

**MINUTES OF THE EASTOVER SANITARY DISTRICT**  
**June 18, 2013**  
**Special Meeting**

Vice Chairman Liz Reeser called the regular meeting of the Eastover Sanitary District to order on Tuesday, June 18, 2013 at 5:30 p.m.

**BOARD MEMBERS PRESENT**

Vice Chairman Liz Reeser, Secretary Helen Crumpler

**BOARD MEMBER ABSENT**

Chairman Morgan Johnson

**STAFF PRESENT**

District Manager Connie Spell, Attorney John Jackson, Bob Tucker County Finance, David Strum Envirolink, Roy Lowder.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

The invocation was rendered by District Manager Connie Spell, followed by the Pledge of Allegiance.

**1. APPROVAL OF AGENDA – ADDITIONS OR DELETIONS**

*Motion was made by Crumpler, seconded by Reeser and carried unanimously to approve the agenda as presented.*

**2. PUBLIC HEARINGS**

Vice Chairman Reeser opened the Public Hearing to receive comments on the proposed budget.

There were no public comments.

*Motion was made by Crumpler, seconded by Reeser and carried unanimously to close Public Hearing.*

**3. PUBLIC FORUM – None**

**4. APPROVAL OF CONSENT AGENDA**

*Motion was made by Crumpler, seconded by Reeser and carried unanimously to approve the following consent agenda as presented:*

- a. Minutes of the May 23, 2013 Special Meeting/Budget Workshop and May 28, 2013 Regular Meeting.

- b. Approval of the Budget Revision No. M13-367

*(A copy of Budget Revision No. M13-367 is hereby attached as Exhibit "A" and part of the official minutes)*

- c. Approval of the Financial Statement ending May 31, 2013

**5. NEW BUSINESS/DISCUSSION ITEMS**

- a. Approval of the FY 2013-2014 Budget Ordinance and Fee Schedule

The Manager stated the proposed budget was officially presented to the Board on May 28, 2013.

*Motion was made by Reeser, seconded by Crumpler and carried unanimously to approve the following Budget Ordinance and Fee Schedule for fiscal year beginning July 1, 2013, ending June 30, 2014*

**EASTOVER SANITARY DISTRICT  
BUDGET ORDINANCE  
FISCAL YEAR 2013-2014**

**BE IT ORDAINED** by the Governing Board of the Eastover Sanitary District, North Carolina:

**Section 1:** The following amounts are hereby appropriated in the General Fund for the operation of the water and sewer activities for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Administration	246,639
Operations & Maintenance	405,481
Bulk Water Purchase	250,000
Bulk Sewer Purchase	80,000
Transfer to Debt Service Fund	785,273
Reserves for Tank Maintenance	10,000
Contingencies	48,435
<b>Total Appropriations</b>	<b>1,825,828</b>

**Section 2:** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Water Sales & Availability Fee	1,436,196
Sewer Sales & Availability Fee	299,710
Taps Fees water/sewer	23,000
Reconnect Fees/Late Fees	20,000
Interest on Investments	200
Application Fees/Transfer Fees	22,500

Miscellaneous	200
Sewer FIF	1920
Transfer from 020	22,102
<b>Total Revenues</b>	<b>1,825,828</b>

**Section 3:** The following amounts are hereby appropriated in the Debt Service Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014 in accordance with the chart of accounts heretofore approved for the District:

Debt Service Reserve	31,707
2011 USDA Loan	322,463
Cumberland County Loan	22,069
2002 USDA Loan	217,034
City of Dunn Loan	192,000
<b>Total Appropriations</b>	<b>785,273</b>

**Section 4:** It is estimated that the following revenues will be available in the Debt Service Fund for the fiscal year beginning July 1, 2013, and ending June 30, 2014:

Transfer from ESD General Fund	785,273
<b>Total Revenues</b>	<b>785,273</b>

**Section 5:** The District Manager and or Finance Officer are hereby authorized to transfer appropriations as contained herein under the following conditions:

a. Transfers between line items expenditures within a department without limitation and without a report being required. These changes must not result in increases in recurring obligations such as salaries.

**Section 6:** Fees and Charges: There is hereby established, for Fiscal Year 2013-2014 various fees and charges as contained in the attached Fee Schedule.

**Section 7:** Encumbrances outstanding in the current fiscal year will be included in the Fiscal Year 2013-2014 budget.

**Section 8:** All unexpended grants and other Capital Project Funds previously approved and budgeted shall be carried forward to the Fiscal Year 2013-2014.

**Section 9:** Copies of this Budget Ordinance shall be furnished to the District Manager and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

**THIS ORDINANCE** Adopted this 18<sup>th</sup> day of June, 2013.

**EASTOVER SANITARY DISTRICT  
RATE & FEE SCHEDULE  
FY 2013-2014  
Effective July 1, 2013**

**WATER RATES**

<b>Residential &amp; Non-Residential Customers</b>	
Availability Fee/Flat Fee	\$20.00
Basic Facility Charge – 1” meter and smaller	\$11.00
Basic Facility Charge – 1 ½” meter	\$30.00
Basic Facility Charge – 2” meter	\$40.00
Basic Facility Charge – 3” meter	\$70.00
0 – 2000 gal	\$3.19 /1000 gallons
2001-5000 gal	\$3.79 /1000 gallons
5001 and over	\$5.19/1000 gallons

*The monthly water rate shall be the sum of the flat rate, the basic facilities charge (based upon water meter size) and the usage charge.*

**SEWER RATES**

<b>Residential &amp; Non-Residential Sewer Service</b>	<b>Monthly Charge</b>
Availability Fee/Flat rate	\$13.48
Basic Facilities Charge (based upon water meter size)	
5/8”	\$9.28
1”	\$14.22
1 ½”	\$25.52
2”	\$39.64
3”	\$72.83
4”	\$120.15
Usage Charge	\$7.06 /mgal
Sewer Flat rate	\$44.58
Customers connected to sewer only and no measuring device is available.	

*The monthly sewer rate shall be the sum of the flat rate, the basic facilities charge (based upon water meter size) and the usage charge.*

**FEE SCHEDULE**

<b>Fee to Establish Service</b>	
Application Fee – Water/Sewer	\$125.00
<b>Fee charged to all customers to establish service – Residential Renters &amp; Homeowners, and Non-residential</b>	
Transfer Fee	\$20.00
Fee charged for existing customer moving to another location within District	
Late Fee	5% or \$5.00
Fee applied when customer has not paid monthly bill by due date (whichever is greater)	
Re-Connection Fee -Monday – Friday	\$30.00
Due to Non-payment	
Re-Connection Fee – after hours	\$60.00
Tampering Fee	Up to \$500
Return Check/Bank Draft Fee	\$25.00
Fee charged when checks are returned, automatic drafts are rejected	

### WATER TAP FEES

¾ inch tap fee	\$1,750.00
1 inch tap fee	\$2,000.00
2 inch & larger	ESD to quote cost
Split Tap –irrigation	\$1,300.00

### SEWER TAP FEES

4-inch (direct tap to main)	\$2,090
Sewer taps larger than 4-inch & taps that require a bore	ESD to quote cost

### SEWER FACILITY INVESTMENT FEES (FIF)

FIFs are fees imposed by ESD on new users connecting to the Sewer systems which represent pro rata share of the costs of the systems which are attributable to the increased demand such additional connections create upon the system. FIFs are in addition to the Sewer Tap Fee.

Water Meter Size (or equivalent water meter size for sewer only)	FIF
5/8"	\$640.00
1"	\$1,600.00
1 ½ "	\$3,200.00
2"	\$5,120.00
FIFs for water meter sizes 3" or larger (or for sewer only customers, equivalent water meter size) shall be determined by an engineering estimate.	

### ENGINEER REVIEW FEES

Reimbursement of costs incurred by ESD for the District's Consulting Engineer to review and provide comments/recommendations on development plans, including, but not limited to (1) Review of site and subdivision plans (whether preliminary or construction plans), (2) Attendance at meetings and (3) Special projects as required. Reimbursement of actual costs plus 15% administrative costs will be due upon invoice.

#### b. Envirolink's report

Envirolink presented a written Activity Report for the month ending May 2013.

*(A copy of the Monthly Activity Report – May 2013 is hereby attached as Exhibit "B" and part of the official minutes).*

### 6. ADJOURNMENT

With no further business, the meeting was adjourned at 5:40 p.m.

Prepared by:

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Liz Reeser, Vice Chairman

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Jill Weatherly, Clerk to the Board