



## REQUEST FOR BOARD ACTION

ITEM NO. 10

**DATE OF MEETING:** May 16, 2016

**REQUESTED BY:** Judith Herring, Housing Director

**SHORT TITLE:** Resolution Authorizing Appropriation of \$23,900 to make septic system repairs at Country Court Apartments.

**BACKGROUND:** Country Court Apartments, a County owned property, has failing septic systems at three of the four buildings at the site. A repair permit has been issued for repairs. Requests for proposals were made and three bids obtained. We accepted the lowest responsible bid. That bid was from RSC Engineering. The bid price is \$23,900.

The property does not have sufficient capital reserves to pay for repairs. Therefore we are asking the County to pay for the repairs. The repairs are needed immediately and cannot wait for the property to "save" enough capital reserve funds.

Copies of all three bids received are attached to this request.

**SPECIFIC ACTION REQUESTED:** To approve appropriation of \$23,900 to pay for the cost of septic system repairs for Buildings A, B & C at Country Court Apartments.

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that:

the Board hereby authorizes the County to appropriate \$23,900 to pay the cost of septic system repairs at County Court Apartments.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Brown \_\_\_ McCoy \_\_\_ Keith \_\_\_ Piepmeyer \_\_\_ Williams \_\_\_

\_\_\_\_\_  
George R. Brown, Chairman      5/16/2016

\_\_\_\_\_  
ATTEST                      5/16/2016



Engineering, PLLC

16310 US Highway 17, Hazenstead, NC 28443

PHONE: 910.270.9589 Fax: 910.270.9592 E-mail: rscengineering@charter.net

October 28, 2015

March 7, 2016

Ms. Judy Herring  
Pender County Housing Authority  
[jherring@pendercountync.gov](mailto:jherring@pendercountync.gov)  
910-259-1208

Re: Country Court Apartments Septic Repair Estimate

RSC Engineering, PLLC is pleased to provide estimate for the installation of the on-site wastewater systems for the referenced site. The estimate includes labor and materials to install the system as described below. The estimate for System A&B is based upon Improvement Permit (IP15-178B) issued by Pender County Health Department on 10/9/15. The estimate for System C is based upon Construction Authorization (CA16-040B) issued on 2/29/16.

System A&B Fill Pad Description:

- Purchase and haul fill material as needed for fill pad
- Build fill pad, including side slopes for inspection
- Assumes trucks can access fill pad location
- Total Budget Cost: **\$6400** (Materials: \$3000, Labor & Equipment: \$3400)

System A&B Septic System Description – Repair, Anaerobic Drip (1440 gpd):

- Utilize existing septic tank
- Pump existing septic tanks (2 total)
- Add filter(s) to existing septic tanks (2 total)
- Utilize existing pump tank
- Pump existing pump tank (1 total)
- Install pump, floats and control panel at existing pump tank
- Install hydraulic unit for effluent distribution
- Install 1" supply and return lines
- Build and install manifolds (supply/return), air release valves, check valves, etc.
- Install drip tubing (1224 linear feet)
- Contractor grade seed and straw over drain field after installation
- Assumes access to the site for trucks and equipment
- Assumes permanent power to the control panel provided by others
- Total Cost: **\$11250** (Materials: \$8500, Labor & Equipment: \$2750)

**\$23,900**

System A&B ORC Description:

- Inspection frequency is 4 times/year for the first year, 2 times/year thereafter (if system is well)
- Inspect and evaluate septic tanks and pump tank
- Pull, clean and reinstall filters in septic tank(s) and hydraulics unit
- Dose system and check line pressures, dose rates, pump delivery rates, etc.

- Complete reports and submit to the owner and local health department
- Total Budget Cost: \$550 per year

System C Septic System Description – Repair, 25% Reduction (480 gpd):

- Utilize existing septic tank
- Install new distribution box
- Install (4) 100' drain lines (polystyrene)
- Assumes gravity can be achieved
- Purchase, haul and spread fill material for 6" cover as required
- Contractor grade seed and straw over drain field after installation
- Assumes access to the site for trucks and equipment
- Total Cost: \$5700 (Materials: \$3500, Labor & Equipment: \$2200)

All permit fees (local and state) will be the responsibility of the owner. The estimate is good for 30 days. The estimate does not include relocating any utilities (water line, electrical line, etc.) or removing any trees, porches, decks, playground equipment, etc. This estimate assumes that site is ready for installation. If you should have questions regarding this proposal, please feel free to contact me. I appreciate the opportunity to quote this work for you.

Sincerely,

sonya Edens, EI

**ELJ Inc.**  
133 Batting Cage Trail  
Jacksonville, NC 28540  
Phone: 910-347-9010  
Fax: 910-347-4677

**Ed Jones Jr.**  
Vice President  
Email: eljinc@eastnc.twcbe.com

**Pender County Housing Authority**  
**P.O. Box 1149**  
**Burgaw, NC 28425**

December 4, 2015

ATTN: Judith Herring

RE: Permit #IP15-178B Country Court Apartments

ELJ INC. to complete repair system per Permit #IP15-178B per the conditions noted.

1. See attached permit

**TOTAL COST: \$32,500.00**



PRODUCT 118

# Proposal

Page No.

of

Pages

## M & C SEPTIC TANK SERVICE, INC.

520 Marybeth Road  
KINSTON, NORTH CAROLINA 28504  
(252) 527-5630  
Fax (252) 527-4964

16 APR 14 AM 10:42:51

PROPOSAL SUBMITTED TO <i>Judith C. Herring</i>	PHONE <i>910-259-1378</i>	DATE <i>4-13-14</i>
STREET	JOB NAME <i>Pender Co. Housing</i>	
CITY, STATE and ZIP CODE	JOB LOCATION <i>805 South Walker</i>	
ARCHITECT	DATE OF PLANS	JOB PHONE
	<i>Burgaw NC</i>	

We hereby submit specifications and estimates for:

*install as permit's  
Rate seed + mulch all areas disturbed  
include's a new pump tank  
Buildings: A B + C*

*\$ 32,500<sup>00</sup>*

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control, Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

*Jack Creech*

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_



## PENDER COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL HEALTH DIVISION  
803 Walker Street, P.O. Box 1209  
Burgaw, NC 28425  
Phone 910-259-1233 FAX 910-259-1404  
[www.pendercountync.gov](http://www.pendercountync.gov)

### IMPROVEMENT PERMIT

Parcel PIN: 2286-65-9062  
Application Date:

Permit #: IP 15-178B

Applicant: Pender County Housing  
Address: 805 South Walker  
Burgaw, NC

Owner: same  
Address:

Phone: 259.1370

Phone:

Property Desc.: E/S 421 (Buildings A and B)  
Property Address: 10260 US Hwy 421  
Permit Type: Residential Repair

Lot Size (Acres):  
Facility Type: Single Family Dwelling  
Water Supply: Well

	<u>INITIAL SYSTEM</u>	<u>REPAIR SYSTEM</u>
Design Flow: 1440	System Type:	System Type: Anaerobic Drip In Fill
No. of Bedrooms: 12	System Class:	System Class: Y
Site Classification: PG	Useable Soil Depth:	Useable Soil Depth:
	LTAR:	LTAR:

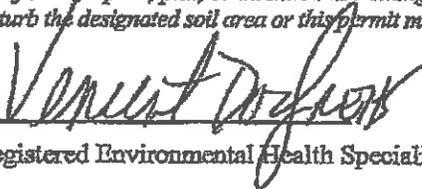
#### Conditions:

18 inch mound to be built prior to the Construction Authorization being issued.  
Installer to meet on site prior to construction of mound - site specific.  
1,224 linear feet of drip tubing required. (18 runs on 2 foot centers at 68 feet in length)  
Operator required at time of Operations Permit being issued.  
See "Fill Plan" for mound/pad details and construction requirements.  
Recommend to pump all septic and pump tanks.  
Install effluent filters in both septic tanks if not present.

#### **-THE DRAINFIELD MUST BE SEEDED PRIOR TO SYSTEM APPROVAL.**

Refer to the attached site plan for specific information regarding location of the designated area. Soil and site descriptions are located on file at Pender County Environmental Health. There may be other types of systems which are applicable to this site. The permit and evaluation are valid only for the site as designated on the attached site plan. A Construction Authorization must be issued prior to the issuance of the Building Permit and before any construction or system installation can commence. This permit is subject to revocation if the site plan, plat, or intended use changes or if the site is altered. Do not drive on or otherwise disturb the designated soil area or this permit may be revoked.

ISSUED: 09 Oct 15

  
Registered Environmental Health Specialist

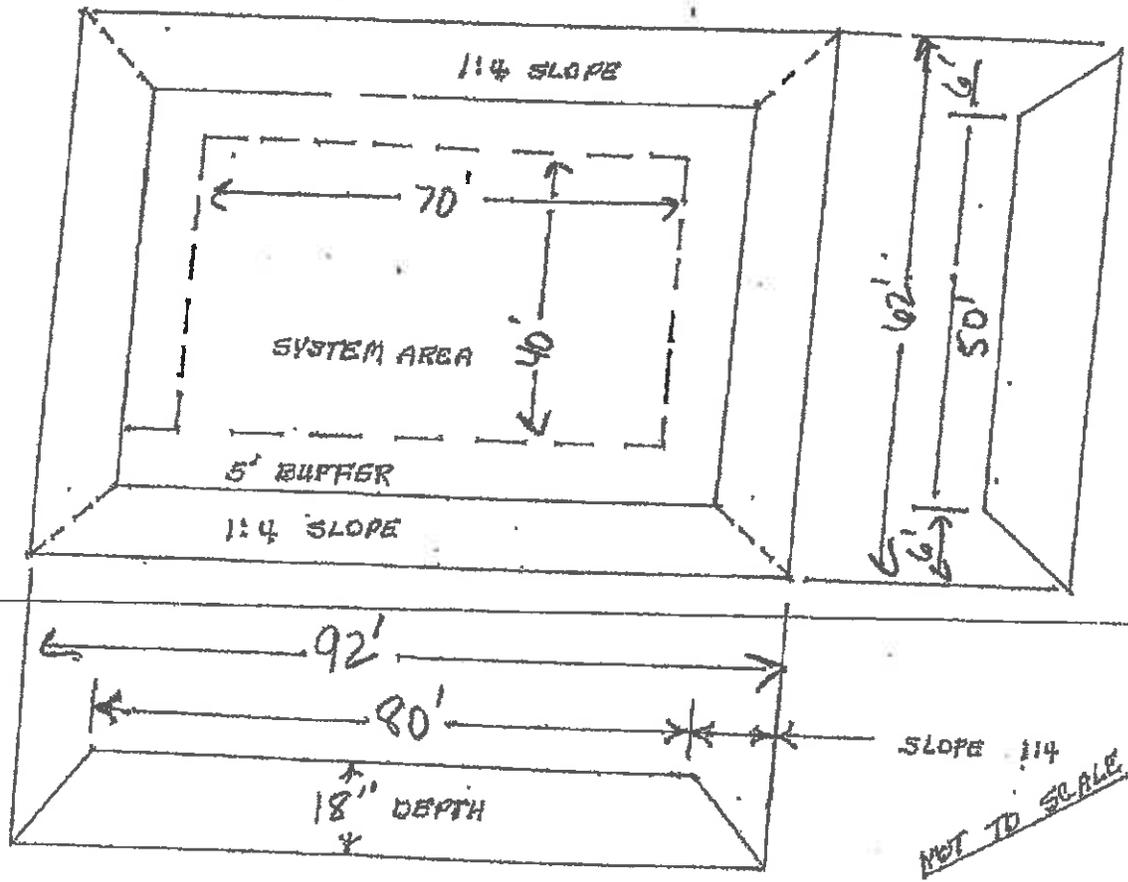
EXPIRES: 09 Oct 20

PENDER COUNTY HEALTH DEPT.  
 ENVIRONMENTAL HEALTH SECTION  
 P. O. BOX 1209, BURGAW, NC 28425

FILL PLAN

PERMIT # IP 15-178B

DEPTH OF FILL 18'  
 TOTAL FILL AREA 62' x 92' (INCLUDES SIDESLOPE)  
 AREA FOR SYSTEM & 5' BUFFER 50' x 80'  
 LENGTH OF 1:4 SIDESLOPE 6'  
 NUMBER & LENGTH OF LINES 18 runs @ 68 feet each (Anaerobic Drip)



\*NOTE: The above area indicates nitrification field area only.

Remove vegetation and root mat, disk the site, apply 4" - 6" of fill; disk again to mix soils to a depth required. Construct the 1:4 sideslope.

Setbacks are measured to the TOE of the fill.

PENDER COUNTY HEALTH DEPT.  
ENVIRONMENTAL HEALTH SECTION  
P.O. BOX 682  
HAMPSTEAD, NC 28443

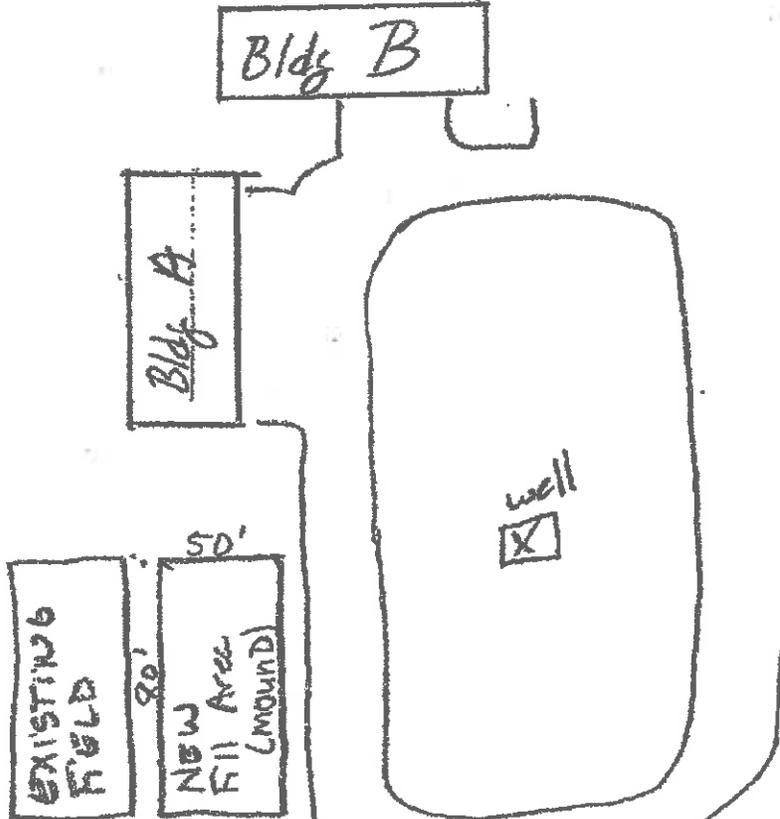
PERMIT # IP 15-178 B  
PAGE 1 OF 1

SIGNATURE

*[Signature]*

DATE

09/02/15

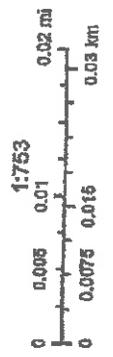


PIN: 2286-65-9062-0000.  
Owner: PENDER CO HOUSING AUTHORITY  
605 E SATCHWELL ST  
BURGAW, NC 28429  
Deed Ref: 61553  
Property Address: 10260 US HWY 421  
Description: E/S 421

Sale Price: \$0  
Sale Date:  
Plat: NOPLAT  
Account No: 31993  
Township: GRADY  
Subdivision:  
Tax Codes: G01 F25 R40

Acres: 20.58  
Land Value: \$73,892  
Building Value: \$314,941  
Total value: \$388,833  
Deferred Value: \$0  
Exempt Amount:  
PCL Class: EX-1  
Heated Sq Feet: 2128:::2128:2128:2128

Pender County



1 inch = 63 feet  
October 9, 2015



**PENDER COUNTY HEALTH DEPARTMENT**

ENVIRONMENTAL HEALTH DIVISION  
803 Walker Street, P.O. Box 1209  
Burgaw, NC 28425  
Phone 910-259-1233 FAX 910-259-1404  
[www.pendercountync.gov](http://www.pendercountync.gov)

**IMPROVEMENT PERMIT**

Parcel PIN: 2286-65-9062  
Application Date:

Permit #: IP 16-040B

Applicant: Pender County Housing Authority  
Address: 505 East Satchwell Street  
Burgaw, NC

Owner: same  
Address:

Phone:

Phone:

Property Desc.: Country Court Apts. Building C  
Property Address: 10260 US Hwy 421  
Permit Type: Residential Repair

Lot Size (Acres):  
Facility Type: Single Family Dwelling  
Water Supply: Well

	<u>INITIAL SYSTEM</u>	<u>REPAIR SYSTEM</u>
Design Flow:	480 GPD	
No. of Bedrooms:	4	
Site Classification:	ps	
	System Type:	System Type: Other Trench (25%)
	System Class:	System Class: IIIg
	Useable Soil Depth:	Useable Soil Depth: 24"
	LTAR:	LTAR:

**Conditions:**

Six inch cap required to be brought in at time of installation.

**-INSTALL DRAIN LINES ON CONTOUR.**

**-IF GRAVITY FLOW CANNOT BE MAINTAINED A PUMP TANK WILL BE REQUIRED.**

**-THE DRAINFIELD MUST BE SEEDED PRIOR TO SYSTEM APPROVAL.**

*Refer to the attached site plan for specific information regarding location of the designated area. Soil and site descriptions are located on file at Pender County Environmental Health. There may be other types of systems which are applicable to this site.*

*The permit and evaluation are valid only for the site as designated on the attached site plan. A Construction Authorization must be issued prior to the issuance of the Building Permit and before any construction or system installation can commence.*

*This permit is subject to revocation if the site plan, plat, or intended use changes or if the site is altered. Do not drive on or otherwise disturb the designated soil area or this permit may be revoked.*

ISSUED: 29 Feb 16

Registered Environmental Health Specialist

EXPIRES: 29 Feb 21



**PENDER COUNTY HEALTH DEPARTMENT**

ENVIRONMENTAL HEALTH DIVISION  
 803 Walker Street, P.O. Box 1209  
 Burgaw, NC 28425  
 Phone 910-259-1233 FAX 910-259-1404  
[www.pendercountync.gov](http://www.pendercountync.gov)

**WASTEWATER SYSTEM CONSTRUCTION AUTHORIZATION**

Parcel PIN: 2286-65-9062  
 Application Date:

Permit #: CA 16-040B  
 Associated IP #: IP 16-040B

Applicant: Pender County Housing Authority  
 Address: 505 East Satchwell Street  
 Burgaw, NC  
 Phone:

Owner: same  
 Address:  
 Phone:

Property Address: 10260 US Hwy 421  
 Property Description: Country Court Apts. Building C  
 Permit Type: Residential Repair

Lot Size (Acres):  
 Facility Type: Single Family Dwelling  
 Water Supply: Well

**INITIAL SYSTEM**

Design Flow: 480 GPD  
 No. of Bedrooms: 4  
 Septic Tank: Existing  
 Pump Tank: N/A  
 System Type:  
 System Class:  
 Nitrification:  
 Max Trench Depth:  
 Horiz Trench Separation:

**REPAIR SYSTEM**

System Type: Other Trench (25%)  
 System Class: IIIg  
 Nitrification: 3' x 400'  
 Max Trench Depth: 12"  
 Horiz Trench Separation: 9'

**Conditions/Comments:**

1 - NOT DESIGNED FOR GARBAGE DISPOSAL.

Six inch cap required to be brought in at time of installation.

-INSTALL DRAIN LINES ON CONTOUR.

-IF GRAVITY FLOW CANNOT BE MAINTAINED A PUMP TANK WILL BE REQUIRED.

-THE DRAINFIELD MUST BE SEEDED PRIOR TO SYSTEM APPROVAL.

REFER TO THE ATTACHED SITE PLAN SHOWING THE SYSTEM AND FACILITY LOCATIONS AND OTHER SYSTEM SPECIFICATIONS. THIS AUTHORIZATION SHALL BECOME INVALID AND MAY BE REVOKED IF THE INFORMATION SUBMITTED ON THE APPLICATION OR SITE PLAN IS INCORRECT, FALSIFIED, OR CHANGES OR IF THE SITE IS ALTERED OR IF THE SYSTEM INSTALLATION IS NOT COMPLETED BEFORE THE EXPIRATION DATE. THE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH:

-NORTH CAROLINA ADMINISTRATIVE CODE TITLE 15A, 1900.

-APPLICABLE SYSTEM APPROVALS  
 -PENDER COUNTY HEALTH DEPARTMENT POLICIES.

ISSUED: 29 Feb 16

*Vernice Loggans*  
 \_\_\_\_\_  
 Registered Environmental Health Specialist

EXPIRES: 29 Feb 21

**Typical Setbacks Required By State Rules Unless Otherwise Specified In Writing:**

1. Any private water supply sources, including any well or spring	100 feet
2. Any public water supply source	100 feet
3. Streams classified as WS-I	100 feet
4. Any other stream, canal, marsh, or other surface water	50 feet
5. Any Class I or Class II reservoir	100 feet from normal pool elevation
6. Any permanent storm water retention pond	50 feet from flood pool elevation
7. Any other lake or pond	50 feet from normal pool elevation
8. Any building foundation or building footing	5 feet
9. Any property line	10 feet
10. Top of slope of embankments or cuts of 2 feet or more	15 feet
11. Any water line	10 feet
12. Drainage systems:	
A) Interceptor drains, foundation drains, and storm water diversions	
I) upslope from system	10 feet
II) sideslope from system	15 feet
III) downslope from system	25 feet
B) groundwater lowering ditches and devices	25 feet
13. Any swimming pool	15 feet
14. Any other nitrification field (except repair area)	20 feet
15. Drip line (outermost edge of a structure)	5 feet

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Any changes to the proposed plans must be approved by the PCHD

\*

Please do not allow any traffic, construction, excavation, utilities, material storage, or any other disturbance to take place on the designated septic areas. These activities may void your permit.

\*

The Owner is responsible for marking any property lines, corners, proposed house site, outbuildings, decks and driveways. The Contractor is responsible for ensuring that the well or septic system is installed in the proper location and that all setbacks and conditions on the permit are met.

\*

The system must be installed/repaired by a Registered Septic System Contractor

\*

For systems with a pump, the Registered Septic Contractor is responsible for insuring the proper installation of the electrical components. An electrical permit must be obtained and a person with a valid North Carolina SP-PH Electrical license must provide electrical service to the pump controller and alarm.

\*

It is the responsibility of the Registered Septic Contractor to call the PCHD to schedule the installation inspections.

\*

The Registered Septic Contractor is responsible for backfilling the system components so that no areas are subject to the retention or ponding of surface water.

\*

After the installation is completed, some settling of the backfill material may take place. The system Owner is responsible for eliminating settled or sunken area, stabilization, and final landscaping of the ground surface.

\*

When the Construction Authorization is issued for a Conventional or Accepted System, the Owner may choose to substitute any Accepted System for the permitted system, provided there are no changes necessary in the specific line locations, depths, or distribution system. When a substitution is made, verification that the Owner made the system choice will be required prior to issuance of the Operation Permit

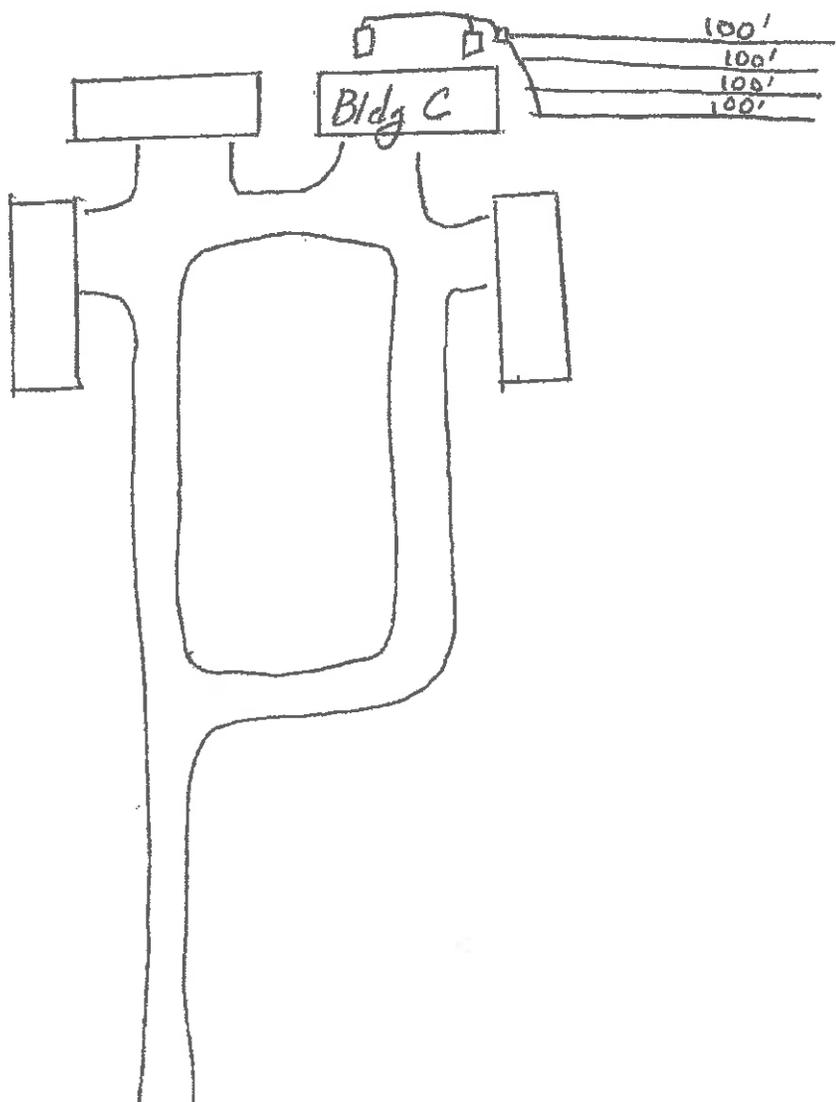
\*

It is the responsibility of the Owner to ensure proper maintenance.

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PENDER COUNTY HEALTH DEPT.  
 ENVIRONMENTAL HEALTH SECTION  
 P.O. BOX 1209  
 BURGAW, NC 28425

PERMIT # 16-0403  
 PAGE \_\_\_\_\_ OF \_\_\_\_\_  
 SIGNATURE [Signature] DATE 2/23/16

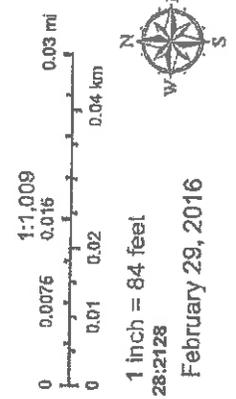


PIN: 2286-65-8062-0000  
 Owner: PENDER CO HOUSING AUTHORITY  
 505 E SATCHELWELL ST  
 BURGAW, NC 28425  
 Deed Ref: 615/33  
 Property Address: 10260 US HWY 421  
 Description: E/S 421

Sale Price: \$0  
 Sale Date:  
 Plat: NOPLAT  
 Account No: 31993  
 Township: GRADY  
 Subdivision:  
 Tax Codes: G01 F25 R40

Acres: 20.58  
 Land Value: \$73,892  
 Building Value: \$314,941  
 Total Value: \$388,833  
 Deferred Value: \$0  
 Exempt Amount:  
 PCL Class: EX-1  
 Heated Sq Feet: 2128:::2128:2128

# Pender County



1 inch = 84 feet  
 February 29, 2016