

**Minutes**  
**Spruce Pine Town Council**  
**Monday, April 24, 2023**

A meeting of the Town Council was held on April 24<sup>th</sup>, 2023. Present were Mayor Darla Harding and Council Members James Acuff, Larry McKinney, Rocky Buchanan, and Jackie Rensink. Staff in attendance included Darlene Butler, Crystal Young, and Shelley Buchanan. Others attended including Leland Riddle, Peter Franklin, Lynn Holler, Phillip Hise, and Chad Donnahoo.

**CALL TO ORDER**

Mayor Darla Harding called the regular meeting to order at 5:30 PM. Rocky Buchanan gave the invocation. James Acuff led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Larry McKinney moved to approve the agenda as presented. James Acuff seconded the motion, which carried with all present in favor.

**APPROVAL OF MINUTES**

Rocky Buchanan moved to approve the minutes from the regular meeting on April 10<sup>th</sup>, 2023. Jackie Rensink seconded the motion, which carried with all present in favor. Larry McKinney moved to approve the minutes from closed session #1 held on April 10<sup>th</sup>, 2023. Jackie Rensink seconded the motion, which carried unanimously. Rocky Buchanan moved to approve the minutes from closed session #2 held on April 10<sup>th</sup>, 2023. Larry McKinney seconded the motion, which carried unanimously.

**APPOINTMENTS**

Leland Riddle with the Spruce Pine Shriners attended the Council meeting to request approval for a Solicitation Permit Application. The Shriners plan to hold a fundraiser at the 19E and 226 Intersection on May 5<sup>th</sup>, 2023. Rocky Buchanan made a motion to approve the Solicitation Permit Application. Larry McKinney seconded the motion, which carried unanimously.

**BUDGET DISCUSSION**

Finance Officer Crystal Young held a discussion of the proposed 2023-2024 general fund and water/ sewer budget, noting that the budget is balanced with \$2,843,966 in total revenues.

She asked the Council to discuss their thoughts on funding for the nonprofit organizations currently in the budget.

Crystal recommended a 3% COLA and implementing longevity benefits into the employee benefits package.

She mentioned that Jackie Rensink was interested in making the use of town vehicles more fair or possibly a travel stipend. Jackie's thoughts included a vehicle for the Parks and Rec Department to alleviate the Parks and Rec director driving his personal vehicle when he is on Town business. Also, a vehicle to be available for the main street director and a possible travel stipend for the Town Manager since she does not drive a Town vehicle home. Rocky Buchanan disagreed that everyone needed the use of a Town vehicle. They will discuss more.

Crystal made the Council aware that a 2020 Durango has been in an accident and is likely totaled. The 2013 Police Dept Explorer has a blown motor and would cost \$4,500 to repair.

Crystal discussed a decrease in the administrative budget, charging water and sewer tap fees at cost in lieu of a flat fee, increasing water and sewer rates, and a bill introduced in the NC Senate, the Water and Sewer Affordability Act.

The proposed Enterprise Fund budget has \$136,843 in contingency and is balanced at \$3,012,000.

**PUBLIC COMMENT**

Lynn Holler requested that the Council meeting agendas have more detail. She would like to see a list of what the town manager plans to discuss during her report as well as any new ordinance be read aloud in its entirety before being adopted by the Council. She also asked that draft ordinances be posted on the town website.

Peter Franklin addressed the Council concerning the Spruce Pine Public Works Department Cross Connection Control Ordinance. He stated it was rumored that there would be high costs to residences and businesses and he wanted to know if his property would be affected. He also asked if the town planned to reimburse him any monetary costs incurred. Darlene Butler asked Mr. Franklin to contact Russell Lankford with his questions and concerns as he is the best contact person and is notifying property owners. Mr. Franklin also stated he had spoke with Libby Phillips last summer about holding a Republican Party Precinct meeting in Central Park. He says he was informed the main street board had voted not to allow any religious or political groups to use the space for such meetings. Mr. Franklin now believes a political group has been granted permission to use the park and states this is wrong and unfair. He suggested the Council do something to make this rule consistent for all groups that would like to meet in that space.

ACTION AGENDA

Darlene summarized the second reading of the Spruce Pine Public Works Cross Connection Control Ordinance and noted a couple of changes. Said ordinance is incorporated by reference and attached to these minutes. Rocky Buchanan made a motion to adopt the Cross Connection Control Ordinance. Jackie Rensink seconded the motion, which carried unanimously. Chad Donnahoo pointed out there was no effective date listed on the adopted ordinance. Jackie Rensink moved to make the effective date of the previously adopted Cross Connection Control Ordinance April 24<sup>th</sup>, 2023. Larry McKinney seconded the motion, which carried unanimously.

TOWN MANAGER

- ✓ Darlene has been working on the scope and schedule for the stormwater assessment planning project. This is the next step in receiving the \$300k grant.
- ✓ The restrooms at Riverside Park have had the exterior painted and are almost finished. Once they are complete the old restrooms will be removed.
- ✓ The splash pad piping is in place and they are almost ready to pour concrete.
- ✓ An insurance appraiser will be coming out soon to assess the damage to the wrecked 2020 Dodge Durango.
- ✓ The Land Use Plan public hearing has been set for May 16<sup>th</sup>, 2023. Darlene noted she is very proud of the labor that went into creating this plan and her appreciation for the HCCOG for all of their work and support.
- ✓ There will be a retirement reception held for Police Chief Summerlin on May 2<sup>nd</sup> at 2:00 pm at the SPFD.
- ✓ She reminded the Council of the Mitchell County Commissioners meeting on May 1<sup>st</sup> at 7:00 pm to discuss the Opioid Settlement.
- ✓ Darlene gave an update on the sidewalks on Fairground Street. She has met with Salvador Arvizu, Executive Director, and cannot find where the Spruce Pine Housing Authority ever turned these sidewalks over to the Town. Salvador and Mayor Harding will meet to discuss the appointment to the SPHA board.
- ✓ Darlene noted she had met earlier in the day with Rick Gougeon concerning the meeting the main street board was allowing him to have at Central Park. He assured her that this meeting was strictly to discuss "going green" and other environmental factors. He said this is in no way a political meeting.

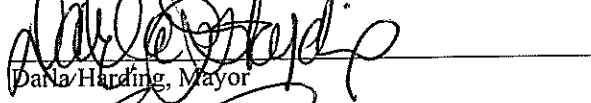
MAYOR/COUNCIL REQUESTS/COMMENTS

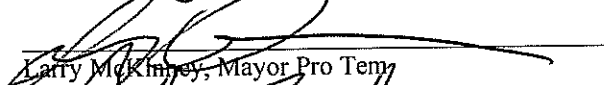
- Rocky asked Darlene to send Phil Trew with the HCCOG a thank you letter for all of their effort on the Land Use Plan. He also noted he has asked Julie with the HCCOG to come to a Council meeting and share what all they do.
- Rocky asked if Walnut Avenue is still going to be paved this year. Darlene said she hopes this will be completed by the end of June.

ADJOURNMENT

There being no further business, Larry McKinney moved to adjourn the meeting at 7:00 PM.

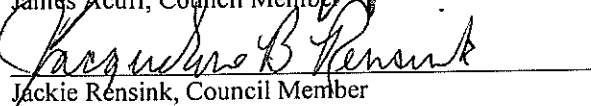
  
Shelley Buchanan, Town Clerk

  
Dana Harding, Mayor

  
Larry McKinney, Mayor Pro Tem

  
Rocky Buchanan, Council Member

  
James Acuff, Council Member

  
Jackie Rensink, Council Member



## TOWN OF SPRUCE PINE SOLICITATION PERMIT APPLICATION

- Applicant must appear in person at a regularly scheduled Town Council Meeting to apply.
- Meetings are held on the second and fourth Mondays of each month at 5:30 pm at the Spruce Pine Town Hall.
- Application must be received 30 days before the date of solicitation.)

APPLICANT: MOUNTAINEER Shrive Club  
ADDRESS: 205 LOCUST ST  
CITY: SPRUCE PINE  
STATE: NC ZIP: 28777

ORGANIZATION REPRESENTED: SHRIVERS

TAX ID: 56-115611

DATE OF SOLICITATION: 5/15/23  
HOURS OF SOLICITATION: 10-4 Ex: 9:00 am – 12:00 pm  
DESIRED LOCATION: Intersection 19E-226  
PURPOSE OF FUNDS: CHILDRENS HOSPITAL

SIGNATURE: Leland Riddle  
DATE: 4/20/23

READ/APPROVED: 4/24/23  
SPRUCE PINE TOWN COUNCIL

**Spruce Pine**  
**Public Works Department**  
**Cross Connection Control Ordinance**



**Approved: April 24, 2023**

**Effective: April 24, 2023**

## **Spruce Pine Ordinance for the Control of Backflow and Cross Connections**

### **A. Cross Connection Control-General Policy**

#### **1. INTRODUCTION**

The purpose of this Cross Connection Control Ordinance is to eliminate all cross connections within the public potable water supply operated by or under the authority of the Town of Spruce Pine.

This ordinance shall apply to all consumers connected to any water system operated by or under the authority of Spruce Pine.

This ordinance complies with the Federal Safe Drinking Water Act (P.L. 93-523), the North Carolina State Administrative Code (Title 15A, Subchapter 8C.0709), and the North Carolina State Building Code (Volume II), as they pertain to cross connection within the public water supply. In accordance with General Statute (162A-9.1) the Town is authorized and empowered to adopt this ordinance.

#### **2. OBJECTIVE OF ORDINANCE**

The specific objectives of the Ordinance are as follows:

- a. To protect the public potable water supply of Spruce Pine from the possibility of contamination or pollution by isolating within its consumers' water systems such contaminants, waterborne health hazards and other significant pollutants the could backflow into the public water system.
- b. To eliminate or control existing cross connections, actual or potential, between the consumers' potable water system(s) and non-potable water systems, plumbing fixtures and industrial piping systems and;
- c. To provide a continuing inspection program of cross connection control that will systematically and effectively control all actual or potential cross connections that are installed in the future.

#### **3. DESIGNATION OF RESPONSIBILITY**

##### **a. Health Agency's Responsibility**

The North Carolina Department of Environment and Natural Resources (Division of Environmental Health) has the responsibility for promulgating and enforcing laws, rules, regulations and policies applicable to all water purveyors in the State of North Carolina in carrying out an effective Cross Connection Control Program.

The Division of Environmental Health also has the primary responsibility of ensuring that the water purveyor operates a public potable water system free of actual or potential sanitary hazards including unprotected cross connections. The Div. of Environmental

Health also has the responsibility of ensuring that the water purveyor provides an approved water supply at the service connection to the consumer's water system and further, that the purveyor requires the installation, testing and maintenance of an approved backflow prevention assembly on the service connection when required.

**b. Spruce Pine**

Except as otherwise provided herein, the town of Spruce Pine is the water purveyor and is responsible for ensuring a safe water supply begins at the source and includes all of the public water distribution system, including the service connection and ends at the point of delivery to the consumer's water system. In addition, the Town shall exercise reasonable vigilance to ensure that the consumer has taken the proper steps to protect the public water system. The Town will determine the degree of hazard or potential hazard to the public potable water system, the degree of protection required and will ensure proper containment protection through an ongoing inspection program. The Town will identify all facilities where approved backflow protection assemblies are required to be installed.

When it is determined that a backflow prevention assembly is required for the protection of the public system, the Town shall require the consumer, at the consumer's expense, to install an approved backflow prevention assembly at the service connection, to test immediately upon installation and at a frequency determined by the Town, to properly repair and maintain assembly or assemblies and to keep adequate records of each test and subsequent maintenance and repair, including materials and/or replacement parts.

**c. Mitchell County Building Inspector's Responsibility**

The Mitchell County Building Inspector shall have the responsibility to review building plans, inspect plumbing as it is installed and shall have the explicit responsibility of preventing cross connections from being designed and built into the plumbing system within the Town. Where the review of building plans suggests or detects the potential for cross connection being made an integral part of the plumbing system, the plumbing inspector has the responsibility, under the North Carolina Building Code, for requiring that such cross connections be either eliminated or provided with backflow prevention equipment approved by the North Carolina State Building Code. Furthermore, any cross connections must meet the requirements of this Ordinance.

The plumbing inspector's responsibility begins at the point of delivery downstream of the first installed backflow prevention assembly and continues throughout the entire length of the consumer's water system. The inspector should inquire about the intended use of water at any point where it is suspected that a cross connection might be made or where one is actually called for by the plans. When a cross connection is discovered it shall be mandatory that a suitable, approved backflow prevention assembly approved

by the North Carolina Building Code, North Carolina Department of Environment and Natural Resources and the Town be required by the plans and be properly installed.

**d. Consumer's Responsibility**

The consumer has the primary responsibility of preventing pollutants and contaminants from entering his/her potable water system or the public potable water system. The consumer's responsibility starts at the point of delivery from the public potable water system and includes all of his/her water system. The consumer, at his/her expense, shall install, operate, test and maintain approved backflow prevention assemblies as directed by the Town. The consumer shall maintain accurate records of tests and repairs made to backflow prevention assemblies and shall maintain such records for a minimum period of three (3) years. The records shall be on forms approved by the Town and shall include the list of materials or replacement parts used. Following any repair, overhaul, or relocation of an assembly, the consumer shall have it tested to ensure that is in good operating condition and will prevent backflow. Tests, maintenance and repairs of backflow prevention assemblies shall be made by a Certified Backflow Prevention Assembly Tester.

**e. Certified Backflow Prevention Assembly Tester Responsibility**

When employed by the consumer to test, repair, overhaul or maintain backflow prevention assemblies, a Certified Backflow Prevention Assembly Tester (Tester) will have the following responsibilities:

- I. The Tester will be responsible for making competent inspections and for repairing, or overhauling backflow prevention assemblies and making reports of such repairs to the consumer and the Town on forms approved by the Town.
- II. The Tester shall include the list of materials or replacement parts used.
- III. The Tester shall be equipped with and be competent to use all the necessary tools, gauges, manometers and other equipment necessary to properly test, repair, and maintain backflow assemblies
- IV. It will be the Tester's responsibility to ensure that original manufactured parts are used in the repair of or replacement of parts in a backflow prevention assembly.
- V. It will be the Tester's further responsibility not to change the design, material or operational characteristics of an assembly during repair or maintenance without prior approval of the Town.
- VI. The Tester shall perform the work and be responsible for the competency and accuracy of all tests and reports.
- VII. The Tester shall provide a copy of all test and repair reports to the consumer and to the Town within ten (10) business days of any completed test or repair work.

VIII. The Tester shall maintain such records for a minimum period of three (3) years.

All Certified Backflow Prevention Assembly Testers must obtain and employ backflow prevention assembly test equipment which has been evaluated and approved by the Town. All test equipment shall be registered with the Town. All test equipment shall be checked for accuracy annually, calibrated if necessary and certified to the Town as to the calibration employing a method acceptable to the Town.

## **B. DEFINITIONS**

1. **Air gap (AG)** The term "air gap" shall mean a physical separation between the free flowing discharge end of a water supply pipeline and an open or non-pressure receiving vessel. An approved air gap shall be at least double the diameter of the supply pipe measured vertically above the overflow rim of the vessel in no case less than 1 inch (2.54 cm).
2. **Atmospheric Type Vacuum Breaker (AVB)** The term "atmospheric type vacuum breaker" (also known as the "non-pressure type vacuum breaker") shall mean a device containing a float check, a check seat and an air inlet port. The flow of water into the body causes the float to close the air inlet port. When the flow of water stops the float forms a valve against back siphonage and at the same time opens the air port to allow air to enter and satisfy the vacuum. A shutoff valve immediately upstream may be an integral part of the device, an atmospheric vacuum breaker is designed to protect against a non-health (isolation protection only) under a back siphonage condition only.
3. **Auxiliary Water Supply.** Any water supply on or available to the premises other than the purveyors approved public water supply will be considered as an auxiliary water supply. These waters may be contaminated or polluted or they may be objectionable and constitute as unacceptable water source over which the water purveyor does not have sanitary control.
4. **Backflow.** The term "backflow" shall mean an assembly used to prevent backflow into a consumer or public potable water system. The type of assembly used should be based on the degree of hazard either existing or potential (as defined herein). They types are:
  - a. Double-Check valve assembly (DCVA)
  - b. Double-Check Detector Assembly (Fire System) (DCDA)
  - c. Pressure Vacuum Break (PVB)
  - d. Reduced Pressure Principle Assembly (RP)
  - e. Reduced Pressure Principle-Detector Assembly (Fire System) (RPDA)
5. **Certified Backflow Prevention Assembly Tester.** The term "Certified Backflow Prevention Assembly Tester" (Tester) shall mean a person who has proven their competency to the satisfaction of the County. Each person who is certified to make competent tests, or to repair, overhaul, and make reports on backflow on backflow



prevention assemblies shall be knowledgeable of applicable laws, rules and regulations, shall be a licensed plumber or have at least two (2) years' experience under and be employed by a North Carolina licensed plumber or plumbing contractor, or have equivalent qualifications acceptable to the Town and must hold a valid "certificate of completion" from an approved training program in the testing and repair of backflow prevention assemblies recognized by the Town.

6. Backpressure. The term "backpressure" shall mean any elevation of pressure in the downstream piping system (by pump, elevation of piping, or stream and/or air pressure) above the supply pressure at the point of consideration (delivery) which would cause, tend to cause, a reversal of the normal direction of flow.
7. Backsiphonage. The term "back-siphonage" shall mean a reversal of the normal direction of flow in the pipeline due to a reduction in system pressure which causes a sub atmospheric pressure to exist at a site in the water system.
8. Approved Check Valve. The term "approved check valve" shall mean a check valve that is drip-tight in the normal direction of flow when the inlet pressure is at least one (1) psi and the outlet pressure is zero (0).
9. The check valve shall permit no leakage in a direction reversed to the normal flow. The closure element (e.g. clapper poppet, or other design) shall be internally loaded to promote rapid and positive closure. **An approved Check valve is only one component of an approved backflow prevention assembly-** i.e., pressure vacuum breaker, double-check valve assembly, double-check detector assembly, reduced pressure principle assembly, or reduced pressure principle detector assembly. These devices must have met the design performance standards of the American Society of Sanitary Engineers (ASSE), the American Water Works Association (AWWA), or the Foundation for Cross Connection Control and the Hydraulic Research of the University of Southern California and approved by the Town.
10. Consumer. The Term "consumer" shall mean any person, firm or corporation using or receiving water from the Town.
11. Consumer's Water System. The term "consumer's water system shall include any water system commencing at the point of delivery and continuing throughout the consumer's plumbing system located on the consumer's premises, whether supplied by the public potable water or an auxiliary water supply. The system may be either a potable water system or an industrial piping system.
12. Consumer's Potable Water System. The term "consumer's potable water system shall mean that portion of the privately owned potable water system lying between the point of delivery and the point of use and/or isolation protection. The system will include all pipes, conduits, tanks, receptacles, fixtures, equipment, and appurtenances used to produce, convey, store, or use potable water.

13. Containment. The term "containment" shall mean preventing the impairment of the public potable water supply by installing an approved backflow prevention assembly at the service connection.
14. Contamination. The term "contamination" shall mean an impairment of the quality of the water which creates a potential or actual hazard to the public health through the introduction of hazardous or toxic substances or waterborne health hazards in the form of physical or chemical contaminants or biological organisms and pathogens.
15. Cross-Connection. The term "cross-connection" shall mean any unprotected actual or potential connection or structural arrangement between a public or a consumer's water system and any other source or system through which it is possible to introduce any contamination or pollution, other than the intended potable water with which the system is supplied. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices and other temporary or permanent devices through which or because of which "backflow" can or may occur are considered to be cross-connections.
16. Double-Check Valve Assembly (DCVA). The term "double-check valve assembly" shall mean an assembly composed of two (2) independently acting, approved check valves, including tightly closing shut-off valves attached at each end of the assembly and fitted with properly located test cocks. The assembly shall only be used to protect against a non-health hazard (i.e., pollutant). Device must be approved by Foundation for Cross-Connection Control and Hydraulic Research.
17. Double-Check Detector Assembly (DCDA). The term "double-check detector assembly" shall mean a specially designed assembly composed of a line-size approved double-check valve assembly with a specific bypass water meter and a meter-sized approved double-check valve assembly. The meter shall register (in U.S. gallons) accurately for very low rates of flow and shall show a registration for all rates of flow. This assembly shall only be used to protect against a non-health hazard (i.e., pollutant). Device must be approved by Foundation for Cross-Connection Control and Hydraulic Research.
18. Degree of Hazard. The term "degree of hazard" shall be derived from the evaluation of conditions within a system which can be classified as either a "pollutional" (non-health) or a contaminations (health) hazard.
19. Health Hazard. The term "health hazard" shall mean an actual or potential threat of contamination of a physical, chemical, biological, pathogenic or toxic nature to the public of consumer's potable water system to such a degree or intensity that there would be a danger to health. Examples of waterborne health hazards include but are not limited to:
  - a. Physical-radioisotopes/radionuclides

- b. Chemical-lead, mercury and other heavy metals, organic compounds, other toxins and hazardous substances.
  - c. Biological-microorganisms and pathogens like cryptosporidium, typhoid, cholera and E. Coli.
20. Non-Health Hazard. The term “non-health hazard” shall mean an actual or potential threat to the quality of the public or the consumer’s water system. A non-health is one that, if introduced into the public water supply system could be a nuisance to water customers but would not adversely affect human health.
21. Pollutional Hazard. The term “pollutional hazard” shall mean an actual or potential threat to the quality or the potability of the public or the consumer’s water system but which would not constitute a health or system hazard, as defined. The maximum degree or intensity of pollution to which the potable water system could be degraded under this definition would cause a nuisance or be aesthetically objectionable or could cause minor damage to the system or its appurtenances.
22. Health Agency. The term “health agency” shall mean the North Carolina Department of Environmental and Natural Resources.
23. Industrial Fluids. The term “industrial fluids” shall mean any fluid or solution which may be chemically, biologically, or otherwise contaminated or polluted in a form or concentration such as would constitute a health, or non-health hazard if introduced into a public or consumer potable water system. Such fluids may include but are not limited to: process waters, chemicals in fluid form, acids and alkalis, oils, gases, etc.
24. Industrial Piping System. The term “industrial piping system” shall mean a system used by the consumer for transmission, conveyance, or storage of any fluid, solid or gaseous substance other than an approved water supply. Such a system would include all pipes, conduits, tanks, receptacles, fixtures, equipment and appurtenances used to produce, convey, or store substances which are or may be polluted or contaminated.
25. Isolation. The term “isolation” is the act of confining a localized hazard within a consumer’s water system by installing approved backflow prevention assemblies. Disclaimer: The Town may make recommendations, upon facility inspection, as to the usages of isolation devices/assemblies, but does not assume or have responsibility whatsoever for such installations.
26. Point of Delivery. The term “point of delivery” shall generally be at the back side of the meter, where the meter or backflow prevention assembly (non-metered fire systems) is located. The consumer shall be responsible for all water piping and control devices located on the consumer’s side of the point of delivery.
27. Pollution. The term “pollution” shall mean an impairment of the quality of the water to a degree which does not create an actual hazard to the public health but which does

adversely and unreasonably affect the aesthetic qualities of such water for domestic use.

28. Potable Water. The term “potable water” shall mean water from any source which has been approved for human consumption by the North Carolina Department of Environment and Natural Resources (NCDENR).
29. Public Potable Water System. The term “public potable water system” shall mean any publicly or privately owned water system operated as a public utility, under a current NCDENR permit, to supply water for public consumption or use. This system will include all sources, facilities and appurtenances between the source and the point of delivery such as valves, pumps, pipes, conduits, tanks, receptacles, fixtures, equipment and appurtenances used to convey, treat, or store potable water for public consumption or use.
30. Reduced Pressure Principle Backflow Prevention Assembly (RP) The term “reduced pressure principle backflow prevention assembly” shall mean an assembly containing within its structure a minimum of two (2) independently acting approved check valves, together with a hydraulically operating mechanically independent, pressure differential relief valve located between the check valves and at the same time below the first check valve. The first check valve reduces the supply pressure to a predetermined amount so that during normal flow and at cessation of normal flow, the pressure between the checks shall be less than the supply pressure. In case of leakage of either check valve, the pressure differential relief valve, by discharging to atmosphere, shall operate to maintain the pressure between the check less than the supply pressure. The unit shall include tightly closing valves located at each end of the assembly and each assembly shall be fitted with properly located test cocks. The assembly is designed to protect against a health hazard (i.e., contaminant) or a non-health (i.e., pollutant). Device must be approved by Foundation for Cross-Connection Control and Hydraulic Research.
31. Reduced Pressure Principle-Detector Assembly (RPDA). The term “reduced pressure principle-detector assembly” shall mean a specially designed assembly composed of a line-size approved reduced pressure principle backflow prevention assembly with a specific bypass water meter and a meter-sized approved reduced pressure principle backflow prevention assembly. The meter shall register (in U.S. gallons) accurately for very low rates of flow and shall show a registration for all rates of flow. This assembly shall be used to protect against a health hazard (i.e., containment) or a non-health (i.e., pollutant). Device must be approved by Foundation for Cross-Connection Control and Hydraulic Research.
32. Service Connections. The term “service connections” shall mean the terminal end of a service connection from the public potable water system, i.e., where the Town loses

jurisdiction and control over the water at its point of delivery to the consumer's water system.

33. Pressure Vacuum Breaker (PVB). The term "pressure vacuum breaker" shall mean an assembly containing an independently operating internally loaded check valve and an independently operating loaded air inlet valve located in the discharge side of the check valve. The assembly is to be equipped with properly located test cocks and tightly closing shutoff valves attached at each end of the assembly. The assembly is designed to protect against a health hazard (i.e., containment under a back-siphonage condition only. Device must be approved by Foundation for Cross-Connection Control and Hydraulic Research.
34. Water Purveyor. The term "water purveyor" shall mean the owner, operator or grantor of authority to operate a public potable water system providing an approved water supply to the public.
35. Unapproved Water Supply. The term "unapproved water supply" shall mean a water supply which has not been approved for human consumption by the NCDENR.
36. Used Water. The term "used water" shall mean any water supplied by a water purveyor from a public water system to a consumer's water system after it has passed through the point of delivery and is no longer under the control of the water purveyor.

**C. RIGHT OF ENTRY**

1. Upon presentation of proper credentials and identification, authorized representatives from the Town shall have the right to enter any building, structure, or premises during normal business hours, or at any time during the event of an emergency to perform any duty imposed by this Ordinance. Those duties may include sampling and testing of water, or inspections and observations of all piping systems connected to the public water supply. Where a consumer has security measures in force which would require proper identification and clearance before entry into their premises, the consumer shall make necessary arrangements with the security guard so that upon presentation of suitable identification, Town personnel will be permitted to enter without delay for the purpose of performing specific responsibilities. Refusal to allow entry for these purposes may result in discontinuance of water service.
2. On request, the consumer shall furnish to the Town any pertinent information regarding the water supply system on such property where cross-connections and backflow are deemed possible.

**D. ELIMINATION OF CROSS-CONNECTIONS: DEGREE OF HAZARD**

1. When cross-connections are found to exist, the owner, his/her agent, occupant, or tenant will be notified in writing to disconnect the same within the time limit established by the Town. The degree of protection required and maximum time

allowed for compliance will be based upon the potential degree of hazard to the public water supply system.

2. IF, in the judgment of the Town, an imminent health hazard exists, water service to the building or premises where a cross-connection exists may be terminated unless an air gap is immediately provided, or the cross-connection is immediately eliminated.
3. Cross-connections with private wells or other auxiliary water supplies require immediate disconnection.
4. All facilities that pose a potential health hazard to the potable water system must have a reduced pressure principle backflow prevention assembly within sixty (60) days of notification by the Town.
5. All industrial and commercial facilities not identified as a "health hazard" shall be considered non-health hazard facilities. All non-health hazard facilities must install a double-check valve assembly within ninety (90) days of notification by the Town.
6. Water mains served by the Town, but not maintained by the Town, shall be considered cross-connections, with degree of hazard to be determined by the Town. Degree of protection shall be based upon the degrees of hazard, as determined by the Town.
7. In the event that the Town Cross Connection Control Representative does not have sufficient access to every portion of a private water system (i.e., classified research and development facilities; Federal government property) to allow a complete evaluation of the degree of hazard associated with such private water systems, an approved reduced pressure principle backflow prevention assembly shall be required as a minimum protection.
8. No person shall fill special use tanks or tankers containing pesticides, fertilizers, other toxic chemicals or their residues from the public water system except at a Town approved location equipped with an air gap or an approved reduced pressure principle backflow prevention assembly properly installed on the public water system.

#### **E. INSTALLATION OF ASSEMBLIES**

1. All backflow prevention assemblies shall be installed in accordance with the specifications furnished by the Town and the manufacturer's installation instructions and/or in the latest edition of the North Carolina Building Code (particularly Table 608.1 of the NC. Plumbing Code), whichever is most restrictive.
2. All new construction plans and specifications, when required by the North Carolina Building Code and the North Carolina Division of Environment Health, shall be made available to the Town for review and approval and to determine the degree of hazard.

3. Ownership, testing and maintenance of the assembly shall be the responsibility of the consumer.
4. All double-check valve assemblies must be installed in drainable pits wherever below ground installation is necessary, in accordance with detailed specifications provided by the Town. Double-check valve assemblies may be installed in a vertical position with prior approval from the Town, provided the flow of water is in an upward direction.
5. Reduced pressure principle backflow prevention assemblies must be installed in a horizontal position (unless specifically designed for vertical installation) and in a location in which no portion of the assembly can become submerged in any substance under any circumstance. Pit and/or below grade installations are prohibited.
6. The installation of any backflow prevention assembly which is not approved by the Town must be replaced by one which is approved.
7. The consumer shall make sure all backflow prevention assemblies are working properly upon installation and must furnish the following information to the Town within fifteen (15) days after a reduced pressure principle backflow preventer (RP), double-check valve assembly (DCVA), pressure vacuum breaker (PVB), double-check detector assembly (DCDA), or reduced pressure principle detector assembly (RPDA) is installed
  - a. Service address where assembly is located.
  - b. Owner (and address, if different from service address).
  - c. Description of assembly's location.
  - d. Date of installation.
  - e. Installer (include name, plumbing company represented, plumber's license number)
  - f. Type of assembly and size of assembly.
  - g. Manufacturer, model number, serial number.
  - h. Test results/report.
8. When it is not possible to interrupt water service, provisions shall be made for a "parallel installation" of backflow prevention assemblies. The Town will not accept an unprotected bypass around a backflow preventer. Bypass lines will have at least the same degree of protection as the back flow preventer being bypassed.
9. Upon notification by the Town, the consumer shall install the appropriate containment assembly not to exceed the following time frame:

Health Hazard.....one hundred and twenty (120) days  
 Non-Health Hazard..... one hundred and twenty (120) days

10. Following installation, all RP, DCVA, PVB, DCDA and RPDA are required to be tested by a Certified Backflow Prevention Assembly Tester within ten (10) days.

**F. TESTING AND REPAIR OF ASSEMBLIES**

1. Testing of backflow prevention assemblies shall be made by a Certified Backflow Prevention Assembly Tester approved by the Town. Such tests are to be conducted upon installation and annually thereafter, or at a frequency established by the Town. A record of all testing repairs is to be retained by the consumer for a minimum of three (3) years. Copies of the records must be provided to the Town within ten (10) business days after the completion of any testing and repair work.
2. Any time that repairs to backflow prevention assemblies are deemed necessary, whether through annual or required testing, routine inspection by the consumer, or by the Town, such repairs must be completed within a specified time in accordance with the degree of hazard. In no case shall this time period exceed:

Health Hazard Facilities..... seven (7) days

Non-Health Hazard Facilities twenty-one (21) days

3. All backflow prevention assemblies with test cocks are required to be tested annually or at a frequency established by the Town.
4. All Certified Backflow Prevention Assembly Testers must obtain and employ backflow prevention assembly test equipment which has been evaluated and approved by the Town. All test equipment shall be registered with the Town. All test equipment shall be checked for accuracy annually, calibrated if necessary and certified to the Town as to the calibration employing a method acceptable to the Town (See Section A(3)e) above)
5. It shall be unlawful for any consumer or certified backflow prevention assembly tester to submit any record to the Town that is false or incomplete in any respect. It shall be unlawful for any consumer or certified tester to fail to submit to the Town any record which is required by this Ordinance. Such violations may result in the enforcement action out lined in Section J of this Ordinance.

**G. FACILITIES REQUIRING PROTECTION**

Approved backflow prevention assemblies shall be installed on the service line to any facility that the Town has identified as having a potential for backflow.

The following types of facilities or services have been identified by the Town as having a potential for backflow of non-potable water into the public water supply system. Therefore,



an approved backflow prevention assembly may be required on all such services according to the degree of hazard present. Other types of facilities or services not listed below may also be required to install approved backflow prevention assemblies if determined necessary by the Town. As a minimum requirement, all commercial services will be required to install a double-check valve assembly, unless otherwise listed below.

Abbreviations:

DCVA = Double-Check Valve Assembly

RP = Reduced Pressure Principle Assembly

DCDA = Double-Check Detector Assembly

RPDA = Reduced Pressure Detector Assembly

AG = Air Gap

PVB = Pressure Vacuum Breaker

1. Automotive Service Stations, Dealerships, etc.
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
2. Auxiliary Water System:
  - a. Approved Public/Private Water System: DCVA
  - b. Unapproved Public/Private Water System: AG
  - c. Used Water and Industrial Fluids: RP
3. Bakeries
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
4. Beauty Shops/Barber Shops
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
5. Beverage Bottling Plants: RP
6. Breweries: RP
7. Buildings – Hotels, apartment houses, public and private buildings or other structures having unprotected cross-connections.
  - a. (Under five stories) No Health Hazard: DCVA
  - b. (Under five stories) Health Hazard: RP
  - c. (Over five stories) All: RP
8. Canneries, packing houses and rendering plants: RP

9. Chemical plants – Manufacturing, processing, compounding or treatment: RP
10. Chemically contaminated water systems: RP
11. Commercial carwash facilities: RP
12. Commercial greenhouses: RP
13. Commercial sales establishments (department stores, malls, etc.)
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
14. Concrete/asphalt plants: RP
15. Dairies and cold storage plants: RP
16. Dye works: RP
17. Film laboratories: RP
18. Fire systems  $\frac{3}{4}$  (inch) to 2" (inch): RP
19. Fire systems 2  $\frac{1}{2}$ " (inch) to 10" (inch): RP
20. Fire Trucks: RP
21. Hospitals, medical buildings sanitariums, morgues, mortuaries, autopsy facilities, nursing and convalescent homes, medical clinics and veterinary hospitals: RP
22. Industrial facilities:
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
23. Laundries:
  - a. No Health Hazard: DCVA
  - b. Health Hazard: (i.e., Dry Cleaners): RP
24. Lawn irrigation systems (split taps):
  - a. No Health Hazard: DCVA
  - b. Health Hazard: (Booster Pumps, Chemical Systems): RP
25. Metal manufacturing, cleaning, processing and fabrication – plants: RP
26. Mobile home parks:
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
27. Nail Salons: RP
28. Oil and gas production, storage or transmission properties: RP
29. Pest control (extermination and fumigating): RP
30. Power plants: RP
31. Radioactive materials of substance-plants or handling facilities: RP
32. Residential:
  - a. No Health Hazard: DCVA
  - b. Health Hazard: RP
33. Restaurants:

- a. No Health Hazard: DCVA
- b. Health Hazard: RP
- 34. Restricted, classified, or other closed facilities: RP
- 35. Sand and gravel plants: RP
- 36. Schools and colleges: RP
- 37. Sewage and storm drain facilities: RP
- 38. Swimming Pools: RP
- 39. Water facilities and industries: RP

All assemblies and installations shall be subject to inspection and approval by the Town.

**H. CONNECTIONS WITH UNAPPROVED SOURCES OF SUPPLY**

- 1. No person shall connect or cause to be connected any supply of water not approved by the NCDENR to the water system supplied by the Town. Any connections allowed by the Town must be in conformance with the backflow prevention requirements of this Ordinance.
- 2. In the event of contamination or pollution of a public or consumer's potable water system, the consumer shall notify the Town immediately in order that appropriate measures may be taken to overcome and eliminate the contamination or pollution.

**I. FIRE PROTECTION SYSTEMS**

- 1. All connections for fire protection systems connected with the public water system 2" and smaller shall be protected with an approved RP assembly as a minimum requirement. All fire systems using toxic additive or booster pumps shall be protected by an approved RP assembly at the main service connection.
- 2. All connections for fire protection systems connected with the public water system greater than 2" shall be protected with an approved RP assembly as a minimum requirement. All fire protection systems using toxic or hazardous additives or booster pumps shall be protected by an approved RP assembly at the main service connection.
- 3. All existing backflow prevention assemblies 2 1/2" and larger installed on fire protection systems that were initially approved by the Town shall be allowed to remain on the premises, as long as they are being properly maintained, tested and repaired as required by this Ordinance. However, if the existing assembly must be replaced (once it can no longer be repaired), or in the event of proven water theft through an un-metered source, the consumer shall be required to install an approved RP assembly as required by this provision.

**J. ENFORCEMENTS**

- 1. The consumer or person in charge of any installation found not to be in compliance with the provisions of this Ordinance shall be notified in writing with regard to the corrective action(s) to be taken.

2. Such notice must explain the violation and give the time period within which the violation must be corrected. The time period set to correct a violation shall not exceed thirty (30) days after receiving notice unless otherwise specified by Section D. If the violation has been determined by the Town to be an imminent hazard the service will be disconnected and the consumer shall be required to correct the violation immediately.
3. In the event a consumer is found in violation of this Ordinance and fails to correct the violation in a timely manner or to pay any civil penalty or expense assessed under this section, water service may be terminated and shall be reestablished when the violation is corrected and any applicable civil penalties and re-connect fees are paid.
4. The violation of any section of this Ordinance may be punished by a civil penalty listed as followed:
  - a. Unprotected cross-connection involving a private water system which creates an imminent hazard-\$1,000.00 per day not to exceed \$10,000.00.
  - b. Unprotected cross-connection involving a private water system which is of a moderate or high hazard - \$500.00 per day not to exceed \$5,000.00.
  - c. If in the judgment of the Town any consumer, manager, supervisor, or person in charge of any installation is found to be in noncompliance with the provisions of this Ordinance and neglects their responsibility to correct a violation, water service will be discontinued. After the violation is corrected and re-connect fees have been paid, service will be restored.
  - d. Failure of a consumer or Certified Backflow Prevention Assembly Tester to submit any record required by the Ordinance, or the submission of falsified reports or records, may result in a civil penalty of up to \$500.00 per violation. If a Tester submits falsified records to the Town, the Town shall permanently revoke that Tester's privileges to test any backflow prevention assembly within the jurisdiction of the Town.
  - e. Failure of a consumer to test or maintain backflow prevention assemblies as required shall be subject to a civil penalty of \$200.00 per day.
5. Enforcement of this program shall be administered by the Director of Spruce Pine Public Works or the authorized representative of the Director.

Adopted this the 24th day of April, 2023.

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# Town of Spruce Pine



## PROPOSED ANNUAL BUDGET 2023-2024

Prepared for:

The Spruce Pine Town Council

By:

Crystal Young  
Finance Officer



# Town of Spruce Pine

## General Fund Proposed Budget

2023-2024

\*Proposed Budget includes a 3% COLA  
& Longevity Plan

| <u>General Fund Revenue</u>       |           | <u>22/23<br/>Budget</u> | <u>Increase/Decrease</u> | <u>Proposed<br/>23/24 Budget</u> |
|-----------------------------------|-----------|-------------------------|--------------------------|----------------------------------|
| 2016-Taxes                        | 10-301-16 | \$500                   | (500.00)                 | \$0                              |
| 2017-Taxes                        | 10-301-17 | \$1,000                 | (500.00)                 | \$500                            |
| 2018-Taxes                        | 10-301-18 | \$1,000                 | 0.00                     | \$1,000                          |
| 2019-Taxes                        | 10-301-19 | \$2,000                 | (1,000.00)               | \$1,000                          |
| 2020-Taxes                        | 10-301-20 | \$3,000                 | (1,000.00)               | \$2,000                          |
| 2021-Taxes                        | 10-301-21 | \$5,000                 | (2,000.00)               | \$3,000                          |
| 2022-Taxes                        | 10-301-22 | \$1,345,000             | (1,340,000.00)           | \$5,000                          |
| 2023-Taxes                        | 10-301-23 | \$0                     | 1,375,000.00             | \$1,375,000                      |
| Payments in Lieu of Taxes         | 10-303-00 | \$17,000                | 3,000.00                 | \$20,000                         |
| Vehicle Taxes                     | 10-304-00 | \$90,000                | 5,000.00                 | \$95,000                         |
| Tax Penalties                     | 10-317-00 | \$5,000                 | 0.00                     | \$5,000                          |
| Privilege License                 | 10-325-00 | \$325                   | 0.00                     | \$325                            |
| Interest on Investment            | 10-329-00 | \$55,500                | 24,500.00                | \$80,000                         |
| Misc Revenue                      | 10-335-00 | \$5,000                 | 0.00                     | \$5,000                          |
| Utilities Franchise Tax           | 10-337-00 | \$285,000               | 0.00                     | \$285,000                        |
| Powell Bill Allocation            | 10-343-40 | \$80,000                | 0.00                     | \$80,000                         |
| Local Sales Tax                   | 10-345-00 | \$701,100               | 48,900.00                | \$750,000                        |
| Alcohol/beverage tax              | 10-345-01 | \$10,000                | 0.00                     | \$10,000                         |
| Solid Waste Disposal              | 10-346-00 | \$1,600                 | 0.00                     | \$1,600                          |
| Officers Fee                      | 10-351-00 | \$350                   | 0.00                     | \$350                            |
| Police Department Grant           | 10-351-01 | \$2,215                 | 25,736.00                | \$27,951                         |
| Federal Drug Forfeiture           | 10-351-02 | \$0                     | 0.00                     | \$0                              |
| Parking/Other Violations          | 10-352-00 | \$500                   | 0.00                     | \$500                            |
| Cemetery Plots                    | 10-361-00 | \$4,000                 | 0.00                     | \$4,000                          |
| Office Rental                     | 10-362-02 | \$3,240                 | 0.00                     | \$3,240                          |
| Recreation Park Revenue           | 10-365-00 | \$26,000                | 0.00                     | \$26,000                         |
| Revenue ABC Distribution          | 10-366-00 | \$45,000                | 0.00                     | \$45,000                         |
| Revenue SP Police Dis             | 10-366-01 | \$5,000                 | 0.00                     | \$5,000                          |
| Sale of Fixed Assets              | 10-383-00 | \$5,000                 | 0.00                     | \$5,000                          |
| Revolving Loan Repayments         | 15-320-00 | \$7,500                 | 0.00                     | \$7,500                          |
| Fund Balance Appropriated         | 10-399-00 | \$0                     | 0.00                     | \$0                              |
| <b>Total General Fund Revenue</b> |           | <b>\$ 2,706,830.00</b>  |                          | <b>\$ 2,843,956.00</b>           |

**General Fund Expenditures**

**Governing Body**

|               |           |          |        |          |
|---------------|-----------|----------|--------|----------|
| Salaries      | 10-410-02 | \$16,838 | 505.00 | \$17,343 |
| FICA          | 10-410-05 | \$1,289  | 38.00  | \$1,327  |
| Worker's Comp | 10-410-09 | \$55     | 0.00   | \$55     |
| Travel        | 10-410-14 | \$2,000  | 0.00   | \$2,000  |
| Miscellaneous | 10-410-57 | \$2,500  | 0.00   | \$2,500  |

**Total Governing Body**

|                     |                 |
|---------------------|-----------------|
| <b>\$ 22,682.00</b> | <b>\$23,225</b> |
|---------------------|-----------------|

**Administration & Finance**

|  |           |            |             |            |
|--|-----------|------------|-------------|------------|
| Salaries                               | 10-420-02 | \$254,941  | 18,429.00   | \$273,370  |
| Salaries - Bonus/Allowance & Longevity | 10-420-03 | \$0        | 9,102.00    | \$9,102    |
| Professional Services                  | 10-420-04 | \$70,000   | 5,000.00    | \$75,000   |
| FICA                                   | 10-420-05 | \$19,656   | 1,257.00    | \$20,913   |
| Group Insurance                        | 10-420-06 | \$34,218   | 876.00      | \$35,094   |
| Retirement                             | 10-420-07 | \$31,373   | 3,974.00    | \$35,347   |
| Unemployment Ins                       | 10-420-08 | \$1,000    | 0.00        | \$1,000    |
| Workers Comp                           | 10-420-09 | \$2,236    | 0.00        | \$2,236    |
| W/S Admin Fees                         | 10-420-10 | -\$269,071 | (11,390.00) | -\$280,461 |
| Telephone & Postage                    | 10-420-11 | \$8,300    | 0.00        | \$8,300    |
| Utilities                              | 10-420-13 | \$6,000    | 500.00      | \$6,500    |
| Travel                                 | 10-420-14 | \$10,000   | (5,000.00)  | \$5,000    |
| Building Grounds & Maintenance         | 10-420-15 | \$5,000    | 0.00        | \$5,000    |
| Equipment Maintenance                  | 10-420-16 | \$300      | 0.00        | \$300      |
| Auto Maintenance                       | 10-420-17 | \$1,000    | 0.00        | \$1,000    |
| Travel Stipend                         | 10-420-18 |            |             |            |
| Copier Lease                           | 10-420-21 | \$2,425    | 0.00        | \$2,425    |
| Advertising                            | 10-420-26 | \$5,500    | 0.00        | \$5,500    |
| Auto Supplies                          | 10-420-31 | \$1,250    | 0.00        | \$1,250    |
| Training                               | 10-420-32 | \$3,200    | (1,200.00)  | \$2,000    |
| Supplies & Materials                   | 10-420-33 | \$10,350   | 4,650.00    | \$15,000   |
| Contracted Services                    | 10-420-45 | \$6,800    | 0.00        | \$6,800    |
| Dues & Subscription                    | 10-420-53 | \$6,800    | 500.00      | \$7,300    |
| Insurance/Bonding                      | 10-420-54 | \$23,267   | 4,733.00    | \$28,000   |
| Miscellaneous                          | 10-420-57 | \$8,200    | (5,200.00)  | \$3,000    |
| Capital Outlay                         | 10-420-74 | \$31,775   | (31,775.00) | \$0        |
| Service Charges                        | 10-420-88 | \$1,000    | 0.00        | \$1,000    |

**Total Administration & Finance**

|                      |                     |
|----------------------|---------------------|
| <b>\$ 275,520.00</b> | <b>\$269,976.00</b> |
|----------------------|---------------------|

**Elections**

|           |           |     |          |         |
|-----------|-----------|-----|----------|---------|
| Elections | 10-430-45 | \$0 | 2,500.00 | \$2,500 |
|-----------|-----------|-----|----------|---------|

**Total Elections**

|            |                    |
|------------|--------------------|
| <b>\$0</b> | <b>\$ 2,500.00</b> |
|------------|--------------------|

**Vehicle Tax Collection Fees**

|                     |           |         |        |         |
|---------------------|-----------|---------|--------|---------|
| Tax Collection Fees | 10-480-45 | \$5,000 | 250.00 | \$5,250 |
|---------------------|-----------|---------|--------|---------|

**Total Tax Collection Fees**

|                |                    |
|----------------|--------------------|
| <b>\$5,000</b> | <b>\$ 5,250.00</b> |
|----------------|--------------------|

**Economics**

|                                |           |                      |            |                  |
|--------------------------------|-----------|----------------------|------------|------------------|
| Salaries                       | 10-496-02 | \$62,257             | 6,971.00   | \$69,228         |
| FICA                           | 10-496-05 | \$4,850              | 446.00     | \$5,296          |
| Group Insurance                | 10-496-06 | \$8,499              | 216.00     | \$8,715          |
| Retirement                     | 10-496-07 | \$6,225              | 1,039.00   | \$7,264          |
| Worker's Compensation          | 10-496-09 | \$637                | 0.00       | \$637            |
| Supplies                       | 10-496-33 | \$500                | 0.00       | \$500            |
| Main Street                    | 10-496-51 | \$30,025             | 1,550.00   | \$31,575         |
| Façade/DEAP Grants             | 10-496-52 | \$15,000             | 5,000.00   | \$20,000         |
| Miscellaneous                  | 10-496-57 | \$8,135              | (1,135.00) | \$7,000          |
| Skate Rink                     | 10-496-58 | \$7,600              | (7,600.00) | \$0              |
| Miscellaneous Economic Request | 10-496-59 | \$15,000             | 15,000.00  | \$15,000         |
| <b>Total Economics</b>         |           | <b>\$ 158,728.00</b> |            | <b>\$165,215</b> |

**Public Buildings & Facilities**

|  |           |                     |           |                  |
|--|-----------|---------------------|-----------|------------------|
| Utilities                                      | 10-500-13 | \$52,000            | 3,000.00  | \$55,000         |
| Building/Grd Maintenance                       | 10-500-15 | \$19,000            | 1,000.00  | \$20,000         |
| Equipment Maintenance                          | 10-500-16 | \$500               | 0.00      | \$500            |
| Supplies & Materials                           | 10-500-33 | \$3,000             | 10,398.00 | \$13,398         |
| Contracted Services                            | 10-500-45 | \$15,130            | 1,000.00  | \$16,130         |
| Capital Outlay                                 | 10-500-74 |                     | 0.00      | \$0              |
| <b>Total Public Buildings &amp; Facilities</b> |           | <b>\$ 89,630.00</b> |           | <b>\$105,028</b> |

**Police Department**

|                                |           |                        |             |                        |
|--------------------------------|-----------|------------------------|-------------|------------------------|
| Salaries                       | 10-510-02 | \$583,566              | 18,474.00   | \$602,040              |
| Separation Allowance           | 10-510-03 | \$11,203               | 18,601.00   | \$29,804               |
| FICA                           | 10-510-05 | \$44,234               | 4,103.00    | \$48,337               |
| Group Insurance                | 10-510-06 | \$93,299               | 2,376.00    | \$95,675               |
| Retirement                     | 10-510-07 | \$75,190               | 9,337.00    | \$84,527               |
| Supplement Retirement          | 10-510-08 | \$27,604               | 2,498.00    | \$30,102               |
| Workers Comp                   | 10-510-09 | \$10,900               | 0.00        | \$10,900               |
| Telephone & Postage            | 10-510-11 | \$10,162               | 0.00        | \$10,162               |
| Utilities                      | 10-510-13 | \$10,000               | 0.00        | \$10,000               |
| Travel                         | 10-510-14 | \$600                  | 2,500.00    | \$3,100                |
| Building grounds Maintenance   | 10-510-15 | \$8,000                | 9,875.00    | \$17,875               |
| Equipment Maintenance          | 10-510-16 | \$500                  | 0.00        | \$500                  |
| Auto Maintenance               | 10-510-17 | \$19,445               | 1,555.00    | \$21,000               |
| Auto Supplies                  | 10-510-31 | \$29,100               | 2,900.00    | \$32,000               |
| Training                       | 10-510-32 | \$1,000                | 2,500.00    | \$3,500                |
| Supplies & Materials           | 10-510-33 | \$9,450                | 1,050.00    | \$10,500               |
| Drug Program - Supplies        | 10-510-34 | \$0                    | 5,000.00    | \$5,000                |
| Uniforms                       | 10-510-36 | \$4,000                | 1,000.00    | \$5,000                |
| Canine Program                 | 10-510-38 | \$2,500                | 0.00        | \$2,500                |
| Contracted Services            | 10-510-45 | \$9,600                | 400.00      | \$10,000               |
| Dues & Subscription            | 10-510-53 | \$350                  | 0.00        | \$350                  |
| Insurance                      | 10-510-54 | \$16,150               | 350.00      | \$16,500               |
| Miscellaneous                  | 10-510-57 | \$14,500               | (12,000.00) | \$2,500                |
| Capital Outlay                 | 10-510-74 | \$6,536                | 36,464.00   | \$43,000               |
| Equipment Lease                | 10-510-80 | \$350                  | 0.00        | \$350                  |
| Gov Crime Comm Grant           | 10-510-81 | \$2,565                | 25,386.00   | \$27,951               |
| Drug Fund Expenditures         | 10-510-82 |                        | 0.00        | \$0                    |
| Loan Payment - Patrol Vehicles | 10-510-99 | \$21,922               | 0.00        | \$21,922               |
| <b>Total Police Department</b> |           | <b>\$ 1,012,726.00</b> |             | <b>\$ 1,145,095.00</b> |



**Fire Department**

|                              |           |                      |      |                      |
|------------------------------|-----------|----------------------|------|----------------------|
| Supplies & Materials         | 10-530-33 | \$6,000              |      | \$6,000              |
| SPVFD Contract               | 10-530-45 | \$153,000            | 0.00 | \$153,000            |
| <b>Total Fire Department</b> |           | <b>\$ 159,000.00</b> |      | <b>\$ 159,000.00</b> |

**Building Inspections**

|                                   |           |                 |          |                     |
|-----------------------------------|-----------|-----------------|----------|---------------------|
| Mitchell County Inspections       | 10-540-45 | \$28,500        | 2,850.00 | \$31,350            |
| <b>Total Building Inspections</b> |           | <b>\$28,500</b> |          | <b>\$ 31,350.00</b> |

**Public Works**

|                                   |           |                      |             |                      |
|-----------------------------------|-----------|----------------------|-------------|----------------------|
| Salaries                          | 10-560-02 | \$383,906            | 1,687.00    | \$385,593            |
| Professional Services             | 10-560-04 | \$775                | 0.00        | \$775                |
| FICA                              | 10-560-05 | \$29,451             | 47.00       | \$29,498             |
| Group Insurance                   | 10-560-06 | \$67,859             | 1,728.00    | \$69,587             |
| Retirement                        | 10-560-07 | \$46,934             | 2,924.00    | \$49,858             |
| Workers com                       | 10-560-09 | \$12,015             | 0.00        | \$12,015             |
| Labor Allocation Credit (streets) | 10-560-10 | -\$12,045            | 0.00        | -\$12,045            |
| Labor Allocation Credit (water)   |           | -\$312,956           | 81,339.00   | -\$394,295           |
| Labor Allocation Credit (Sewer)   |           | -\$156,478           | (10,443.00) | -\$146,035           |
| Telephone & Postage               | 10-560-11 | \$4,500              | 0.00        | \$4,500              |
| Utilities                         | 10-560-13 | \$15,000             | 0.00        | \$15,000             |
| Travel                            | 10-560-14 | \$750                | 0.00        | \$750                |
| Building/Grnd Maintenance         | 10-560-15 | \$4,500              | 0.00        | \$4,500              |
| Equipment Maintenance             | 10-560-16 | \$6,000              | 0.00        | \$6,000              |
| Auto Maintenance                  | 10-560-17 | \$10,000             | 0.00        | \$10,000             |
| Auto Supplies                     | 10-560-31 | \$21,000             | 0.00        | \$21,000             |
| Supplies & Materials              | 10-560-33 | \$10,000             | 2,000.00    | \$12,000             |
| Uniform Rental                    | 10-560-35 | \$11,000             | 0.00        | \$11,000             |
| Dues & Subscription               | 10-560-53 | \$100                | 0.00        | \$100                |
| Miscellaneous                     | 10-560-57 | \$2,500              | 0.00        | \$2,500              |
| Interest - UCB                    | 10-560-58 | \$500                | (500.00)    | \$0                  |
| Capital Outlay                    | 10-560-74 | \$4,449              | 95,551.00   | \$100,000            |
| Debt Payment Street Sweeper       | 10-560-99 | \$50,000             | (50,000.00) | \$0                  |
| <b>Total Public Works</b>         |           | <b>\$ 199,760.00</b> |             | <b>\$ 182,301.00</b> |

**Powell Bill**

|                          |           |                      |             |                      |
|--------------------------|-----------|----------------------|-------------|----------------------|
| Right of Way             | 10-570-03 | \$2,000              | 0.00        | \$2,000              |
| Engineering Services     | 10-570-04 |                      | 0.00        | \$0                  |
| Labor Allocation         | 10-570-10 | \$10,045             | 2,000.00    | \$12,045             |
| Paving & Resurfacing     | 10-570-15 | \$50,000             | 48,240.00   | \$98,240             |
| Equip Maintenance        | 10-570-16 | \$4,500              | 500.00      | \$5,000              |
| Snow & Ice Removal       | 10-570-18 | \$10,000             | 0.00        | \$10,000             |
| Drainage & Storm Sewer   | 10-570-19 | \$49,000             | (34,000.00) | \$15,000             |
| Curb & Guttering         | 10-570-20 | \$1,000              | (500.00)    | \$500                |
| Traffic Control          | 10-570-22 | \$2,000              | 0.00        | \$2,000              |
| Sidewalks                | 10-570-25 |                      | 0.00        | \$0                  |
| Supplies & Materials     | 10-570-33 | \$750                | 0.00        | \$750                |
| Capital Outlay           | 10-570-74 | \$0                  | 0.00        | \$0                  |
| <b>Total Powell Bill</b> |           | <b>\$ 129,295.00</b> |             | <b>\$ 145,535.00</b> |

**Sanitation**

|                         |           |                 |          |                     |
|-------------------------|-----------|-----------------|----------|---------------------|
| Contracted Services     | 10-580-45 | \$83,909        | 5,041.00 | \$88,950            |
| <b>Total Sanitation</b> |           | <b>\$83,909</b> |          | <b>\$ 88,950.00</b> |

**Parks & Recreation**

|                                     |           |                      |             |                      |
|-------------------------------------|-----------|----------------------|-------------|----------------------|
| Salaries                            | 10-620-02 | \$101,765            | 26,343.00   | \$128,108            |
| FICA                                | 10-620-05 | \$7,786              | 2,015.00    | \$9,801              |
| Group Insurance                     | 10-620-06 | \$8,499              | 197.00      | \$8,696              |
| Retirement                          | 10-620-07 | \$5,438              | 604.00      | \$6,042              |
| Workers Comp                        | 10-620-09 | \$2,250              | 0.00        | \$2,250              |
| Telephone & Postage                 | 10-620-11 | \$4,322              | 0.00        | \$4,322              |
| Utilities                           | 10-620-13 | \$21,500             | 1,000.00    | \$22,500             |
| Travel/Education                    | 10-620-14 | \$700                | 0.00        | \$700                |
| Building/Grnd Maintenance           | 10-620-15 | \$14,500             | (4,500.00)  | \$10,000             |
| Equipment Maintenance               | 10-620-16 | \$7,500              | 0.00        | \$7,500              |
| Auto Maintenance                    | 10-620-17 | \$3,500              | 0.00        | \$3,500              |
| Auto Supplies                       | 10-620-31 | \$3,200              | 0.00        | \$3,200              |
| Supplies & Materials                | 10-620-33 | \$11,500             | 1,000.00    | \$12,500             |
| Contracted Services                 | 10-620-45 | \$3,500              | 0.00        | \$3,500              |
| Purchases For Resale                | 10-620-48 | \$6,000              | 0.00        | \$6,000              |
| Dues & Subscription                 | 10-620-53 | \$575                | 0.00        | \$575                |
| Miscellaneous                       | 10-620-57 | \$1,500              | 0.00        | \$1,500              |
| Capital Outlay                      | 10-620-74 | \$39,207             | (29,207.00) | \$10,000             |
| Brad Ragan PARTF Grant              | 10-620-76 | \$100,000            | (50,000.00) | \$50,000             |
| <b>Total Parks &amp; Recreation</b> |           | <b>\$ 343,242.00</b> |             | <b>\$ 290,694.00</b> |

**Library**

|                           |           |                      |            |                      |
|---------------------------|-----------|----------------------|------------|----------------------|
| Building/Grnd Maintenance | 10-630-15 | \$10,000             | (5,000.00) | \$5,000              |
| Operations                | 10-630-45 | \$99,707             | 2,263.00   | \$101,970            |
| Insurance                 | 10-630-54 | \$1,870              | 0.00       | \$1,870              |
| Capital Outlay            | 10-630-74 | \$0                  | 28,465.00  | \$28,465             |
| <b>Total Library</b>      |           | <b>\$ 111,577.00</b> |            | <b>\$ 137,305.00</b> |

***TRAC Grant***

|  |           |                        |             |                        |
|--|-----------|------------------------|-------------|------------------------|
| TRAC Grant                             | 10-635-45 | \$5,000                | 0.00        | \$5,000                |
| <b>Total TRAC Grant</b>                |           | <u>\$5,000</u>         |             | <u>\$ 5,000.00</u>     |
| <b><i>Cemetery</i></b>                 |           |                        |             |                        |
| Grounds Maintenance                    | 10-640-15 | \$36,500               | (14,500.00) | \$22,000               |
| Dues & Subscriptions                   | 10-640-53 | \$350                  |             | \$350                  |
| <b>Total Cemetery</b>                  |           | <u>\$36,850</u>        |             | <u>\$ 22,350.00</u>    |
| <b>Contingency</b>                     | 10-650-99 | \$ 45,411.00           |             | \$ 65,192.00           |
| <b><i>Loan Disbursements</i></b>       |           |                        |             |                        |
| Loan Disbursements                     | 15-496-00 | \$0                    | 0.00        | \$0                    |
| <b>Total Loan Disbursements</b>        |           | <u>\$ -</u>            |             | <u>\$ -</u>            |
| <b>Total General Fund Expenditures</b> |           | <u>\$ 2,706,830.00</u> |             | <u>\$ 2,843,966.00</u> |



**Town of Spruce Pine**  
**Enterprise Fund**  
**Proposed Budget**  
**2023-2024**

|  |           | <u>22/23</u>              |                          | <u>Proposed</u>           |
|--|-----------|---------------------------|--------------------------|---------------------------|
|  |           | <u>Budget</u>             | <u>Increase/Decrease</u> | <u>23/24 Budget</u>       |
| <b><u>Water &amp; Sewer Revenue</u></b>    |           |                           |                          |                           |
| Water & Sewer Interest                     | 30-329-00 | \$5,250                   | 9,750.00                 | \$15,000                  |
| Miscellaneous Revenues                     | 30-335-00 | \$2,500                   | 0.00                     | \$2,500                   |
| Charges for Water                          | 30-371-01 | \$1,594,000               | 144,000.00               | \$1,738,000               |
| Charges for Sewer                          | 30-371-02 | \$1,064,000               | 108,000.00               | \$1,172,000               |
| Water Taps                                 | 30-373-01 | \$2,000                   | 2,000.00                 | \$4,000                   |
| Sewer Taps                                 | 30-373-02 | \$1,000                   | 1,000.00                 | \$2,000                   |
| Penalties                                  | 30-374-00 | \$23,000                  | 1,000.00                 | \$24,000                  |
| Delinquent Account Fees                    | 30-375-00 | \$8,000                   | 2,000.00                 | \$10,000                  |
| Misc W&S Sales                             | 30-376-00 | \$12,000                  | (7,000.00)               | \$5,000                   |
| Septic Dumping Fees                        | 30-376-01 | \$0                       | 40,000.00                | \$40,000                  |
| Transfer In - ARPA Fund                    | 30-382-00 | \$364,106                 | (364,106.00)             | \$0                       |
| Sale of Fixed Assets                       | 30-383-00 | \$0                       | 0.00                     | \$0                       |
| Retained Earnings Appropriated             | 30-399-00 |                           | 0.00                     |                           |
| <b>Total Water &amp; Sewer Revenues</b>    |           | <b><u>\$3,075,856</u></b> |                          | <b><u>\$3,012,500</u></b> |
| <b><u>Enterprise Fund Expenditures</u></b> |           |                           |                          |                           |
| <b><u>Water &amp; Sewer Debt</u></b>       |           |                           |                          |                           |
| Federal Revolving Loan                     | 30-660-83 | \$24,260                  | 0.00                     | \$24,260                  |
| SRF Loan Principal                         | 30-660-84 | \$63,325                  | (31,662.50)              | \$31,663                  |
| SRF Loan Interest                          | 30-660-85 | \$6,798                   | (357.00)                 | \$6,441                   |
| Gen Fund Loan Principal                    | 30-660-86 |                           | 0.00                     | \$0                       |
| Gen Fund Loan Interest                     | 30-660-87 |                           | 0.00                     | \$0                       |
| <b>Total Water &amp; Sewer Debt</b>        |           | <b><u>\$94,383</u></b>    |                          | <b><u>\$62,364</u></b>    |

**Water & Sewer Administration**

|   |           |                    |             |                    |
|---|-----------|--------------------|-------------|--------------------|
| Professional Services                         | 30-720-04 | \$5,600            | 0.00        | \$5,600            |
| Admin Costs                                   | 30-720-10 | \$269,071          | 11,390.00   | \$280,461          |
| Postage                                       | 30-720-11 | \$10,500           | 0.00        | \$10,500           |
| Travel/Training                               | 30-720-14 | \$500              | 500.00      | \$1,000            |
| Equipment Maint                               | 30-720-16 | \$1,000            | 0.00        | \$1,000            |
| Supplies & Materials                          | 30-720-33 | \$37,250           | (16,015.00) | \$21,235           |
| Plant Operations Contract                     | 30-720-45 | \$894,000          | 46,632.00   | \$940,632          |
| Software Support                              | 30-720-46 | \$2,500            | 0.00        | \$2,500            |
| Insurance                                     | 30-720-54 | \$31,000           | 1,000.00    | \$32,000           |
| Misc  | 30-720-57 | \$1,500            | 0.00        | \$1,500            |
| Capital Outlay                                | 30-720-74 | \$5,497            | (5,497.00)  | \$0                |
| Bad Debt                                      | 30-720-87 | \$2,000            | 0.00        | \$2,000            |
| Service Charge                                | 30-720-88 | \$4,500            | 0.00        | \$4,500            |
| <b>Total Water &amp; Sewer Administration</b> |           | <b>\$1,264,918</b> |             | <b>\$1,302,928</b> |

**Water Expense**

|                            |           |                  |              |                  |
|----------------------------|-----------|------------------|--------------|------------------|
| Professional Services      | 30-811-04 | \$5,100          | 6,100.00     | \$11,200         |
| Telephone Telemetry        | 30-811-11 | \$14,000         | 0.00         | \$14,000         |
| Utilities                  | 30-811-13 | \$99,000         | 0.00         | \$99,000         |
| Facilities Maintenance     | 30-811-15 | \$6,500          | 0.00         | \$6,500          |
| Dist System Maint          | 30-811-18 | \$120,000        | 28,255.00    | \$148,255        |
| Labor Allocation           | 30-811-19 | \$312,956        | 81,339.00    | \$394,295        |
| Water Chemical Supplies    | 30-811-33 | \$92,000         | 5,000.00     | \$97,000         |
| Dues/Subscriptions         | 30-811-53 | \$5,600          | 0.00         | \$5,600          |
| Miscellaneous              | 30-811-57 | \$1,500          | 0.00         | \$1,500          |
| Capital Outlay             | 30-811-74 | \$195,932        | (141,290.00) | \$54,642         |
| Debt Payment - Water Truck | 30-811-99 | \$9,395          | 0.00         | \$9,395          |
| <b>Total Water Expense</b> |           | <b>\$861,983</b> |              | <b>\$841,387</b> |

Sewer Expense

|   |           |                           |             |                           |
|---|-----------|---------------------------|-------------|---------------------------|
| Professional Services                     | 30-812-04 | \$6,000                   | 0.00        | \$6,000                   |
| Telephone Telemetry                       | 30-812-11 | \$14,300                  | 0.00        | \$14,300                  |
| Utilities                                 | 30-812-13 | \$98,680                  | 3,320.00    | \$102,000                 |
| Facilities Maintenance                    | 30-812-15 | \$3,000                   | 0.00        | \$3,000                   |
| Coll System Maint                         | 30-812-18 | \$97,000                  | 32,110.00   | \$129,110                 |
| Labor Allocation                          | 30-812-19 | \$156,478                 | (10,443.00) | \$146,035                 |
| Sewer Chemical Supplies                   | 30-812-33 | \$25,000                  | 5,000.00    | \$30,000                  |
| Contracted Services                       | 30-812-45 | \$60,000                  | 10,000.00   | \$70,000                  |
| Dues & Subscriptions                      | 30-812-53 | \$8,200                   | 800.00      | \$9,000                   |
| Miscellaneous                             | 30-811-57 | \$1,000                   | 0.00        | \$1,000                   |
| Capital Outlay                            | 30-812-74 | \$62,719                  | 51,814.00   | \$114,533                 |
| Debt Payment - Maintenance Truck          | 30-812-99 | \$0                       | 0.00        |                           |
| <b>Total Sewer Expense</b>                |           | <b><u>\$532,377</u></b>   |             | <b><u>\$618,978</u></b>   |
| Contribution to Fund 77                   | 30-900-77 | <u>\$50,000</u>           |             | <u>\$50,000</u>           |
| Contingency                               | 30-900-99 | <u>\$272,195</u>          |             | <u>\$136,843</u>          |
| <b>Total Enterprise Fund Expenditures</b> |           | <b><u>\$3,075,856</u></b> |             | <b><u>\$3,012,500</u></b> |

**Capital Outlay/New Items by Department  
2023-2024**

**Administration & Finance**

|           |             | Capital | New |
|-----------|-------------|---------|-----|
| Computers | \$ 3,000.00 |         |     |

**Main Street/Economics**

|                               |              |
|-------------------------------|--------------|
| Operating                     | \$ 31,575.00 |
| DEAP/Façade Grant             | \$ 20,000.00 |
| Streetscape Planning & Design | \$ 15,000.00 |

**\*Miscellaneous**

|                               |                     |
|-------------------------------|---------------------|
| Chamber                       | \$ 5,000.00         |
| Mitchell County Animal Rescue | \$ 1,000.00         |
| Big Brothers, Big Sisters     | \$ 1,000.00         |
| <b>Total</b>                  | <b>\$ 73,575.00</b> |

**Public Buildings & Facilities**

|                                     |              |
|-------------------------------------|--------------|
| Pole Mounted Christmas Trees & Bows | \$ 10,397.88 |
|-------------------------------------|--------------|

**Public Works**

|              |              |
|--------------|--------------|
| Roof at Shop | \$ 59,000.00 |
| F-150        | \$ 41,000.00 |

|              |                      |
|--------------|----------------------|
| <b>Total</b> | <b>\$ 100,000.00</b> |
|--------------|----------------------|

**Police**

|                                     |              |
|-------------------------------------|--------------|
| Evidence Room                       | \$ 5,000.00  |
| Training/Travel                     | \$ 5,000.00  |
| Drug Money                          | \$ 5,000.00  |
| Cameras/Door Access - Evidence Room | \$ 4,875.00  |
| 2023 Dodge Durango                  | \$ 43,000.00 |

|              |                     |
|--------------|---------------------|
| <b>Total</b> | <b>\$ 19,875.00</b> |
|--------------|---------------------|

|              |                     |
|--------------|---------------------|
| <b>Total</b> | <b>\$ 43,000.00</b> |
|--------------|---------------------|

**Powell Bill**

|   |              |
|---|--------------|
| Paving - Dogwood, Sunnybrooke, Buchanan, Bailey | \$ 84,250.00 |
| Paving - Waste Plant Road                       | \$ 13,990.00 |

|              |                     |
|--------------|---------------------|
| <b>Total</b> | <b>\$ 98,240.00</b> |
|--------------|---------------------|

**Parks & Recreation**

|                   |             |
|-------------------|-------------|
| Two Weedeaters    | \$ 1,000.00 |
| Handicapped Swing | \$ 9,975.00 |

**Library**

|                        |              |
|------------------------|--------------|
| Operations             | \$ 2,273.00  |
| Heater/Air Conditioner | \$ 28,465.00 |

**Water & Sewer Administration**

|   |              |
|---|--------------|
| New Water Meters & Sensors (50 Meters / 100 RR) | \$ 16,235.00 |
|---|--------------|

**Water Department**

|                           |    |           |
|---------------------------|----|-----------|
| Volvo Trackhoe            | \$ | 44,642.00 |
| 2 Fire Hydrants           | \$ | 10,000.00 |
| 2 - Turbidimeters         | \$ | 8,600.00  |
| LED Lights at Water Plant | \$ | 3,905.00  |
| Torches                   | \$ | 750.00    |

|              |           |                  |
|--------------|-----------|------------------|
| <b>Total</b> | <b>\$</b> | <b>54,642.00</b> |
| <b>Total</b> | <b>\$</b> | <b>13,255.00</b> |

**Sewer Department**

|   |    |           |
|---|----|-----------|
| Volvo Trackhoe  | \$ | 44,642.00 |
| Rehab of Piping & 1 New Pump at Maint. Sewer Lift Station   | \$ | 34,991.00 |
| Clarifier Rehab at Waste Plant                              | \$ | 34,900.00 |
| Led Lights at Waste Plant                                   | \$ | 960.00    |
| Outside Light & Alarm on Main Influent Pumps at Waste Plant | \$ | 1,150.00  |
| Sewer Line Cleaning   | \$ | 15,000.00 |

|              |           |                   |
|--------------|-----------|-------------------|
| <b>Total</b> | <b>\$</b> | <b>114,533.00</b> |
| <b>Total</b> | <b>\$</b> | <b>17,110.00</b>  |



