

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 14.

Date of Request: February 8, 2008

Date Request Received: February 8, 2008

Board Meeting Date Requested: February 18, 2008

Board Meeting Date Assigned: February 18, 2008

Short Title: Resolution Authorizing Signature Authority For County Encroachment Agreements.

- Request Status:**
- Request is proceeding to Board of Commissioners
 - More information is needed – see attached
 - Request on hold – no further information needed
 - Other:

Background: As more developers construct water systems intended to be imminently or eventually connected to the County Water System, the County must enter into a three (3) party Right of Way agreement with the Developer and NC Department of Transportation.

Standard "Encroachment Agreements" are routinely delivered to the County for execution in conjunction with permitted water construction. These proposed agreements are reviewed by the Public Utilities Director and Water Operator and compared to the permit application and supporting documentation. The County must designate the appropriate person authorized to sign these documents.

Staff recommends that the County authorize individuals holding the following positions to be the signatories: County Manager, Assistant County Manager, Public Utilities Director, County Water Operator (ORC).

Specific Action Requested: The Board of Commissioners is requested to authorize the County Manager, Assistant County Manager, Public Utilities Director and the Water Operator (ORC) to sign Three Party Right of Way/Encroachment Agreements on behalf of the County

Requested by: Melinda Knoerzer
Department: Pender Utilities
Title: Administrative Assistant
Contact Phone: 910.259.1280
Contact Fax: 910.259.1579

(Administrative Use Only)

CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
 - Federal Grantor
 - State Grantor
 - Grant or
- County as Grantor
 - County Funds
 - Other Funds:
- Revision
- For Equipment

PURCHASING Budgeted Item: Yes No
Date Rec'd: Reviewed and Approved
 Comments on Reverse

Date Sent: Signed:

ATTORNEY Reviewed and Approved
Date Rec'd: Legal Problem(s)
 Comments on Reverse

Date Sent: Signed:

FINANCE Sufficient Funds Available
Date Rec'd: Not Available
 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Sent: Signed:

CLERK Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd Approved by Board: Yes No
At meeting on

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

AD
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Board of Commissioners that

the individuals holding the following positions are authorized to sign Three Party Right of Way/Encroachment Agreements on behalf of the County:

County Manager
Assistant County Manager
Public Utilities Director
Water Operator (ORC)

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Williams ___ Tate ___ Blanchard ___ Brown ___ Rivenbark ___

James David Williams, Jr., Chairman 02/18/08
Date

Attest 02/18/08
Date