

**THE ERWIN BOARD OF COMMISSIONERS  
FEBRUARY, 2021 REGULAR MEETING  
THURSDAY, FEBRUARY 4, 2021 @ 7:00 P.M.  
ERWIN COMMUNITY BUILDING**

**AGENDA**

**1. MEETING CALLED TO ORDER**

- A. INVOCATION
- B. PLEDGE OF ALLEGIANCE

**2. AGENDA ADJUSTMENTS /APPROVAL OF AGENDA**

**3. CONSENT (Page 2)**

*All items on Consent Agendas are considered routine, to be enacted on one motion without discussion. If a Board member or citizen request discussion of an item, the item will be removed from the consent Agenda and considered under New Business.*

- A. Minutes of Regular Meeting on January 7, 2021 **(Page 2)**
- B. Financial Report for December 2020 **(Page 8)**

**4. NEW BUSINESS**

- A. Inter-local Library Agreement **(Page 10)**
- B. Current Fiscal Year Budget Update **(Page 17)**

**5. MANAGER'S REPORT**

**6. ATTORNEY'S REPORT**

**7. GOVERNING BODY COMMENTS**

**8. PUBLIC COMMENT**

*Each speaker is asked to limit comments to 3 minutes, and the requested total comment period will be 15 minutes or less. Citizens should sign up prior to the start of the meeting. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Thank you for your consideration of the Town Board, staff and other speakers. §160A-81.1*

**9. ADJOURNMENT**

**ERWIN BOARD OF COMMISSIONERS**

**REGULAR MINUTES**

**JANUARY 7, 2021**

**ERWIN, NORTH CAROLINA**

The Board of Commissioners for the Town of Erwin with Mayor Patsy Carson presiding, held its Regular Meeting in the Erwin Community Building on Thursday, January 7, 2021 at 7:00 P.M. in Erwin, North Carolina.

Board Members present were: Mayor Patsy Carson and Commissioners William Turnage, Alvester McKoy, Ricky Blackman, Thurman Whitman and Melinda Alvarado.

Board Member absent was: Commissioner Randy Baker.

Town Manager Snow Bowden and Town Clerk Lauren Evans were present.

Town Attorney Tim Morris was present.

Mayor Patsy Carson called the meeting to order at 7:00 P.M.

Commissioner Alvester McKoy gave the invocation.

Town Clerk Lauren Evans led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Commissioner Blackman made a motion to approve the agenda and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

**CONSENT**

Commissioner McKoy made a motion to approve **(ITEM A)** Minutes of Regular Meeting on December 3, 2020, **(ITEM B)** Financial Report for November 2020 and was seconded by Commissioner Blackman. **The Board voted unanimously.**

**PUBLIC HEARING**

Commissioner Turnage made a motion to go into a Public Hearing at 7:04 P.M. and was seconded by Commissioner Whitman. **The Board voted unanimously.**

**MINUTES CONTINUED FROM JANUARY 7, 2021**

**CU-2020-002**

Mayor Patsy Carson asked if anyone present would like to speak in favor of the request.

Applicant, Paul Parker, came forward and was sworn in by the Town Clerk Lauren Evans.

Mr. Parker stated the cell tower would meet an essential need for the Town of Erwin and asked the Board to please consider approving the request.

Commissioner Turnage asked if Mr. Parker had figured out the path to access the property.

Mr. Parker states he did figure it out and had the plans with him if the Board would like to see them.

The Board had no further questions for Mr. Parker.

Mayor Patsy Carson asked if anyone present would like to speak against the request.

No one came forward.

Commissioner Turnage made a motion to close the public hearing at 7:09 PM and was seconded by Commissioner Blackman. **The Board voted unanimously.**

Commissioner Blackman made a motion that the use requested is listed among the conditional uses in the district for which application is made and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Alvarado made a motion that the requested use is essential or desirable to the public convenience or welfare and was seconded by Commissioner Whitman. **The Board voted unanimously.**

Commissioner McKoy made a motion that the requested use will not impair the integrity or character of the surrounding or adjoining districts, nor be detrimental to the health, morals, or welfare and was seconded by Commissioner Turnage. **The Board voted unanimously.**

Commissioner Blackman made a motion that the requested use will be in conformity with the Land Development Plan and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Alvarado made a motion that adequate utilities, access roads, drainage, sanitation and/or other necessary facilities have been or are being provided and was seconded by Commissioner Blackman. **The Board voted unanimously.**

Commissioner Blackman made a motion that adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and was seconded by Commissioner McKoy. **The Board voted unanimously.**

## **MINUTES CONTINUED FROM JANUARY 7, 2021**

Commissioner McKoy made a motion that the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Commissioners pursuant to the recommendations of the Planning Board and was seconded by Commissioner Blackman. **The Board voted unanimously.**

Commissioner Blackman made a motion to recommend that the proposed conditional use application meets all the Findings of Fact in the Affirmative and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Alvarado made a motion that the proposed amendment is consistent with those documents that constitute the officially adopted land development plan and other applicable plans and was seconded by Commissioner Blackman. **The Board voted unanimously.**

Commissioner Blackman made a motion to recommend approval of CU-2020-02 to place a cell tower on a vacant parcel off of Red Hill Church Road with corresponding Harnett County PIN #1507-15-5729.000 and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Alvarado made a motion to go back into Public Hearing at 7:15 PM and was seconded by Commissioner Blackman. **The Board voted unanimously.**

### **ZT-2020-01**

Mayor Patsy Carson asked if anyone present would like to speak in favor of the request.

Applicant, Carolyn Dorman, came forward and was sworn in by the Town Clerk Lauren Evans.

Ms. Dorman asked the Board to please consider approving the request.

The Board had no questions for Ms. Dorman.

Mayor Patsy Carson asked if anyone present would like to speak against the request.

No one came forward.

Commissioner McKoy made a motion to close the public hearing at 7:17 PM and was seconded by Commissioner Turnage. **The Board voted unanimously.**

Commissioner Blackman made a motion to recommend approval of the rezoning request ZT-2020-01 to have the parcel rezoned from B-2 to R-6 and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

Commissioner Alvarado made a motion to go back into Public Hearing at 7:18 PM and was seconded by Commissioner McKoy. **The Board voted unanimously.**

**MINUTES CONTINUED FROM JANUARY 7, 2021**

**ZT-2020-02**

Town Manager Snow Bowden informed the Board that the Applicant was not able to make it to the Public Hearing due to having to quarantine for Covid-19 but the applicant was available by phone if the Board had any questions.

Mayor Patsy Carson asked if anyone present would like to speak in favor of the request.

No one came forward.

Mayor Patsy Carson asked if anyone present would like to speak against the request.

No one came forward.

Commissioner Turnage made a motion to close the public hearing at 7:20 PM and was seconded by Commissioner Blackman. **The Board voted unanimously.**

Commissioner Alvarado made a motion to recommend approval of the rezoning request ZT-2020-02 to have the parcel off of Morgan Street rezoned from B-2 to R-6 and was seconded by Commissioner Whitman. **The Board voted unanimously**

Commissioner Mckoy made a motion to go back into Public Hearing at 7:21 PM and was seconded by Commissioner Blackman. **The Board voted unanimously.**

**ZT-2020-03**

Mayor Patsy Carson asked if anyone present would like to speak in favor of the request.

Applicant, Freddie Faircloth, came forward and was sworn in by the Town Clerk Lauren Evans.

Mr. Faircloth asked the Board to please consider approving the request as it was important to him.

The Board had no questions for Mr. Faircloth.

Mayor Patsy Carson asked if anyone present would like to speak against the request.

No one came forward.

Commissioner Turnage made a motion to close the public hearing at 7:23 PM and was seconded by Commissioner Blackman. **The Board voted unanimously.**

Commissioner Blackman made a motion to recommend approval of the rezoning request ZT-2020-02 to have the parcel rezoned from RD to M-1-CD and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

## MINUTES CONTINUED FROM JANUARY 7, 2021

### NEW BUSINESS

#### **RESOLUTION- ADOPTING CAPE FEAR REGIONAL HAZARD MITIGATION PLAN**

Town Attorney Tim Morris stated he felt the Resolution was good and has been preapproved.

Town Manager Snow Bowden stated he felt comfortable with the Resolution.

Commissioner Blackman made a motion to approve adopting Cape Fear Regional Hazard Mitigation Plan and was seconded by Commissioner Alvarado. **The Board voted unanimously.**

#### **BUDGET AMENDMENT REQUESTS**

Commissioner Alvarado made a motion to approve requested Budget Amendments and was seconded by Commissioner Blackman. **The Board voted unanimously.**

### MANAGER'S REPORT

Town Manager Snow Bowden informed the Board that at the next scheduled Board Meeting in February he plans to present some updated budget number to the Board. He stated the numbers are better than he originally projected them to be.

Town Manger Snow Bowden also informed the Board that the Auditors came a few weeks ago so the Board should be hearing from them soon.

### GOVERNING BOARD COMMENTS

Commissioner McKoy welcomed the new Town Clerk Lauren Evans. He thanked God for taking care of Commissioner Turnage during his surgery. He gave a heartfelt apology to Commissioner Blackman on the loss of his mother. He asked that everyone pray for our Nation and everyone who has lost their loved ones to this terrible virus. He stated he is keeping Commissioner Baker in his prayers for the loss of his Mother in Law. He expressed his gratitude to Tim Morris for being the Town Attorney.

Commissioner Turnage stated there a good things going on in the Town of Erwin right now. He states people are cleaning things up and he is happy about that. He states there is a nice big house being built in Chicora.

**MINUTES CONTINUED FROM JANUARY 7, 2021**

Mayor Patsy Carson states she noticed the “Coming Soon” sign on Denim Road. Members of the Board informed it was a possible florist shop but the Town has not been made aware at this time.

**PUBLIC COMMENT**

Town Manager Snow Bowden states the Town did not receive any Public Comment.

**ADJOURNMENT**

Commissioner Turnage made a motion to adjourn at 7:32 P.M. and was seconded by Commissioner Thurman. **The Board voted unanimously.**

**MINUTES RECORDED AND TYPED BY**

**LAUREN EVANS TOWN CLERK**

**ATTEST:**

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**Patsy M. Carson**

**Mayor**

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**Lauren Evans**

**Town Clerk**

TOWN OF ERWIN  
 FINANCIAL SUMMARY REPORT  
 FOR MONTH OF December 2020



	ANNUAL		December '20		ACTUAL		Y-T-D %	
	BUDGET	ACTIVITY	ACTIVITY	TO DATE	TO DATE	COLLECTED		
<b>Revenues</b>								
CURRENT YEAR LEVY OF PROPERTY TAXES	1,091,334.00	369,166.00	577,625.00	52.93%				
CURRENT YEAR MOTOR VEHICLE TAXES	174,370.00	10,479.00	87,177.00	50.00%				
PRIOR YEAR TAXES / Penalties & Interest	10,000.00	2,170.00	21,859.00	218.59%				
UTILITIES FRANCHISE TAXES	198,000.00	54,081.00	93,818.00	47.38%				
ENTRY FEES	18,000.00	0.00	0.00	0.00%				
SALES & USE TAX	585,000.00	61,150.00	383,707.00	65.59%				
ZONING PERMITS/APPLICATIONS	5,000.00	675.00	5,195.00	103.90%				
REFUSE COLLECTIONS FEES	403,698.00	35,439.00	209,393.00	51.87%				
STORM WATER COLLECTION	69,930.00	4,623.00	29,458.00	42.12%				
ALL OTHER REVENUES	751,383.00	144,558.00	574,093.00	76.40%				
<b>Total Revenues</b>	<b>3,306,715.00</b>	<b>682,341.00</b>	<b>1,982,325.00</b>	<b>59.95%</b>				
<b>Expenses</b>								
GOVERNING BODY	42,072.00	2,050.00	11,393.00	27.06%				
ADMINISTRATION	305,434.00	21,871.00	126,504.00	41.42%				
NON-DEPARTMENTAL	284,249.00	21,121.00	170,559.00	60.00%				
PLANNING & INSPECTIONS	109,072.00	3,619.00	21,409.00	19.63%				
POWELL BILL-STREETS	182,000.00	5,500.00	10,500.00	5.77%				
POLICE	820,869.00	65,204.00	395,145.00	48.14%				
POLICE-SRO	116,840.00	5,226.00	46,253.00	39.59%				
CONTRACT SERVICES-FIRE	235,767.00	88,592.00	125,854.00	53.36%				
PUBLIC WORKS-ADMIN.	102,552.00	8,948.00	52,660.00	51.35%				
PUBLIC WORKS-STREETS	375,411.00	23,079.00	123,072.00	32.78%				
PUBLIC WORKS-SANITATION	323,790.00	30,113.00	149,067.00	46.04%				
PUBLIC WORKS-STORM WATER	15,000.00	0.00	1,769.00	11.79%				
RECREATION	320,004.00	23,745.00	126,337.00	39.48%				
LIBRARY	67,155.00	5,224.00	28,901.00	43.04%				
COMMUNITY CENTER	6,500.00	7,836.00	9,361.00	144.02%				
<b>Total Expenses</b>	<b>3,306,715.00</b>	<b>312,128.00</b>	<b>1,398,784.00</b>	<b>42.30%</b>				
<b>Y-T-D GENERAL FUND BALANCE INCREASE (DECREASE)</b>		<b>370,213.00</b>	<b>583,541.00</b>					

BANK BALANCES AS OF December 31, 2020		
CASH MANAGEMENT		1,510,058.91
BB&T CASH IN BANK	*	587,644.61
FIRST FEDERAL BUSINESS MONEY MARKET		136,336.06
FIRST FEDERAL MONEY MARKET		855,737.53
<b>Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS</b>		<b>3,089,777.11</b>
BB&T STATE FORFEITURE		3,691.32
BB & T CAPITAL RESERVE/COMM ENHANCEMENT		176,022.84
FIRST FEDERAL CAP. RESERVE/GENERAL		2,346,559.89
BB&T HEALTH RESERVE HRA ACCT.		11,172.43
PRIEBE FIELD ACCT.		9,227.94
AL WOODALL PARK IMPROVEMENTS		343,581.41
<b>Y-T-D INVESTMENT BALANCE RESTRICTED FUNDS</b>		<b>2,890,255.93</b>
<b>CUMULATIVE BALANCE FOR TOWN OF ERWIN</b>		<b>5,980,033.04</b>

POWELL BILL BALANCE  
**449,427.35**



**Town Of Erwin**  
**Financial Summary Report**  
**YTD Comparison of December FY 2019 & FY 2020**



	YTD		DIFFERENCE
	Dec 2020	Dec 2019	
<b>Revenues</b>			
CURRENT YEAR LEVY OF PROPERTY TAXES	577,625.00	532,724.13	44,900.87
CURRENT YEAR MOTOR VEHICLE TAXES	87,177.00	64,790.05	22,386.95
PRIOR YEAR TAXES / Penalties & Interest	21,859.00	9,564.40	12,304.60
UTILITIES FRANCHISE TAXES	93,818.00	97,666.69	(3,848.69)
ENTRY FEES	0.00	11,421.00	(11,421.00)
SALES & USE TAX	383,707.00	362,281.02	21,425.98
ZONING PERMITS/APPLICATIONS	5,195.00	4,855.75	339.25
REFUSE COLLECTIONS FEES	209,393.00	187,104.06	22,288.94
STORM WATER COLLECTION	29,458.00	27,927.50	1,530.50
ALL OTHER REVENUES	574,093.00	697,704.16	(123,611.16)
<b>Total Revenues</b>	<b>\$ 1,982,325.00</b>	<b>\$ 1,986,028.76</b>	<b>(3,703.76)</b>

	YTD		DIFFERENCE
	Dec 2020	Dec 2019	
<b>Expenses</b>			
GOVERNING BODY	11,393.00	16,315.32	(6,922.32)
ADMINISTRATION	126,504.00	151,096.17	(24,592.17)
NON-DEPARTMENTAL	170,559.00	197,058.14	(26,499.14)
PLANNING & INSPECTIONS	21,409.00	19,316.42	2,092.58
POWELL BILL-STREETS	10,500.00	34,347.91	(23,847.91)
POLICE	395,145.00	381,738.95	13,406.05
POLICE-SRO	46,253.00	56,588.52	(10,335.52)
CONTRACT SERVICES-FIRE	125,854.00	34,457.03	91,396.97
PUBLIC WORKS-ADMIN	52,660.00	51,210.43	1,449.57
PUBLIC WORKS-STREETS	123,072.00	497,529.73	(374,457.73)
PUBLIC WORKS-SANITATION	149,067.00	150,247.08	(1,180.08)
PUBLIC WORKS-STORM WATER	1,769.00	873.82	895.18
RECREATION	126,337.00	147,842.87	(21,505.87)
LIBRARY	28,901.00	26,433.12	2,467.88
COMMUNITY CENTER	9,361.00	4,888.86	4,471.14
<b>Total Expenses</b>	<b>1,368,784.00</b>	<b>1,771,945.37</b>	<b>(373,161.37)</b>

<b>YTD General Fund Balance Increase (Decrease)</b>	583,541.00	224,083.39	359,457.61
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	YTD		YTD
	December 2020	December 2019	
<b>BANK ACCOUNT BALANCES</b>			
CASH MANAGEMENT	1,510,058.91	865,505.12	644,553.79
BB&T CASH IN BANK	587,644.61	370,898.06	216,746.55
FIRST FEDERAL BUSINESS MONEY MARKET	136,336.06	135,696.79	639.27
FIRST FEDERAL MONEY MARKET	855,737.53	854,023.08	1,714.45
<b>Y-T-D INVESTMENT BALANCE IN GENERAL FUND ACCOUNTS</b>	<b>\$ 3,089,777.11</b>	<b>\$ 2,246,123.05</b>	<b>\$ 843,654.06</b>
BB&T STATE FORFEITURE	3,891.32	1,593.97	2,297.35
BB & T CAPITAL RESERVE/COMM ENHANCEMENT	176,022.94	150,714.73	25,308.21
FIRST FEDERAL CAP. RESERVE/GENERAL	2,346,559.89	3,021,032.28	(674,472.39)
BB&T HEALTH RESERVE HRA ACCT.	11,172.43	19,125.88	(7,953.45)
PRIEBE FIELD ACCT.	9,227.94	10,776.72	(1,548.78)
AL WOODDALL PARK IMPROVEMENTS	343,581.41		343,581.41
<b>Y-T-D BALANCE RESTRICTED FUNDS</b>	<b>\$ 2,890,255.98</b>	<b>\$ 3,203,233.58</b>	<b>(312,977.60)</b>
<b>CUMULATIVE BALANCE FOR TOWN OF ERWIN</b>	<b>\$ 5,980,033.04</b>	<b>\$ 5,449,356.63</b>	<b>\$ 530,676.41</b>

# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

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To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: February 4, 2021

Subject: Inter-local Library Agreement

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This is an inter-local agreement between the Town of Erwin and Harnett County for the Erwin Public Library. This allows our Library to be a part of the Harnett County System and be able to benefit from all of those services such as NC Cardinal.

#### Attachments:

- Inter-local agreement between the Town of Erwin and Harnett County

#### Action Recommended

- Approve agreement

STATE OF NORTH CAROLINA

AGREEMENT

COUNTY OF HARNETT

THIS INTERLOCAL LIBRARY AGREEMENT (hereinafter “Agreement”) is made pursuant to North Carolina General Statutes Section 153A-270 and entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between the County of Harnett, a body politic, organized and existing under the laws of the State of North Carolina (hereinafter referred to as “County”), and the Town of Erwin.

WITNESSETH

WHEREAS, County maintains and operates the Harnett County Library System (hereinafter referred to as “Library System”) pursuant to Chapter 153A, Article 14 of the North Carolina General Statutes to provide library service to the residents of Harnett County, and appoints the Board of Trustees of the Harnett County Library System to formulate and recommend programs, policies and regulations for the government of Library System and to otherwise advise the Harnett County Board of Commissioners on library matters

NOW THEREFORE, for and in consideration of the mutual covenants and promises hereinafter set forth, and pursuant to resolutions duly adopted by governing boards and in compliance with the North Carolina Administrative Code and the North Carolina General Statutes, the Town of Erwin renews their commitment to the Harnett County Library System based upon the terms set forth below in the Agreement.

II. Purpose:

This agreement is to perpetuate excellent library and information services to the residents of the areas included within the jurisdictions of the aforementioned government body through their collaborative and collective efforts under the legal authority of the North Carolina General Statutes and North Carolina Administrative Code by defining the financial, property and operational appropriations and supervision of the Library System.

III. Board of Trustees:

Pursuant to the direction of the County of Harnett Board of Commissioners, the Harnett County Library System Board of Trustees shall be the governing body of the Library System. There shall be Eleven (11) members of the Board, with one (1) appointed from each Member. The remaining members shall be at large seats representing other areas of Harnett County and as many ex-officio County Commissioner seats as deemed appropriate by the Board of County Commissioners. Appointments are for staggered terms and Board members shall serve no more than two (2) consecutive three year terms. No Board Member shall serve more than six consecutive years. The Harnett County Library System Board of Trustees Library Policies and Procedures shall supersede local policy and procedure. The following powers and duties are delegated to The Harnett County Library System Board of Trustees:

- i. To adopt bylaws and rules for its own governance.
- ii. To recommend to the Board of County Commissioners policies for the administration and operation of the Library System.
- iii. To assure compliance with applicable State and Federal Law and eligibility requirements for receipt of State and Federal funds.
- iv. To make recommendations concerning the construction and improvement of physical facilities for the libraries within the system.
- viii. To make regular reports of services and operations.
- v. To obtain an annual independent audit of regional accounts and submit a copy to the State Library of North Carolina.

#### IV. Finance:

##### A. Property Ownership

1. All buildings, grounds and other facilities of the Erwin Public Library shall remain property of the Municipality.
2. All books, technology and other resources paid for by local funds shall remain property of the Municipality.
3. All books, technology and other resources paid for with System or State funds shall remain the property of the System.

##### B. Personnel

1. The Town of Erwin is responsible for the direct payment of:
  - a. Salaries and benefits for Erwin Public Library staff.
  - b. All facility costs, including, but not limited to, rent utilities, custodial services, and the maintenance and repair of building interiors and exteriors, parking lots, grounds, and landscaping.
  - c. Costs of library materials for Erwin Public Library

#### C. Technology

1. Hardware
  - a. The Harnett Library System will provide the following:
    - i. Equipment necessary for the wide area network.
    - ii. Computers for public access and circulation.
    - iii. Equipment necessary for the PC/Print management system.
  - b. The Town of Erwin agrees to provide and own any other equipment as necessary.
    1. The party agrees that:
      - i. Equipment acquired by the Town of Erwin meet the minimal recommendations as determined by Harnett County IT, if connected to the Library Computer system.
      - ii. The Town of Erwin will be responsible for the installation, software, repair and maintenance for Town of Erwin owned equipment.
    2. Exceptions:
      - i. Public computers owned or leased by Harnett County
      - ii. Pc/print management; Staff computers used for circulation;
      - iii. Library System will install and maintain software necessary to access the ILS.
      - iv. Harnett County will continue to install and maintain the print management, security software, anti-virus software and filter software for all computers on the county network.
2. Software:

a. Integrated Library System (ILS)

- i. The Library System maintains the ILS used by all libraries.
- ii. The database belongs to the Library System and it is responsible for the integrity of the data. The parties, therefore, agree to the standards and policies set by the Library Director and the Library System, including cataloging.
- iii. The Harnett County public Library will be responsible for the cataloging of all materials added to the system.

b. The Library System will provide ILL (InterLibrary Loan) services.

V. Operations:

In order for consistency and continuity in the system to best serve the citizens of the County of Harnett and for purposes of applying for grants and aid, the parties agree to the following:

1. Erwin Public Library staff will provide, by the 5<sup>th</sup> of every month, a report which encompasses the library's usage including the door count, programming statistics, number of employees and hours of operation.
2. The Town of Erwin will provide revenue expenditures and their Annual budgets of each Library by the 15th day of August each year.
3. The Town of Erwin will send a representative to monthly Branch Manager meetings.
4. The Town of Erwin will abide by the Service Policy of the Harnett County Library System ([https://harnett.libguides.com/ld.php?content\\_id=27008652](https://harnett.libguides.com/ld.php?content_id=27008652)) and Library Card and Borrowing Policies ([https://harnett.libguides.com/ld.php?content\\_id=27008752](https://harnett.libguides.com/ld.php?content_id=27008752)) located on the Harnett County Public Library Website.
5. Any other requirement necessary to aid in the administration of the Library System.

VI. Term of Agreement and Amendment:

The term of this Agreement is January 1, 2021 to December 31, 2023. This Agreement

may be amended from time to time upon the mutual written consent of all the parties.

VII. Termination:

This Agreement may be terminated by the mutual written consent of all the parties. Such termination will occur six (6) months after the final consent is received by the Library System Board of Trustees.

VIII. Integration of Understandings:

This Agreement is intended as the complete integration of all understandings between the parties. No prior or contemporaneous additions, deletions, subsequent renewal, deletion, or other amendment hereto shall have any force or affect unless embodied herein in writing signed by both parties.

IX. Controlling Law:

This contract shall be governed by and construed in accordance with the laws of the State of North Carolina. The North Carolina State Courts located in Harnett County, North Carolina shall have jurisdiction to hear any dispute under this Agreement and any legal or equitable proceedings by either party must be filed in Harnett County, North Carolina.

X. Notices:

All notices or other communications which shall be made pursuant hereto shall be in writing and shall be deemed to be given and received (a) when hand delivered to the address stated below, (b) three (3) days after being mailed to the address stated below, postage prepaid by certified or registered mail of the United States, return receipt requested to the addresses set forth below. Either party to this Agreement may change its designated person or designated address at any time and from time to time by giving notice of such change to the other party in the manner set forth above.

Harnett County Library Director  
455 McKinney Parkway (Physical Address)  
PO Box 1149 (Mailing Address)  
Lillington, NC 27546

XI. Indemnification/limit of liability paragraph:

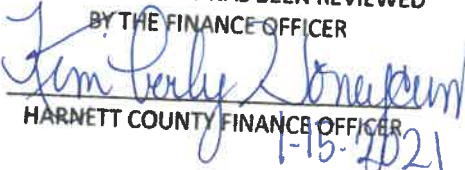
To the extent permitted by law, each party will mutually indemnify and hold harmless the other parties, their officers, agents and employees from and against all loss, cost, damage, expense and liability caused by accident or other occurrence resulting in bodily injury, including death and disease to any person or damage or destruction to property, real or personal arising directly or indirectly from operations, products, or services rendered or purchased under this Agreement.

This contract may be amended upon unanimous approval of all the parties signing this agreement.

IN WITNESS THEREOF, the Harnett County Public Library and the Erwin Public Library.

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Patsy M. Carson  
Mayor, Town of Erwin

  
W. Brooks Matthews, Chairman,  
Harnett County Board of Commissioners

THIS INSTRUMENT HAS BEEN REVIEWED  
BY THE FINANCE OFFICER  
  
HARNETT COUNTY FINANCE OFFICER  
1-15-2021



# Erwin Board of Commissioners

## REQUEST FOR CONSIDERATION

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To: The Honorable Mayor and Board of Commissioners

From: Snow Bowden, Town Manager

Date: February 4, 2021

Subject: Current Fiscal Year Budget Update

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When we passed this budget back in June of 2020 for the FY2020-2021 we passed a tight budget due to concerns about COVID-19. I had some concerns with a potential cut in sales tax revenues. Our revenues are doing better than I expected. We have had two unexpected expenditures with having to replace to HVAC unit but other than that we have been able to keep expenditures down.