



Town of Micro
Board of Commissioners Meeting AGENDA
Tuesday - October 14, 2025
7:00 p.m.
Micro Town Hall

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

2. PUBLIC COMMENT

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda
- b. Adoption of the Agenda

POTENTIAL ACTION:

Adoption of Agenda

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

- a. Draft Minutes
 - *August 12, 2025 - Regular Meeting*
 - *September 25, 2025 - Special Joint Meeting w/Planning Board*

POTENTIAL ACTION:

Adoption of Consent Agenda as Presented

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL & WATER SEWER REPORT

- a. Billing Adjustment Report
Presenter: Christy Thomas, Finance Officer
 - *September 2025 - Report*
- b. Monthly Financial Report Update
Presenter: Christy Thomas, Finance Officer
 - *September 2025 - Report*
- c. Water Sewer Report
Presenter: Jason Bank, Public Works Director

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report
Presenter: Chad Holloman, Planning Board Chair

8. OLD BUSINESS

- a. Jerome Park Fence & Tree Quotes

Presenters: Kevin Worley, Mayor Pro Tem & Katy Garcia, Commissioner

POTENTIAL ACTION:

Award Contracts

- b. Powell Bill Funds Discussion

Presenter: Marty Parnell, Mayor

POTENTIAL ACTION:

Decision Regarding Projects

9. PUBLIC HEARINGS

- a. Special Use Permit #2025-24-SUP - Duplex at 104A Davis Street– *Quasi-Judicial*

Presenter: Kimberly A. Moffett, Town Clerk

- *Application*
- *Neighboring Property Notification Letter*
- *DRAFT Approval*

Note: A Quasi-Judicial (QJ) hearing resembles a court trial where testimony is presented. Citizens may give testimony in a QJ hearing AFTER they have taken an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Board must make Findings of Fact based upon the evidence presented. The Board refrains from “ex-parte communication” about these cases, as the Board must decide based solely on the evidence presented at the hearing itself.

POTENTIAL ACTIONS:

Approval of 2025-24-SUP

10. NEW BUSINESS

- a. Resolution Authorizing Johnston County to Serve as Tax Collector

Presenter: Kimberly A. Moffett, Town Clerk

- *Resolution*

POTENTIAL ACTION:

Adoption of Resolution #2025-25

- b. Creation of New Resident Packet

Presenter: Kimberly Moffett, Town Clerk

- *New Resident Packet*

POTENTIAL ACTION:

None – Informational Only

- c. Resolution - Utility Billing Policy Update

Presenter: Kimberly Moffett, Town Clerk

- *Resolution*

POTENTIAL ACTION:

Adoption of Resolution #2025-26

- d. Resolution – Lead & Copper Service Inventory and/or Replacement Project
Presenter: Jason Banks, Public Works Director

- *Resolution*
- *RFQ*
- *Financial Information*

POTENTIAL ACTION:

Adoption of Resolution #2025-27

- e. Discussion Sale of Police Vehicle
Presenter: Marty Parnell, Mayor

11. COMMISSIONER REPORTS

- a. Special Events Report
Presenter: Katy Garcia, Commissioner

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

POTENTIAL ACTION:

Motion to Adjourn



Town of Micro
Board of Commissioners Meeting Minutes
Tuesday - August 12, 2025
7:00 p.m.
Micro Town Hall

Officials Present:

Marty Parnell, Mayor
Kevin Worley, Mayor Pro Tem
Katy Garcia, Commissioners

Others Present:

Christy Thomas, Finance Officer
Kimberly Moffett, Town Clerk

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Parnell called the meeting to order at 7:00 p.m. He led everyone in the Pledge of Allegiance and Mr. LC Smith offered the Invocation.

2. PUBLIC COMMENT

Johnston County Commissioner stated there were no new updates regarding the naming of the bridge for Dr. Batten. It was stated the Micro Community Center would have a Ribbon Cutting on September 9, 2025.

Mr. Poole was present and stated he is a life-long resident of Micro and shared history about his property being damaged during a tornado as well as recent health issues he has experienced. He stated he was concerned about money being spent in the town to include two (2) new trucks that were purchased, the purchase of a bobcat and bucket truck. He also had concerns about three (3) police cars that were sitting around. Mayor Parnell advised that none of these purchases had been made recently. Council offered their appreciation for his attendance at the meeting and sharing his thoughts.

3. ADJUSTMENT/ADOPTION OF THE AGENDA

a. Adjustments to the Agenda

It was requested that adoption of Resolution regarding approval of County Line Water Supply Plan be added under New Business.

b. Adoption of the Agenda

ACTION:

Adoption of Agenda with amendment as above.

Motion:

Commissioner Garcia

Second:

Mayor Pro Tem Worley

Vote:

Unanimous

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

a. Draft Minutes

- *April 8, 2025 – Regular Meeting*
- *July 8, 2025 – Regular Meeting*

ACTION:

Adoption of Consent Agenda as Presented

Motion:

Mayor Pro Tem Worley

Second:

Commissioner Garcia

Vote:

Unanimous

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL & WATER SEWER REPORT

- a. Billing Adjustment Report

Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett stated a report of billing adjustments for the month of July 2025 was provided to council by Lisa Lee, Utility Billig Clerk. Ms. Moffett stated a total of 9 adjustments were made with authorization from Mayor Parnell.

- b. Monthly Financial Report Update

Presenter: Christy Thomas, Finance Officer

Ms. Thomas provided July 2025 budget vs. actual and general ledger accounting reports. There were no questions.

Ms. Moffett stated the FY '22-'23 audit had been received from the auditor and MCCOG staff were reviewing. It was stated the auditor would provide an audit report at a Special Meeting to be held on August 26, 2025.

- c. Water Sewer Report

Presenter: Jason Banks, Public Works Director

Mr. Banks stated that all reports are up to date, and we are 100% compliant. He stated that SCADA representatives would be coming out to investigate the reason for numerous false alarms.

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report

Presenter: Chad Holloman, Planning Board Chair

Mr. Holloman was present and stated there was not a quorum present for the previous Planning Board and no action was taken.

8. OLD BUSINESS

9. PUBLIC HEARINGS

- a. Special Use Permit #2025-14-SUP – *Quasi-Judicial*
Presenters: Kimberly A. Moffett, Town Clerk & Mike Wilber, Town Attorney

Attorney Wilber was present and provided information regarding a Quasi-Judicial (QJ) hearing. He stated this type of hearing resembles a court trial where testimony is presented under oath. Citizens may give testimony in a QJ hearing only after they have taken an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Board must make Findings of Fact based upon the evidence presented. The Board refrains from “ex-parte communication” about these cases, as the Board must decide based solely on the evidence presented at the hearing itself.

At this time, Mayor Parnell opened the public hearing and Attorney Wilber issued oath to those offering testimony.

Ms. Moffett stated that the application had been received, reviewed and sent to the Planning Board for their review. She stated the request was for a dog boarding facility to be located at 528 Watson Road. She stated all proper noticing had been completed.

Mr. Holloman stated the Planning Board reviewed the application and recommended approval.

Applicant, Ms. Powell, was present and stated she appreciated the opportunity to be here this evening. She stated she currently volunteers and assists several rescue groups, and this facility would assist with this. She stated all state guidelines would be followed. She stated there is a very lengthy driveway leading to the property. She further stated that it is not near any other property, and she would always be very respectful of any neighbors. She stated there would be a 5’ fence surrounding the property. She stated the facility would be temperature controlled, and the outside runs would only be used for letting dogs out to use the bathroom. There would be no outside boarding. She further stated she had septic for containment of all dog waste which is then properly disposed of at landfill.

There were no further questions of the applicant.

Council Member Garcia read all Findings of Facts into the record as follows:

1. The proposed use and development comply with the applicable regulations of this Ordinance.
2. The proposed use and improvements are compatible with the character of the surrounding area and the capacity of neighboring lands to develop as permitted in the applicable zoning district.
3. The proposed use will have minimal adverse impact on surrounding land with regard to service delivery, traffic circulation, aesthetics, odor, noise, glare, and vibration.
4. The use will not deteriorate or otherwise adversely impact water, air, scenic, and other natural resources.
5. The use will maintain safe ingress and egress to the site.
6. The use will be served by adequate road and infrastructure to support development of the site.

7. The use will protect property values and preserve public safety and welfare of the surrounding area and community at large.
8. The use complies with other applicable town, state, and federal laws regulating development of land within the Town's jurisdiction.

ACTION: Approval of Findings of Facts

Motion: Commissioner Garcia
Second: Mayor Pro Tem Worley
Vote: Unanimous

ACTION: Approval of #2025-14-SUP

Motion: Commissioner Garcia
Second: Mayor Pro Tem Worley
Vote: Unanimous

10. NEW BUSINESS

- a. Powell Bill Potential Project Discussion
Presenter: Jason Banks, Public Works Director

There was discussion about possible projects for use of Powell Bill funds. Currently there is approximately \$118,000 available and it was stated that Powell Bill funding could be used to re-surface and install speed bumps. Mr. Banks will get quotes. Mayor Parnell suggested driving through town and determining roads that need patching etc. and reporting back with that information.

- b. Phone Call/Text Notification System Discussion
Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett provided details regarding two viable options for a notification system. It was agreed that we would go with Option #2 Call Multiplier.

ACTION: Approval to Move Forward with Option #2 Call Multiplier

Motion: Commissioner Garcia
Second: Mayor Pro Tem Worley
Vote: Unanimous

- c. Dedicated 800 Phone Number for Credit Card Payments Discussion
Presenter: Kimberly Moffett, Town Clerk

There was discussion regarding possibility of getting an IVR line to accept credit cards over the phone. It was consensus of council that staff investigate options.

- d. Utility Billing Monthly Mailing Outsource Discussion
Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett provided details regarding current cost of sending out monthly bills. These costs included staff time to print, fold, stuff, stamp and seal envelopes, ink to print invoices as well as supplies to include paper and envelopes. Also provided was a quote to outsource the monthly utility billing. Outsourcing this would equate to a savings of almost \$2,400 per year.

ACTION: Approval to Move Forward with Outsourcing

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

e.

FMS/Southern Software Training Discussion
Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett stated that Ms. Thomas would be attending training for FMS Software on September 20th & September 21st.

f.

Budget Ordinance Amendment
Presenter: Christy Thomas, Finance Officer

A budget ordinance was presented regarding providing additional fire tax to the fire department. This ordinance adjusted the budget by moving monies from contingency to fire tax line item.

ACTION: Adoption of Ordinance #2025-08-01

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

g.

Potential Change to Unifirst Contract
Presenter: Christy Thomas, Finance Officer

Ms. Thomas suggested that the contract be amended to change delivery schedule from once a week. This would equate to a significant savings on an annual basis. Currently contract with Unifirst provides pick up and cleaning of carpets as well as some paper good supplies.

ACTION: Consensus to Change Delivery Schedule

h.

Resolution Adopting County Line Water Supply Plan
Presenter: Jason Banks, Public Works Director

Mr. Banks stated there are currently 39 customers on the county line water. It is required that a water supply plan be adopted.

ACTION: Adoption of Resolution #2025-19

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

11. COMMISSIONER REPORTS

- a. Special Events Report
Presenter: Katy Garcia, Commissioner

Commissioner Garcia reported the 2025 Halloween Event will be held in Jerome Park and additional information will be provided shortly. It was agreed that the 2025 Christmas Parade would be held on Saturday – December 6, 2025 with a start time of 5:00 p.m., which is an hour later than last years start time. Following the conclusion of the parade, there will be a tree lighting, opportunity to visit Santa and a hot chocolate station at the Community Center.

Mayor Parnell provided an update on Commissioner Earp and stated he is doing well, and he is hoping to be back home in December. He stated that the Earp family is extremely appreciative and grateful for all the support they have received.

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:22 p.m.

ACTION: Motion to Adjourn

Motion:	Mayor Pro Tem Worley
Second:	Commissioner Garcia
Vote:	Unanimous

Duly adopted this the 14th day of October, 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town of Micro
Public Works
Building/Business Center
**SPECIAL JOINT MEETING
BOARD OF COMMISSIONERS
& PLANNING BOARD**

MINUTES

Thursday – September 25, 2025 – 7:00 p.m.

Elected Official Present:

Marty Parnell Mayor (via phone)
Kevin Worley, Mayor Pro Tem

Others Present:

Wellons Park Representatives
Kimberly Moffett, Town Clerk

Planning Board Members Present:

Chad Holloman
Byron Smith
Gary Wheeler
Chuck Warren
Derek Wheeler

1. CALL TO ORDER – PLANNING BOARD

- a. Call to Order
- b. Pledge of Allegiance
- c. Invocation

Mayor Pro Tem Worley called the meeting to order at 7:00 p.m. He led everyone in the Pledge of Allegiance as well as offering the Invocation.

2. DETERMINATION OF QUORUM

3. DISCUSSION

- a. Update on Progress of Wellons Park Subdivision formerly known as Jones Creek

This subdivision was originally approved back in 2021 and majority of council and planning board members were not part of the approval. Since the approval was almost four years ago, it was agreed it would be a good idea for everyone to get together to discuss the project and ask any question and/or address any concerns. Brad, who is the engineer for the project was present and stated that originally this project was approved for 82 lots, however, there will now be 71 lots. He further stated that the pump station would be starting very soon. He stated the project would be completed in two phases and all sewers would be stubbed. It was stated that Phase 1 would take approximately 6 months from start to completion. Carroll Construction is building the homes and the cost point of the homes is \$280,000-\$300,000. It was stated that all the drainage would be cleaned out as there was a good bit of wetland. Mr. Warren stated that they may wish to check with the State, and they had come through previously. It was agreed that Jason Banks, Public Works for Town of Micro would be reviewing the plans as well as inspecting. It was stated the shop drawings would be emailed to both Jason and Mayor Parnell. It was stated that pump station #5 would be going offline and

replaced. This work is being completed by Step Construction. This new pump station will be behind the current pump station. As this is an ARPA project, it would be completed by December 2026.

Everyone was appreciative of the update.

b. Sewer Regionalization Grant Funding

Presenter: Marty Parnell, Mayor

Mayor Parnell provided an informational update regarding the above project. He stated Johnston County, and 11 municipalities were part of this project. He further stated meetings have been held about this project for the past two years. We are now entering a phase where agreements have been signed to begin exploring Phase 1 which would include Kenly, Micro, Selma, Pine Level and Princeton. Grants are available for up to \$50,000 per town and distressed towns would have no limit on the grant amount. Sewer lines would be run and this would be a stand-alone organization and long-term upgraded water treatment will be built. This would mean that each municipality would no longer be responsible for any part of sewer. While there are still many unknowns, it is agreed there is strength in numbers. Each municipality would be assigned a certain number of seats to sit on the board of the authority. The number would be decided based upon assets. Mayor Parnell stated this is a long-term project and even if the project started tomorrow, it would still be 5 years until completion. We are still a year out with planning and paperwork.

4. ADJOURNMENT

a. Adjourn the Meeting

With there being nothing further the meeting was adjourned at 7:30 p.m.

<u>ACTION:</u>	Motion to Adjourn
Motion:	Board Member Walker
Second:	Board Member Smith
Vote:	Unanimous

Duly adopted this the 14th day of October, 2025 while in regular session.

Marty Parnell, Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



min 15,000
min width 40
Grade 25
slope 20
clear 30
max height 35

TOWN OF MICRO
PO Box 9
450 US Highway 301 N
Micro, NC 27555
Office: 919-284-2572

SPECIAL USE PERMIT APPLICATION

\$250 fee + any applicable zoning fee(s)



New Special Use Permit



Modification to Previously Approved SUP

SITE INFORMATION:

Name of Project: 104A N Davis St
Acreage of Property: .399 Zoning District: R-15
County Tag #: 10008040A NC Pin #: 263619-61-8237
Address/Location: 104A N Davis St
Existing Use: open lot

APPLICANT INFORMATION:

Applicant: S B Building Inc
Mailing Address: 1569 Rains Crossroads Rd Princeton NC 27569
Phone: _____
Contact Person Name: Scottie Braswell Phone: 919-427-2648
Email: sbraswell@sbbuilding.com

OFFICE USE ONLY:

Date Received: _____ Amount Paid: \$250~~00~~ File Number: 2025-24-SUP
c/c

9/23/25 -> PB
10/14/25 -> BOC

PROPERTY OWNER INFORMATION:

Owner: S B Building Inc

Mailing Address: Same

Phone: Same

Phone: _____

Email: Same

EXPLANATION OF PROJECT:

Please provide detailed information concerning this request.

asking for special use to build duplex
on existg lot

REQUIRED FINDINGS OF FACT:

Section 2-105-6 of the Town of Micro Zoning Ordinance requires applications for a Special Use Permit address the following findings. The burden is on the applicant and failure to adequately address the findings may result in denial of the application. Please attach additional sheets if necessary.

1. The proposed use and development comply with the applicable regulations of this Ordinance.

yes

2. The proposed use and improvements are compatible with the character of the surrounding area and the capacity of neighboring lands to develop as permitted in the applicable zoning district.

yes. multiple duplexes on this block

3. The proposed use will have minimal adverse impact on surrounding land with regard to service delivery, traffic circulation, aesthetics, odor, noise, glare, and vibration.

No negative impact on surrounding area

4. The use will not deteriorate or otherwise adversely impact water, air, scenic, and other natural resources.

no

5. The use will maintain safe ingress and egress to the site.

yes

6. The use will be served by adequate road and infrastructure to support development of the site.

yes

7. The use will protect property values and preserve public safety and welfare of the surrounding area and community at-large.

yes

8. The use complies with other applicable town, state, and federal laws regulating development of land within the Town's jurisdiction.

yes

PROCEDURE INFORMATION:

Applications for Special Use Permits shall be referred to the Planning Board. The Planning Board will report on its recommendation to the Board of Commissioners. After notice has been given pursuant to Section 2-103-2, a **quasi-judicial*** hearing shall be held pursuant to Section 2-104. Required mailed notice shall be sent to the owners of property within a 100' radius subject parcel boundary lines. A simple majority of the Board of Commissioners is required for approval of a Special Use Permit. Conditions for approval, if any, shall be specified in the motion and on the permit.

**A quasi-judicial hearing resembles a court trial where testimony is presented. Citizens may give testimony in a quasi-judicial hearing after they have taken an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Board of Commissioners must make findings of fact based upon the evidence presented. The Board of Commissioners refrains from "ex parte communication" about these cases, as the Town Council must decide based solely on the evidence presented at the hearing itself.*

APPLICANT AFFIDAVIT:

I/We, the undersigned, do hereby make application and petition to the Board of Commissioners of the Town of Micro to approve the Special Use Permit. I hereby certify that I have full legal right to request such action and that the statements and/or information made herein or any plans submitted are true and correct to the best of my knowledge. I understand this application and any related material become official records of the Town of Micro, North Carolina.

Scottie W. Braswell
Print Name

SKZ
Signature

7-28-25
Date



Town of Micro
P.O. Box 9
450 US Highway 301 N.
Micro, NC 27555
Office: 919-284-2572
Police: 919-284-1355

September 23, 2025

Dear Micro Area Property Owner:

The purpose of this letter is to notify you of an application filed with the Town of Micro for a land use change proposal involving property adjacent to, or in close proximity to, property shown in your ownership according to Johnston County tax records.

The proposed application is for a Special Use Permit for a duplex to be located at 140A Davis Street.

This will be a quasi-judicial proceeding, which means this type of hearing resembles a court trial where testimony presented must be done so after taking an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. Additionally, the Board of Commissioners must make findings of fact based upon the evidence presented. The Board refrains from "ex-parte communication" about these types of cases, as the board must decide each case based solely on the evidence presented at the hearing itself. *As a neighbor, you are NOT required to attend the meeting, this notification is simply being sent in accordance with the North Carolina General Statutes.*

The public hearing will be held on **Tuesday, October 14, 2025**. The meeting will be held at the Town of Micro Public Works/Business Center Building located at 450 US Highway 301 N. and will begin at 7:00 p.m.

As per NCGS § 143-318.10 all meetings are open to the public.

Should you have any questions or concerns, please do not hesitate to contact the office at 919-284-2572.

Sincerely,

Kimberly A. Moffett

Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk

**TOWN OF MICRO
SPECIAL USE PERMIT
DUPLEX – 104A N. DAVIS STREET
GRANTED**

On the date listed below, the Board of Commissioners for the Town of Micro met and held an evidentiary hearing to consider the following application:

Applicant: S.B. Building Inc.

Property Owner: S.B. Building Inc.

Property Location: 104A N. Davis Street, Micro, NC 27555

Brief Property Description: .399 (+/-) acres

Tax Parcel Number: 100080400A **PIN#:** 263619-61-8237

Proposed Use: Duplex

Hearing Date: October 14, 2025

Having heard all the evidence and argument presented at the hearing, the Board of Commissioners makes the following findings:

- a) The proposed use and development comply with the applicable regulations of this Ordinance.
- b) The proposed use and improvements are compatible with the character of the surrounding area and the capacity of neighboring lands to develop as permitted in the applicable zoning district.
- c) The proposed use will have minimal adverse impact on surrounding land with regard to service delivery, traffic circulation, aesthetics, odor, noise, glare, and vibration.
- d) The use will not deteriorate or otherwise adversely impact water, air, scenic, and other natural resources.
- e) The use will maintain safe ingress and egress to the site.
- f) The use will be served by adequate road and infrastructure to support development of the site.
- g) The use will protect property values and preserve public safety and welfare of the surrounding area and community at-large.
- h) The use complies with other applicable town, state, and federal laws regulating development of land within the Town's jurisdiction.

CONDITIONS:

None added.

TOWN OF MICRO

BY: _____
Marty Parnell
Mayor

DATE: _____
[Note: Notice of Decision must be sent within 10
business days following effective date of decision per
Code Section 2-104-2(D)]

ATTEST:

_____(SEAL)
Kimberly A. Moffett, CMC, NCCMC
Town Clerk

**TOWN OF MICRO
RESOLUTION AUTHORIZING
JOHNSTON COUNTY TAX ADMINISTRATOR
TO LEVY AND COLLECT PROPERTY TAXES FOR THE TOWN OF MICRO**

BE IT RESOLVED by the Board of Commissioners for the Town of Micro, North Carolina, as follows:

The Johnston County Tax Administrator is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the Office of the Johnston County Tax Administrator in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Micro, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

Duly adopted this the 14th day of October, 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



NEW RESIDENT INFORMATIONAL PACKET

For any questions or concerns, please
contact us at 919-284-2572

Welcome to the Town of Micro... The Small Town with a BIG Heart!

A new town that began to emerge along the north-south railroad in the late 1890's was so tiny that it would acquire a name derived from a Greek word meaning "Small". As years went by, Micro has remained the smallest incorporated town in Johnston County.

Micro has developed a community spirit that enables its citizens to say *the quality of a community is not determined by the number of its inhabitants, but rather by the heart of our citizens.*

We invite you to pull off of I-95 at exit 102 and stop by the Waffee Station, Olde Towne Steakhouse or shop for cake decorating supplies at NC Paper Company ...and enjoy our small and charming town!

Micro is governed by the Board of Commissioners, which consists of a mayor and three (3) commissioners. Mayors and Town Commissioners are chosen in municipal elections. Municipal elections are held in November during odd-numbered years and are non-partisan. Registered voters living within the town limits are eligible to vote in municipal elections. The Town of Micro Board of Commissioner monthly meetings are held the second Tuesday of each month at 7:00 p.m. in the Town of Micro Public Works/Business Center Building Conference Room, located at 450 US 301 N. All citizens are encouraged and welcome to attend.

The Town hosts several events throughout the year including; New Year's Day Family Celebration, Easter Egg Hunt, Halloween and a Christmas Parade and Tree Lighting. We currently have exciting plans in the works for Jerome Park, stay tuned! We are very proud of our beautiful newly renovated and opened Community Center, which is available for event rental.

We welcome you to the Town of Micro and hope the information provided in this packet answers many of your questions. Please do not hesitate to call us if we can be of further service.

UTILITY INFORMATION

Billing Dates/Information:

Utility bills are generated between the 18th and 20th of each month and mailed at that time. If a customer does not receive a bill, it is the responsibility of the customer to ensure that the bill is paid on time. If the customer does not have the bill by the first of the month, they should contact the office at 919-284-2572. The bills are due on the 15th of the month **BEFORE 5:00 p.m.**

Example: January bill is generated January 19 and is due the 15th of February.

Failure to receive a bill is not an excuse for non-payment of the bill.

Late Fees:

A \$50.00 penalty will be added to all accounts that have not been paid as of 5:00 p.m. on the 15th of the month. In the event the 15th of the month falls on a weekend or holiday, the customer shall have until 5:00p.m. on the next business day to make the payment without penalty.

Example: January 15th falls on a Saturday, the customer would have until 5:00 p.m. on the following Monday to make the payment.

Disconnection:

Accounts are subject to disconnect if not paid by the 16th of the month. The town will no longer accept partial payments. When paying a bill on-line, the total amount due should be paid. ***Be sure to include account number when paying online.**

Disconnections will take place on the 26th of the month at 9:00 a.m.

There will be NO SECOND NOTICE. Any account that is not current on the 26th will be disconnected.

At the time of disconnection, a \$50.00 reconnection fee will be added.

The total bill must be paid in full before the service can be reconnected.

Extension(s):

The town understands there may be times when paying your bill is difficult and can offer an extension. This extension can only be granted once every six months. Please contact the office for additional information.

Returned Payments:

Any check returned for Nonsufficient Funds (NSF) will be charged \$35.00. There will be a 5-day grace period for repayment of the check. *

Repayment for NSF's must be cash, money order or credit/debit card only and check writing privileges will be restricted for one year.

**This does not extend the time for a late fee charge.*

Reconnection Fees:

1 st – 3 rd Reconnection	\$ 50.00 per
4 th – 7 th Reconnection	\$ 75.00 per
8 th & Above Reconnection	\$100.00 per

Account Set Up Requirements:

Owners: Proof of ownership

Renters: Lease Agreement AND Executed Co-Signer Lease Agreement

AND

Owners & Renters must provide the following at time of application:

- A Valid driver's license OR official ID (passport, official government issued ID)
- Social Security OR TIN

Note to Landlords: Landlords will be considered a co-signer on the account. If a tenant moves from the property and has an outstanding bill, landlords may be held responsible for that bill. As a town, we do our best to collect the bill by applying tenants deposit to their final bill.

Account Deposits:

Renters:	\$175.00 + Administrative Fee*
Owners:	\$100.00 + Administrative Fee*
Administrative Fee:	\$ 75.00 (Both Renters & Owners)

Please note that all fees may be updated via the Town of Micro Comprehensive List of Fees & Charges. Staff does its best to ensure that all fees listed in this policy and all applications are current.

UTILITY BILL ADJUSTMENT FOR WATER LEAKS INFORMATION

Adjustments will be made ONLY on the sewer charges for leaks which do not cause water to go into the sewer lines. Adjustments will be applicable only when the customer provides proof (such as a plumber's bill or an invoice for repair and parts) for a repairable and unavoidable water leak.

Additionally, all leaks should be reported as soon as possible. No consideration can be given to a long-term issue.

In order to request a billing adjustment, a request form must be completed and approved by the Micro Board of Commissioners . All requests will be submitted and considered on a weekly basis.

If approved, the method for calculating an adjustment will be as follows:

- The average usage is computed by averaging six months' usage prior to the leak.
- The sewer consumption is adjusted down to the average usage.
- Customer pays for adjusted sewer usage at applicable rate.

Note: Customers may receive only one adjustment in any six-month period, or at the discretion of the town council.

UTILITY BILLING ADJUSTMENT TRANSACTION

Any billing adjustment/transaction will require that a notation be made within billing software with full explanation for the adjustment. This notation should also include initials of person creating the adjustment as well as the date. Additionally, a transaction/adjustment form will be required to be completed and forwarded to the mayor or a board member for approval. Once form is approved and returned, it shall be maintained in a separate folder.

A monthly billing adjust/transaction report will be provided to the Board of Commissioners at their regular monthly meeting.

YARD WASTE

Yard Waste will be picked up on a weekly basis. The normal pick-up day is Tuesday.

All yard waste must be bagged or in some sort of container that can easily be dumped by hand. All yard waste must be placed at the curb the evening prior to the normally scheduled pick-up day. Any branches and/or limbs must be cut into pieces no larger than 24" in length.* Bundling of branches/limbs is preferred, however, they may be placed in an orderly fashion close to the curb.* Exceptions may be made during a severe weather event.

No yard waste is to be placed in the roadway.

There is no additional charge to residents for this weekly pickup.

SOLID WASTE

Regular Pick-up:

Solid waste will be picked up once a month on the last Friday of each month.

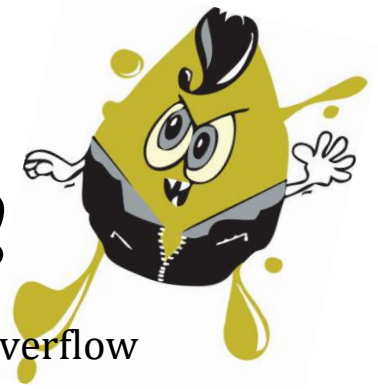
All solid waste left at the curb will be picked up. There is a fee of \$50 for each pick-up and this fee will be added to the resident's monthly utility bill following the pick-up. If multiple pick-up trips are required, there will be an additional charge of \$50 per trip.

Special Request (On Demand) Pick-up:

If a resident would like solid waste picked up at a time other than the regularly scheduled pick-up schedule, they **MUST** contact the Public Works Department and arrange for a scheduled pick-up.

The minimum fee for a special solid waste pick-up is \$65.00. If the amount of solid waste to be removed requires more than one trip, each trip/load pick-up is an **additional** \$65.00.

DON'T FEED THE GREASE GOBLIN!



The **GREASE GOBLIN** causes Sewers to Overflow and is a menace to your drain.

Fight the **GREASE GOBLIN** and protect the Town and your home by following these best practices for disposal of Fats, Oils and Greases.

DO...

- ✓ Put Oil and Grease in Collection containers
- ✓ Remove Oil and Grease from kitchen utensils, equipment and food preparation areas with scrapers, towels, etc.
- ✓ Keep Grease out of wash water
- ✓ Place food scraps in collection containers

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DO NOT...

- ✗ Pour Oil and Grease down drains
- ✗ Wash fryers/griddles, pots/pans and plates with water until oil and grease are removed
- ✗ Use HOT water to rinse grease off surfaces
- ✗ Put food scraps down drains

**B
A
D**



NC Department of Environmental Quality
217 West Jones Street, Raleigh, NC 27603
1-877-623-6748



Town of Micro
450 US 301 N, Micro, NC 27555
www.townofmicro.com



TOWN OF MICRO

COMPREHENSIVE LIST OF FEES & CHARGES

EFFECTIVE DATE JULY 1, 2025

Administration – Water/Sewer/Trash Account Set Up & Late Fees

Water Deposit – Renter	\$175.00
Water Deposit – Owner	\$100.00
New Customer Account - Administrative Fee	\$75.00
Extra Trash Can	\$11.75
Extra Recycling Can	\$6.40
Late Fee	\$50.00
Reconnection Fee	\$50.00
Weekday After Hours Reconnection Fee (after 4:30 p.m.)	\$125.00

Administration - Miscellaneous

Copies (8.5"x11")	
Black & White	\$.25 per page
Color	\$1.00 per page
Fax	\$3.00
Notary Fee	\$10.00 per signature NCGS
Nonsufficient Funds Check Fee	\$35.00

Water/Sewer Rates

Residential Water – In Town

Base (up to 2,000 gallons)	\$ 31.52
2,001 to 5,000 gallons	0.00398
5,001 to 7,501 gallons	0.00821
7,501 gallons and higher	0.01117

Commercial Water Rates - In Town

Base (up to 2,000 gallons)	\$ 32.87
2,001 to 5,000 gallons	0.00896
5,001 to 7,501 gallons	0.0134
7,501 gallons and higher	0.01642

Institutional Water Rates - In Town

Base (up to 2,000 gallons)	\$ 32.87
2,001 to 5,000 gallons	0.00896
5,001 to 7,501 gallons	0.0134
7,501 gallons and higher	0.01642

Residential Water Rates - Out of Town

Base	\$ 51.46
All Consumption	0.00796



TOWN OF MICRO

COMPREHENSIVE LIST OF FEES & CHARGES

EFFECTIVE DATE JULY 1, 2025

Commercial Water Rates - Out of Town	
Base	\$ 53.58
All Consumption	0.01792
Institutional Water Rates - Out of Town	
Base	\$ 53.58
All Consumption	0.01792
Water Rate County Line	
Base (up to 2,000 gallons)	\$ 65.75
2,001 gallons and higher	0.03283
Residential Sewer Rates - In Town SRIN	
Base	\$ 26.87
All Consumption	0.01317
Commercial Sewer Rates - In Town SCIN	
Base	\$ 29.22
All Consumption	0.01437
Institutional Sewer Rates - In Town SIIN	
Base	\$ 29.22
All Consumption	0.01437
Sewer Flat Rate - In Town	
Monthly Fee	\$ 46.49
Residential Sewer Rates - Out of Town	
Base	\$ 53.73
All Consumption	0.02633
Commercial Sewer Rates - Out of Town	
Base	\$ 58.45
All Consumption	0.02873
Institutional Sewer Rates - Out of Town	
Base	\$ 58.45
All Consumption	0.02873
Sewer Flat Rate - Out of Town	
Monthly Fee	\$ 92.98
Sewer Flat Rate -5PPL	



TOWN OF MICRO

COMPREHENSIVE LIST OF FEES & CHARGES

EFFECTIVE DATE JULY 1, 2025

Monthly Fee	\$ 107.06
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Permit/Application Fees

Decks, Storage Buildings Permit	\$30.00
Duplex Permit	\$150.00
Commercial Permit	\$400.00
Signage Permit	\$50.00
Fence Permit	\$30.00
Rezoning Application	\$275.00 PLUS Following based on acreage as listed below: Up to 2 acres - \$25.00 2.1 – 4 acres - \$50.00 4.1 – 7 acres - \$75.00 7.1 – 12 acres - \$100.00 12 acres and above - \$200 PLUS \$25.00 per acre over 12
Special Use Permit Application	\$250.00 PLUS any required Rezoning / Zoning Fees
Major & Minor Subdivision Application(s)	Major - \$200.00 PLUS \$10.00 per lot Minor - \$150.00
Peddler/Solicitor Permit	\$25.00/monthly vendor permit PLUS Zoning Permit Fee of \$25.00 for homeowner
Zoning Verification Letter	\$75.00
Annexation Application	\$175.00 PLUS cost of Newspaper Advertisement as required by NCGS
Recombination/Map Review Signature Fees	\$75.00
Right of Way/Encroachment Application	\$300.00



TOWN OF MICRO

COMPREHENSIVE LIST OF FEES & CHARGES

EFFECTIVE DATE JULY 1, 2025

Variance Application	\$250.00
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Tap Fees* *lines owned by Town*

<i>Water Tap – Inside & Outside Town Limits:</i>	
ALL TAPS <i>*All tap installations must be inspected by Town of Micro Public Works.</i>	Applicant must hire their own contractor. A preferred list is available from the Town of Micro.*
<i>Sewer Tap Inside & Outside Town Limits:</i>	
ALL TAPS <i>*All tap installations must be inspected by Town of Micro Public Works.</i>	Applicant must hire their own contractor. A preferred list is available from the Town of Micro.*
<i>Water Meter Charges & Tap Installation Inspection Fees</i>	
Meter Charge (In & Out of Town)	\$350.00
Inspection Fee – In Town	\$600.00
Inspection Fee – Out of Town	\$1,000.00
<i>Sewer Tap Installation Inspection Fees</i>	
Inspection Fee – In Town	\$600.00
Inspection Fee – Out of Town	\$1,000.00
Bulk Pick-Up Fees	Call for Estimate
Regular Pick Up (Last Friday of the Month)	\$50.00 for each pick-up <i>*If multiple trips are required there is an additional fee of \$50.00 per trip</i>
Special Request Pick-Up (Must contact Public Works to arrange pick-up)	\$65.00 for each pick-up <i>*If multiple trips are required there is an additional fee of \$65.00 per trip.</i>
Rental Fees	



TOWN OF MICRO

COMPREHENSIVE LIST OF FEES & CHARGES

EFFECTIVE DATE JULY 1, 2025

Park/Shelter	\$25.00 for 2-hr. increments <i>Example:</i> 2 hours = \$25.00 / 4 hours = \$50.00
Community Building	
Monday – Thursday	\$75.00 per hour with 2 hour minimum* PLUS Refundable Security Deposit of \$150
Friday or Sunday	\$90 per hour with 3 hour minimum* PLUS Refundable Security Deposit of \$150
Saturday	\$100 per hour with 4 hour minimum* PLUS Refundable Security Deposit of \$150
*Includes use of kitchen	

TOWN OF MICRO



UTILITY BILL PAYMENT POLICY

Billing Dates/Information:

Utility bills are generated between the 18th and 20th of each month and mailed at that time. If a customer does not receive a bill, it is the responsibility of the customer to ensure that the bill is paid on time. If the customer does not have the bill by the first of the month, they should contact the office at 919-284-2572. The bills are due on the 15th of the month **BEFORE** 5:00 p.m.

Example: January bill is generated January 19 and is due the 15th of February.

Failure to receive a bill is not an excuse for non-payment of the bill.

Late Fees:

A \$50.00 penalty will be added to all accounts (with a balance of greater than \$5.00) that have not been paid as of 5:00 p.m. on the 15th of the month. In the event the 15th of the month falls on a weekend or holiday, the customer shall have until 5:00p.m. on the next business day to make the payment without penalty.

Example: January 15th falls on a Saturday, the customer would have until 5:00 p.m. on the following Monday to make the payment.

Disconnection:

Accounts are subject to disconnect if not paid by the 16th of the month. The town will no longer accept partial payments. When paying a bill online, the total amount due should be paid. *Be sure to include account number (put this in the email line) when paying online.

Disconnections will take place on the 26th of the month at 9:00 a.m.

There will be NO SECOND NOTICE. Any account that is not current on the 26th will be disconnected.

At the time of disconnection, a \$50.00 reconnection fee will be added.

The total bill must be paid in full before the service can be reconnected.

Extension(s):

The town understands there may be times when paying your bill is difficult and can offer an extension. This extension can only be granted once every six months. Please contact the office for additional information.

Returned Payments:

Any check returned for Nonsufficient Funds (NSF) will be charged \$35.00. There will be a 5-day grace period for repayment of the check. *

Repayment for NSF's must be cash, money order or credit/debit card only and check writing privileges will be restricted for one year.

**This does not extend the time for a late fee charge.*

Reconnection Fees:

1 st – 3 rd Reconnection	\$ 50.00 per
4 th – 7 th Reconnection	\$ 75.00 per
8 th & Above Reconnection	\$100.00 per

Account Set Up Requirements:

Owners: Proof of ownership

Renters: Lease Agreement OR notarized letter from the landlord

AND

Owners & Renters must provide the following at time of application:

- A Valid driver's license OR official ID (passport, official government issued ID)
- Social Security OR TIN

Note to Landlords: Landlords will be considered a co-signer on the account. If a tenant moves from the property and has an outstanding bill, landlords may be held responsible for that bill. As a town, we do our best to collect the bill by applying tenants deposit to their final bill.

Account Deposits:

Renters:	\$175.00 + Administrative Fee*
Owners:	\$100.00 + Administrative Fee*
Administrative Fee:	\$ 50.00 (Both Renters & Owners)

Please note that all fees may be updated via the Town of Micro Comprehensive List of Fees & Charges. Staff does its best to ensure that all fees listed in this policy and all applications are current.

Updated 10/14/2025

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Account Number _____



Town of Micro

Application for Water & Sewer

Date: _____

Deposit: _____

Connect Date: _____

Administration Fee: _____

Customer Name: _____

Mailing Address: _____

*Service Address: _____

Phone Number: _____ Social Security Number: _____

Driver's License Number & State of Issue: _____

Employer's Name: _____

Employer's Address: _____

Employer's Phone Number: _____

Previous Employer: _____

Name/Address & Phone Number of a Relative: _____

Landlord's Name & Phone Number: _____

If I live in the Town of Micro, I am entitled to receive a trash and recycle container. I am required to contact the Town if either container gets damaged. If I or any occupant of my household damages or removes the containers from the property, I will be billed \$75.00 per container. These containers are to be placed curbside the night before scheduled pickup and removed from the curbside within 24 hours of pickup. There will be a fee of \$35.00 charged for any check that is returned for any reason. The Town of Micro participates in the Debt Setoff for any outstanding debts.

This is to certify that all the above information is true to the best of my knowledge and ability, and I understand that providing false information could result in termination of my services.



Signature: _____

Date: _____

Additional Information:

All applicants must have a serviceable address before service will be connected. If a bill is returned to the town as undeliverable, your services will be discontinued without notification.

Please initial and sign below to acknowledge the following:☐

I have read and understand this agreement.

☐

I understand that I will not receive a second notice.

☐

I understand that the bill is due by 5:00 p.m. on the 15th of the month.

☐

I understand that if I do not receive a bill by the first of the month, I will call the office for the balance of my bill.

☐

I understand I am responsible for the bill, whether I receive it or not>

☐

I understand that if I put bulk trash out, I may be charged an additional fee for pickup and removal.



Applicant Signature

Date

The Federal Government requires us to collect the following demographic information:

<u>Ethnicity:</u>	
Hispanic or Latino	()
Not Hispanic or Latino	()
<u>Race:</u>	
American Indian/Alaskan Native	()
White	()
Pacific Islander	()
Black or African American	()
Asian	()
Other	()
<u>Gender:</u>	
Female	()
Male	()

**TOWN OF MICRO
UTILITY BILLING POLICY AMENDMENT**

WHEREAS, it is the recommendation and desire of the Town of Micro Board of Commissioners that an amendment be made to Utility Billing Policy; and

WHEREAS, having a policy in place related to Utility Billing that outlines procedures is the best practice in local governments; and

WHEREAS, this amendment to the policy includes a minimum past due amount of at least \$5.00 before a late fee can be added.

NOW THEREFORE, this Utility Billing Policy amendment will become effective immediately upon adoption this 14th day of October while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

REQUEST FOR QUALIFICATIONS

On-Call Engineering & Field Services for Lead and Copper Service Inventory & Replacement

Town of Micro

Issue Date: October 10, 2025

Due Date: October 25, 2025 (2:00 p.m.)

Submit electronically to:

Attention: **Jason Banks, Public Works Director**

Email: PublicWorks@townofmicro.com

Town of Micro, NC

Request for Qualifications
Town of Micro
On-Call Engineering and Field Services for
Lead and Copper Service Inventory

1. General

Pursuant to NCGS 143-64.31, the Town of Micro (**the “Town”**) is soliciting Statements of interest and Qualifications from firms to provide Engineering and Field services.

2. Background

The Town operates water utilities that serves the citizens, businesses and industries within the Town’s service area. It is the intent of the Town to select one Engineering consultant to undertake projects associated with the required Lead and Copper Service Inventory and Replacement projects as may be needed by the Town.

3. Scope of Services

Please see Appendix A for the Scope of Services.

4. Contents of Qualifications

- A. Firm Name
- B. Location of office performing the work
- C. Brief history of Firm
- D. Lead and Copper Inventory experience, including funding assistance, inventory development, field services and final reporting and customer notifications.
- E. Provide examples of experience with water system projects similar to those that may be needed by the Town. Indicate how the project was funded (grant, local, loan, etc.)
- F. List of personnel to be involved in the project, a brief description of their qualifications, and project responsibilities and any prior experience with the Town.
- G. In accordance with NCGS 143-64.31, DO NOT INCLUDE Lump Sum or Not-to-Exceed pricing for services.

5. Evaluation Criteria

- A. Qualifications received by the deadline and prepared in accordance with RFQ instructions will be reviewed to determine the level of service and experience considered most advantageous to the Town.
- B. The Town will select the Consultant considered most qualified to provide the desired level of service, with consideration for the long-term interest of the Town’s needs.
- C. The Town will select the best qualified firm based on demonstrated competence and qualifications without regard to fee.

- D. After selection of the best qualified firm to meet the Town's needs, the Town shall negotiate a fair and reasonable fee with the firm for the desired level of service.
- E. Proposals will be reviewed by Town staff familiar with the existing facilities and project needs, in accordance with the following criteria.

General Qualifications, Competence & Reputation of Firm

- Staff qualifications and stability of firm
- Projects to illustrate competence in applicable municipal water and lead and copper service inventories, engineering, field services, reporting and customer service
- Understanding and execution of grant requirements
- Reputation with previous clients

Experience of Involved Staff

- Experience with similar type projects
- Number of Lead and Copper Service Inventory and/or Replacement Projects worked on
- Key personnel – roles and experience
- Number of Lead and Copper Inventory and Replacement Project Applications Funded Successfully

Availability

- Ability to provide access to qualified project team members on a continual basis
- Ability to commit available resources to the project

6. Submission Information

An Electronic (PDF) version (20-page maximum) of the RFQ response must be received by email at townclerk@townofpinkhill.com on or before **2:00 PM, October 25, 2025.**

APPENDIX A – LEAD AND COPPER SERVICE INVENTORY AND REPLACEMENT SCOPE OF SERVICES

A. PROJECT DESCRIPTION

The work may include, but is not limited to, the following tasks:

- Grant Administration – Preparing grant funding applications, grant administration and associated services related to project funding.
- Preparation and assistance with phases of lead and copper inventory project and subsequent replacement project (if requested).
- Condition Assessments (investigation, analysis and recommendation(s), for repair/replacement of existing Town infrastructure components).
- Engineered design and related engineering services for public works infrastructure improvement projects that may be identified related to lead and copper inventory work.
 - Preparation of estimates, schedules, plans and specifications for public works projects, infrastructure improvement projects and as otherwise requested, if needed.
 - Provide support services in other disciplines as required to accomplish primarily engineering task orders, including but not limited to:
 - Water Service Line Replacement;
 - Cost opinion preparation;
 - Water Resources;
 - Other support service tasks as needed to complete the scope of work.
 - Bidding Support Services.
 - Construction Administration and Management Services.
 - Record drawing production.
- Opinions of cost and schedules during various stages of project development.
- Field services, including, but not limited to, potholing of water services and water service material identification.
- Additional miscellaneous services and tasks generally associated with Engineering Services related to Lead and Copper Service Inventory and/or Replacement projects.

**RESOLUTION REGARDING LEAD AND COPPER SERVICE INVENTORY
AND/OR REPLACEMENT PROJECT**

WHEREAS, The Town of Micro has need for and intends to construct, plan for, or conduct a study in a project described as the **Lead and Copper Service Inventory and/or Replacement Project(s)**, and

WHEREAS, The Town of Micro intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF MICRO:

That Town of Micro, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award; and

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof; and

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt; and

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Micro to make a scheduled repayment of the loan, to withhold from the Town of Micro any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan; and

That Marty Parnell, Mayor, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above; and

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application; and

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Duly adopted this the 14th day of October, 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk