	%Change		2023	2024	%Change
Alarms	29	29	0.00%	Buisness Opened	0	0	0.00%
Escorts	16	7	-56.25%	Homes Checked	2	1	-50.00%
Fire Assist	8	9	12.50%	Assist Motorist	44	32	-27.27%
Rescue Assist	0	0	0.00%	Public Drunks	0	0	0.00%
Misc Calls	409	492	20.29%	Auto Accidents	17	18	5.88%
Domestic Calls	14	19	35.71%	Appx Damage Acc	27320	67450	146.89%
Cases Open <i>see below</i>	25	28	12.00%	Personal Injuries	2	2	0.00%
<b>Total Calls</b>	<b>564</b>	<b>635</b>	<b>12.59%</b>				

<u>Breakdown of Cases Opened for Investigation</u>							
	2023	2024	%Change		2023	2024	%Change
B/E or B/E/L	1	0	0.00%	Larceny from M/V	0	0	0.00%
Drug Cases	3	3	0.00%	Domestic Assaults	1	1	0.00%
Larceny	3	3	0.00%	Motor Vehic Theft	0	0	0.00%
Unauthorized Use MV	0	0	0.00%	Injury to Prop	0	1	0.00%
Misc Cases	5	11	120.00%	Other Weapon Violation	0	1	0.00%
Assaults	3	1	0.00%	Assault with Gun	1	0	-100.00%
Vandalism	0	0	0.00%	Concealed Weapon	1	2	0.00%
Arson	0	0	0.00%	Murder/Attempt	0	0	0.00%
Trespassing	0	0	0.00%	Robbery	0	0	0.00%
Shoplifting	0	3	0.00%	Resist Arrest	0	0	0.00%
Fraud/Counterfiet	0	2	0.00%	Sex Offenses	0	0	0.00%
Embezzlement	0	0	0.00%	Forgery/Uttering	0	0	0.00%
<b>Total Cases Assigned</b>	<b>18</b>	<b>28</b>	<b>55.56%</b>	<b>Open Cases to date</b>	<b>10</b>	<b>4</b>	<b>-60.00%</b>
<b>Total Cases Cleared</b>	<b>16</b>	<b>38</b>	<b>137.50%</b>				

<u>Arrests</u>							
	2023	2024	%Change		2023	2024	%Change
Arrests	0	20	0.00%	Traffic Citations	57	88	54.39%

Narrative

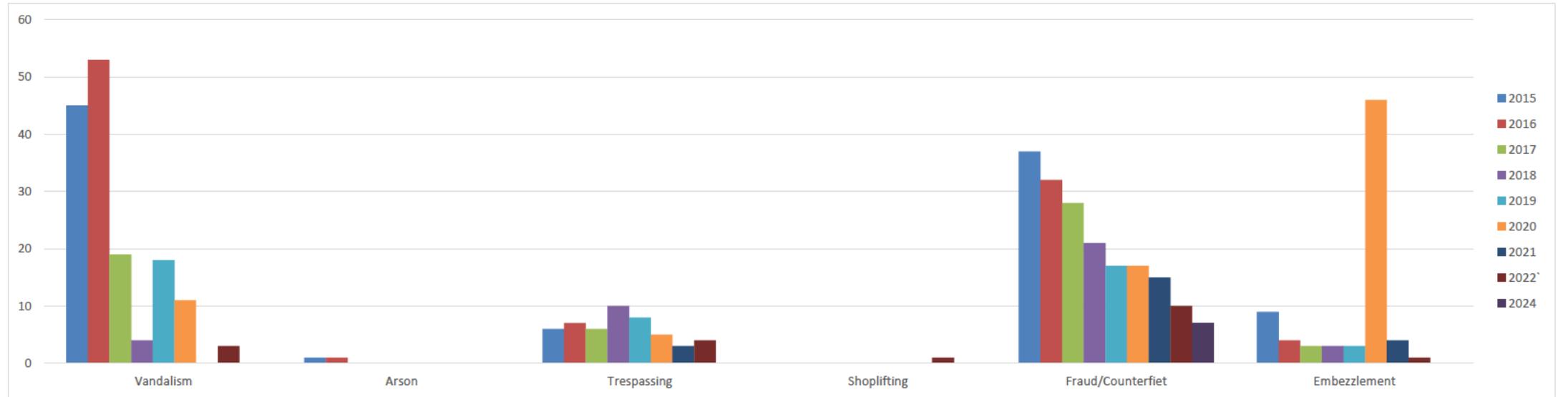
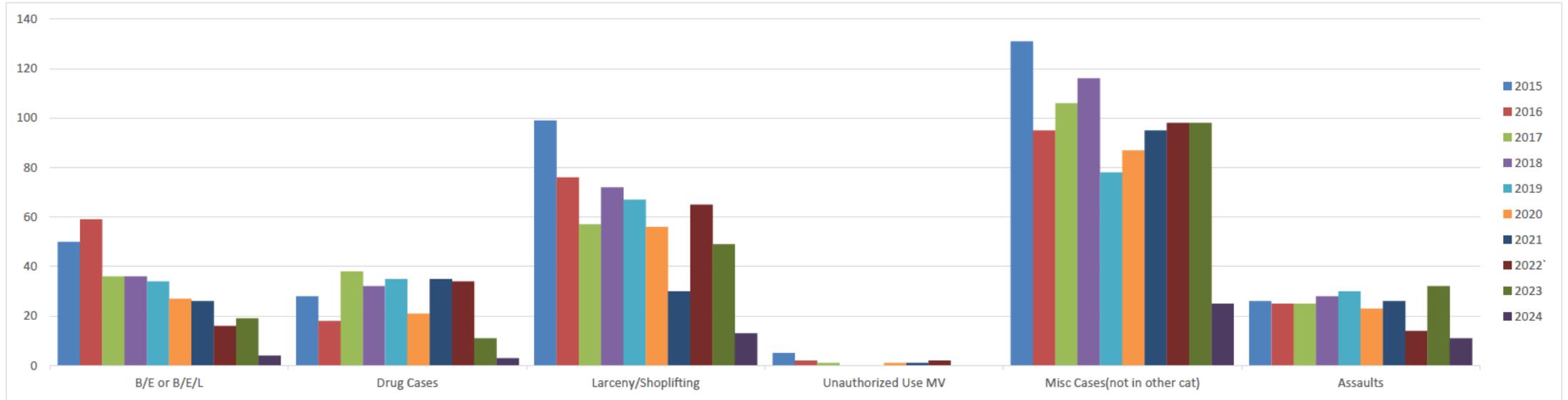
The Edenton Police Department started the month on March 1 in Equature Body Worn Camera training at the Edenton Police Department. The Edenton Police Department hosted a Bola Wrap Re-Certification training on March 5 at the Edenton Police Department. An officer attended Radar Certification training on March 11 at Nash Community College in Rocky Mount, NC. The Edenton Police Department ended the month on March 22 with three police officers participating in a Career Fair held at the Northern Chowan Community Center.

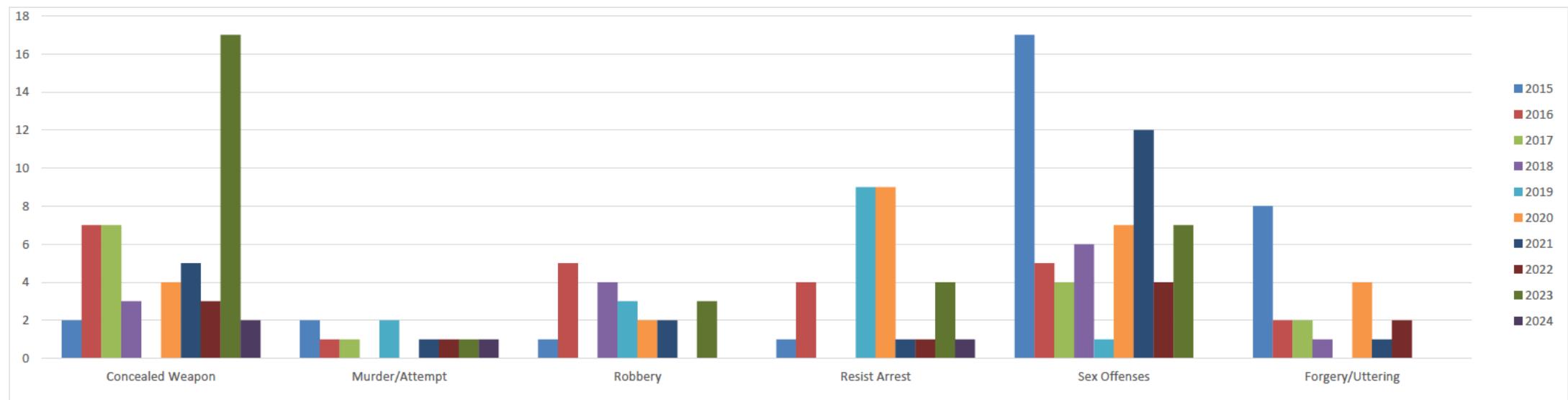
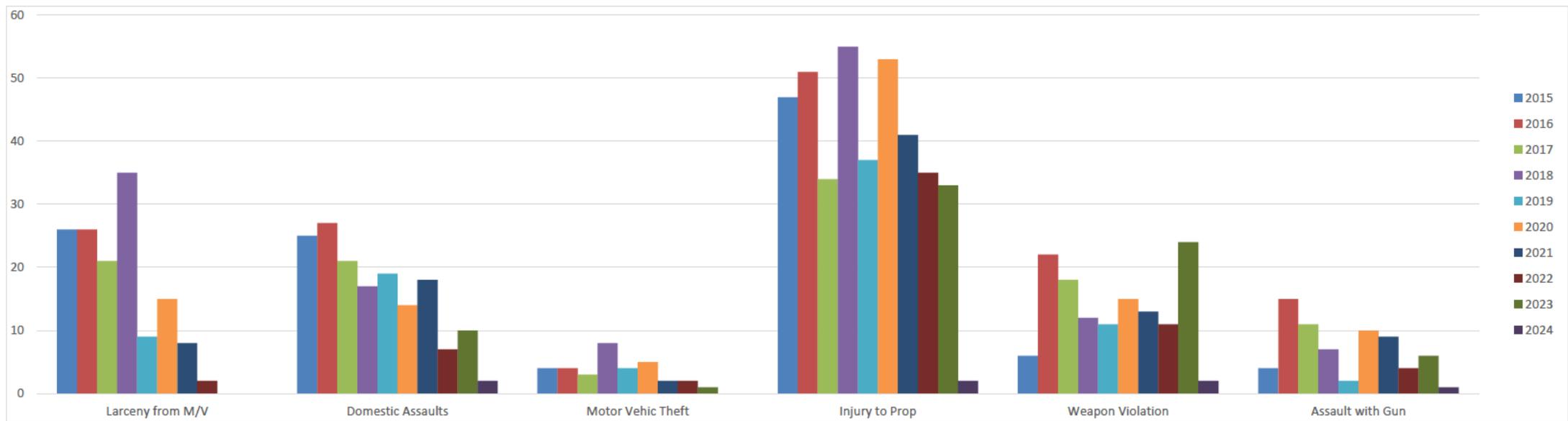
Submitted by Daroyll Brown-Police Captain

**EDENTON POLICE DEPARTMENT  
YEARLY REPORT 2015 to date**

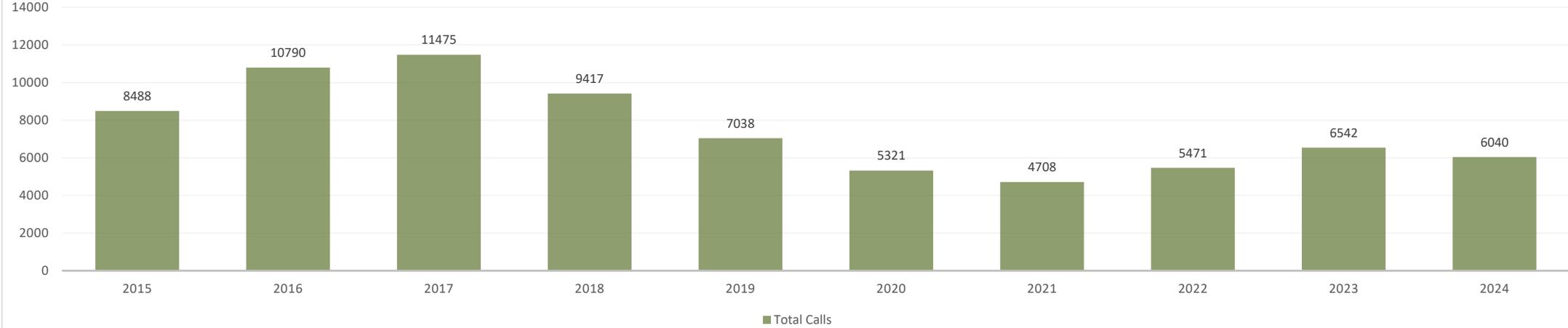
**Year to Date Totals**

<b>Warrants</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>											
Warrants/Subpoenas Received	866	863	784	795	548	629	858	551	827	257											
Warrants/Subpoenas Served	698	768	687	756	752	558	739774	517	768	237											
Town Tickets Issued	698	311	152	53	103	16	27	94	68	9											
Total Town Ticket Revenue	#####	\$11,585	\$3,870	\$1,910	\$3,435	\$530	\$1,190	\$1,750	\$1,280	\$200											
Warning Tickets	451	414	522	462	553	247	386	695	838	181											
											<b>Calls Answered and/or Investigated</b>										
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>		<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Alarms	418	448	472	472	464	404	406	387	408	52	Buisness Opened	48	46	26	25	23	11	26	9	0	0
Escorts	973	1184	1305	1305	920	319	440	154	171	16	Homes Checked	2646	2698	3273	1150	225	36	16	7	49	1
Fire Assist	106	93	110	110	84	92	73	140	82	46	Assist Motorist	656	733	627	686	570	537	629	458	444	95
Rescue Assist	713	671	688	688	618	243	142	82	0	0	Public Drunks	26	25	36	27	11	12	16	7	0	0
Misc Calls	5062	4387	4490	4490	3770	3321	2739	3609	4940	791	Auto Accidents	196	179	175	191	151	135	156	167	179	42
Domestic Calls	338	326	273	273	202	211	260	427	269	5135	Appx Damage Acc	417762	698169	456445	485440	262950	241083	489030	426580	409571	127470
Cases Open <i>see below</i>	580	541	448	448	400	397	347	280	302	60	Personal Injuries	36	32	40	33	18	61	23	36	45	6
<b>Total Calls</b>	<b>8488</b>	<b>10790</b>	<b>11475</b>	<b>9417</b>	<b>7038</b>	<b>5321</b>	<b>4708</b>	<b>5471</b>	<b>6542</b>	<b>6040</b>											
											<b>Breakdown of Cases Opened for Investigation</b>										
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>		<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
B/E or B/E/L	50	59	36	36	34	27	26	16	19	4	Larceny from M/V	26	26	21	35	9	15	8	2	0	0
Drug Cases	28	18	38	32	35	21	35	34	11	3	Domestic Assaults	25	27	21	17	19	14	18	7	10	2
Larceny/Shoplifting	99	76	57	72	67	56	30	65	49	13	Motor Vehic Theft	4	4	3	8	4	5	2	2	1	0
Unauthorized Use MV	5	2	1	0	0	1	1	2	0	0	Injury to Prop	47	51	34	55	37	53	41	35	33	2
Misc Cases(not in other cat)	131	95	106	116	78	87	95	98	98	25	Weapon Violation	6	22	18	12	11	15	13	11	24	2
Assaults	26	25	25	28	30	23	26	14	32	11	Assault with Gun	4	15	11	7	2	10	9	4	6	1
Vandalism	45	53	19	4	18	11	0	3	0	0	Concealed Weapon	2	7	7	3	0	4	5	3	17	2
Arson	1	1	0	0	0	0	0	0	0	0	Murder/Attempt	2	1	1	0	2	0	1	1	1	1
Trespassing	6	7	6	10	8	5	3	4	10	0	Robbery	1	5	0	4	3	2	2	0	3	0
Shoplifting	0	0	0	0	0	0	0	1	0	0	Resist Arrest	1	4	0	0	9	9	1	1	4	1
Fraud/Counterfiet	37	32	28	21	17	17	15	10	11	7	Sex Offenses	17	5	4	6	1	7	12	4	7	0
Embezzlement	9	4	3	3	3	46	4	1	8	0	Forgery/Uttering	8	2	2	1	0	4	1	2	0	0
<b>Total Cases Assinged</b>	<b>580</b>	<b>541</b>	<b>441</b>	<b>#REF!</b>	<b>387</b>	<b>432</b>	<b>348</b>	<b>320</b>	<b>344</b>	<b>74</b>	<b>Open Cases</b>										
<b>Total Cases Cleared</b>											<b>88</b>										
	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>		<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Arrests	299	300	310	273	220	173	240	115	139	48	Traffic Citations	356	543	263	336	320	538	338	291	436	158





### Total Calls



## Edenton Fire Department Monthly Report

March 1 – March 31, 2024

**Town Calls – 19**

**County Calls – 19**

**Commercial Alarms – 6**

**Residential Alarms – 6**

CO Calls – 0

Auto Accidents – 12

Structure Fires – 1

Vehicle Fire – 0

Gas Leak – 1

Good Intent Call – 2

Smoke Scare – 0

Brush Fire/Trash Fire – 6

Powerline / Transformer – 0

Rescue – 1

Public Service – 1

Unauthorized Burning – 0

Electrical Problems – 1

Boat – 0

Smoke Detector & Battery Change Install – 0

EMS Assist – 0

Haz-Mat – 1

Police Dept. Assist – 0

Storm Calls – 0

Crop Fire – 0

9-1-1 Hang Up – 0

### **Training**

March 5 – Paid Staff Training – Worked with Ladder 10 and Stokes Basket Rescue – 10 Members

March 10 – Stabilization University at Johnston Community College – 4 Members

March 21 – In-house Monthly Training – Forcible Entry Training – 18 Members

March 23 – NC RRT1 Training – 1 Member

March 24 – Live Structure Fire Training – 21 Members

**Mutual Aid:** Received: 11 Given: 1

**Town of Edenton  
Department of Public Works**

**Monthly Report  
March 2024**

**To: Honorable Mayor and Council Members**

The landscaping department completed routine cutting and trimming right-of-way's, ditches and downtown areas. Checked and cleaned trash cans downtown, in all the parks and in Beaver Hill. Trimmed suckers and limbed up trees throughout the town. Cleaned Hollowell Park. Blew off the sidewalks downtown, both parking lots in Colonial Park and both parking lots on Eden St. Cleaned up trash at the on/off ramps. Refilled dog waste bag stations. Reattached the flag holder on the Cannon Strip. Checked storm drains and picked up yard debris. Trimmed trees around town. Picked up fallen limbs and leaves in the African American Cemetery and picked up fallen limbs in all the parks. Weeded the flower bed at EVM Park. Weeded flower beds at the U-turn and install new mulch. Cut the Sunshine Ligustrums back with a rejuvenating cut. Cut and Trimmed the Eden street parking lot. Pressure wash breakwater. Install new Tree City USA sign. Sprayed weed killer on right of way and curb and gutter. Trimmed the Arbor Day trees on E. Carteret.

The water department performed daily water plant checks, system chlorine checks weekly, collected upstream and downstream PH samples, collected PH and chlorine samples collected twice a month. Took WET test samples, TSR samples, Effluent samples, Cl2 and Bac-T samples. Worked on the daily leak report to notify customers of possible leaks and install door hangers... Cleaned water plants. Completed daily checks of the water plants and wells. Completed MOR reports. Finished the Local Water Supply Plan and Consumer Confidence Reports for the state. Flushed hydrants. Read inactive meters and completed re-reads. Updated Utility Cloud with the new additions to the WTP. Changed out meter boxes. Installed new antennas.

In the sewage treatment plant took monthly effluent samples. Completed daily PH samples, total chlorine residual samples and monthly fecal samples. Changed fields and spray effluent, pulled and clean the influent and effluent baskets. Cleaned strainer behind pumps. Checked spray heads. Fixed leak in field #42. Attended the monthly construction meeting on updating the WWTP renovations. Picked up litter on Hickory Fork Rd. and Macedonia Rd. Changed out chlorine tanks, went out on the float to clean grease out of the lagoon and off the aerators. Cleaned up around influent and effluent box. Repaired CL2 vacuum feed system and changed CL2 tanks.

The water/sewer department completed numerous utility locates throughout town, numerous water shut off/on. Installed five new ARV on sewer force main from the middle school. Completed 10% sewer cleaning required by the state. Changed out the one inch meter at council chambers. Repaired leaking manholes to prevent I & I. Dye tested Jackson dairy sewer line. Repaired broken manholes in Industrial park, weekly check of lift stations. Replaced 2-inch meter at transfer station. Installed a new water and sewer tap at 804 West Queen street. Attended

Chemical Spill training. Installed new water valve on East King street. Cleaned and preform weekly maintenance on lift stations.

The street department cleaned storm drain boxes around town. Swept daily zones with street sweeper. Inspected drain boxes. Mowed with side mount. Rebuilt drain box on East Freemason. Hauled millings to the airport. Filled potholes in at the airport. Extend curve for driveway on West Eden. Asphalt repair on numerous utility cuts. Repaired storm drain sink hole behind the toning mill. Cleaned outfall ditches. Assisted DOT with pothole repairs on HWY 32 and HWY 17 exist ramps. Clean street signs and waypoint signs. Cleaned trash out of outfall ditches on Badham road. Installed new drain box on Paxton lane, due to standing water. Installed 160 feet on 8-inch drain pipe and storm grate on cypress drive. Repaired trip hazard at colonial park. Patch utility cuts on Granville street so barn hill can start paving. Working on a sidewalk assessment with precision sidewalks.

The sanitation department completes weekly trash routes on the east and west side (Mon, Fri). Emptied dumpsters for customers (Tues, Thurs). Delivered several trash carts and recycle carts to customers throughout the town. Picked up yard waste (Thurs & Fri.). Operate the leaf machine weekly. Checked dumpsters for any repair work (odor, rust, paint) Maintenance at the yard debris landfill. Completed temperature readings at the yard waste site for grass piles. Cleaned the transfer station. Weekly special collections pickup. Clean trash trucks. Clean transfer station. Clean transfer lift station.

The office completed a NCLM safety inspection and has started working on the budget for year 2024-2025. Completed a monthly safety meeting for all PW employees on herbicide spraying. Assist numerous customers with called in complaints and work request. Line up the Trolley, the new vac truck and trash truck for vehicle day on April 23<sup>rd</sup>. Assisted the old Gorman's building with a camera to look inside a possible old oil tank underground.

David Myers,  
Director of Public Works