



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Thursday, January 19, 2023, 6:00 PM

BOARD OF COMMISSIONERS WORKSHOP MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

New Business

- [1.](#) Brush/Leaf Pickup Contractor
- [2.](#) Capital Projects
- [3.](#) Scenic Byway

Administrative Reports

- [4.](#) Town Manager & Staff Reports

Mayor and Commissioners Comments

Other Business

Adjourn



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Brush/Leaf Pickup Contractor	
<u>Background Information:</u>	
We have received bids from three contractors for the brush/leaf collection services. I have included the three bids below. There are two bids that are the same, \$80,000 per year. I would recommend that the Board award the contract to R&J Tree services. I have strong recommendations for both of the low bids, but the Town has done a good deal of work with R&J in the past and we have always been satisfied with their work.	
<u>Staff Recommendation:</u>	Staff recommends awarding the contract to R&J Tree Service.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Award contract to R&J Tree Service• Award contract to another bidder• Seek more bids• Table for further discussion	
<u>Attachments</u>	
<ul style="list-style-type: none">• R&J Bid• Hawks Bid• AB Landscaping Bid	

Carolina 27055

Sent on

Jan 12, 2023

LAWN CARE

UNIT PRICE

TOTAL

[REDACTED]

[REDACTED]

DEBRIS, BRUSH & LEAVES PICK UP

UNIT PRICE

TOTAL

\$80,000.00

\$80,000.00

Subtotal

[REDACTED]

Processing Fee Via Credit/Debit (3.0%)

[REDACTED]

Total

[REDACTED]

This quote is valid for the next 30 days, after which values may be subject to change.



Hey Michael,

As I said on our phone call a few days ago, I am okay with the terms of the previous contract with the only exception being the amount paid. Our price would be \$80,000 annually for a three year contract with the amount being split into bi-weekly pay at the end of the week that we would be picking up brush or leaves. We would love to work with the town and I feel as though it could be a great opportunity for us. I know the quality of our work and I'm certain there would be no issue with the outcome.

Thanks,
Keith Hawks

Keith's Tree Service & Removal LLC
127 Cassell Lane
Mount Airy NC
27030
Ph. (336) 583-5313



1005 Blessings drive
Yadkinville NC 27055

January 17, 2023

To whom it may concern,

A B Landscaping and Maintenance, propose to provide the Town Of Pilot Mountain, North Carolina the following services.

Seasonal leaf removal Beginning October 1, running through January 15th. We will provide curb leaf removal and haul away services. Schedule provided to citizens to facilitate more effective leaf removal.

Brush collection every other week for a total 26 weeks of service. this will include pickup/ chip up , haul away.

We will provide the equipment and man power to keep the town clear of debris and leaves. providing a schedule and a route so citizens will know when the trucks will be servicing their areas.

We would offer a Contracted Price for above services. 90,000 dollars a year.

We will also provide after hours services for emergencies such as acts of God that cannot be planned. In the event of such, we will charge 200.00 for truck and Chain saw with a two man crew. If chipping services is required 275.00 for chipping crew.



Other equipment services If needed.

Track Hoe 105.00 per hour

Track steer 105.00 per hour

Dump truck 125.00 per hour

Sara Westmoreland Owner , saraw@ablm.us

Andy Westmoreland manager andyw@ablm.us 336-705-3110

Austin Wall Lead landscaper austinw@ablm.us 336-978-0431



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Capital Projects	
<u>Background Information:</u>	
Mayor Cockerham and Commissioner Needham are working to setup a meeting with Senator Eddie Settle. The purpose of this meeting is to discuss some of our aspirational goals/projects in an effort to get the State to possible help fund those projects. Before that meeting is held, we thought it appropriate for the Board to review this proposed list and approve its presentation to the Senator.	
<u>Staff Recommendation:</u>	FYI
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">No formal action required	
<u>Attachments</u>	
<ul style="list-style-type: none">Project List	

Pilot Mountain Projects

High Amount	Project Name	Description
5	Streetscape Project	Key St to Academy, no power poles, resurfacing main street, widening sidewalks, street furniture, street lamps, bike racks, innvative stormwarter solutions,
2	Town Hall Complex- Ampitheater	Demolishon of PW bldg, building an ampitheater that will seat >1000 ppl, grading parking area and resurfacing, includes a public restroom for downtown, a concession option and rooftop look out
1	New Public Works Building	propert acquisition and new building constructions
0.3	Parking expansion/ back alley clean up (in preperation for streetscape project)	partnership with private owners to create back alley behind main street N side properties to enhance back door development & create a pedastrian friendly space as well as public parking
4	Depot Street Park	walking trail, hammock stands, public parking, landscaping, natural playground,
2	Depot Street park Expansion	addition of public parking, pavillion area with restrooms, open play areasplash pad
4	Water Treatment Plant as a Destination Park "Waterworks Park"	redevelopment of the old water treatment facility (due to interconnect with Mt Airy) kayak launch, fishing pier, hammock stands,pavillion with tables and benches, roof top skatepark, welcome plaza for bike parking, benches, maps, pavillion with restrooms, potential spash pad, picnic tables, accessible rental cabine, eagles nest oberservation tower, hommock stands, pedestrian suspension bridge, bird blind, trails connecting to Nelson Acres/ Armfield Civic Center
8	Greenway	Connects Downtown to State Park, property acquisistions and easements, property development & paving, fencing, mile markers - aproximately 6miles long
26.35	Totals (in millions)	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Scenic Byway	
<u>Background Information:</u>	
This resolution would ask the County Commissioners to adopt more restrictive land use regulations along the Sauratown Mountains Scenic Byway.	
<u>Staff Recommendation:</u>	Adopt resolution as presented
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Adopt resolution• Make changes and adopt resolutions• Deny approval of resolutions• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution 2023-02	

**RESOLUTION SUPPORTING RESTRICTIONS ON
COMMERCIAL DEVELOPMENT ALONG SAURATOWN
MOUNTAINS SCENIC BYWAY**

WHEREAS, the North Carolina Department of Transportation has created the Sauratown Mountains Scenic Byway, and;

WHEREAS, the Counties of Stokes and Surry have created a Corridor Management Plan, and;

WHEREAS, the Town of Pilot Mountain believes it is important to protect the corridor's important recreational, cultural, historic, natural, and scenic resources.

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

1. That the Town of Pilot Mountain does hereby recommend that the Surry County Board of Commissioners take steps to protect these natural resources by adopting more restrictive guidelines for commercial development along the Byway.

ADOPTED by the Board of Commissioners of the Town of Pilot Mountain this the 19th day of January 2023.

Attest:

Evan Cockerham, Mayor

Holly Utt, Town Clerk

**Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041**



**(Phone) - 336.368.2247
www.pilotmountainnc.org**

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: January 18, 2023
RE: January 2023 Manager's Report

- I want to say how much I appreciate Holly handling all of the water related issues that happened while I was on vacation in December. She and the rest of the team did a great job of dealing with the line breaks caused by the cold weather and the related boil water advisory.
- I also want to give a shout out to our PW crew, Brandon, Chris, and Rusty for their hard work during those cold days. I know it was hard working on water breaks in temperatures that cold. I appreciate their hard work in getting things fixed and water restored as quickly as possible.
- Jenny Kindy has applied for and gotten a grant to help us do some work on the mobile stage from the Surry Arts Council. I appreciate her work on this.
- I also want to say that I appreciate the public's patience while we worked through getting a new contractor for our brush pickup. With the new contractor likely to be selected at this meeting, it won't be long before that service is back up and running.
- We will be issuing an RFP for a firm to handle our community brand/marketing project. We anticipate that the Board will be able to make a decision at the March meeting.
- We have issued an RFP for landscaping contractors and the Board will hopefully be able to review those and make a decision at the February meeting.
- We will in the near future need to appoint a Recreation Advisory Board. I would ask that the Commissioners begin thinking about who they might like to serve on this board. If there is anyone in the greater Pilot Mountain community who would like to serve, please check out our website to fill out the volunteer form.
- We are planning to assume most of the operations for the ACC on Feb 1.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: Construction is scheduled to begin on Jan 23.
2. Street Paving Project: Paving is ongoing.
3. Water Treatment Upgrade: All pipework has been completed. We are pressure testing the line, chlorinating it and checking for any contamination. Once this process is complete for the whole line, we should be able to open the valve and begin purchasing water from Mt Airy.
4. Streetscape Project: Duke Energy has provided the details on Option B. WR is continuing to evaluate that option.
5. WWTP & Pump Station Project: The contractor has begun on parts of the project, but it will still be several months before the first equipment starts to arrive.
6. 2022 Collection System Project: The PER for this project has been delivered to the State. Design has begun.
7. 2022 Distribution System Project: The PER for this project has been submitted.
8. WWTP Rehab Phase 2: We got an extension for the PER on this project.
9. Parks & Rec Master Plan: We got a lot of survey responses and we will be scheduling focus group meetings soon.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard
FISCAL YEAR ENDING June 30, 2023

Reporting Period: November 1-November 30 2022

OUR CASH AND INVESTMENTS

Balances on November 30, 2022, in whole dollars

CASH & INVESTMENTS BY FUND

GENERAL FUND		
	November 2021	November 2022
Central Depository	\$ 587,841	\$ 461,419
NCCMT	(3,621)	199,019
NCCMT-Powell Bill	20,723	108,251
NCCMT-Term Account	(18)	-
Police Drug Forfeiture	1,303	448
Centura Bank CD	25,031	25,031
Fiduciary Funds	54,158	66,719
TOTAL GENERAL FUND	\$ 685,416	\$ 860,886
OTHER FUNDS		
	November 2021	November 2022
Water & Sewer Fund	\$ 27,713	\$ 63,877
NCCMT-Water/Sewer	\$ 5,657	\$ 6,241
Water & Sewer AIA	\$ 3,993	\$ -
Streambank	\$ 4,300	\$ 611,500
WWTP Upgrade	\$ (27,511)	\$ (96,784)
Sunset/Simmons Water	(\$2,058)	\$0
Water Treatment Upgrade	\$156,547	(\$65,080)
Streetscape Project	\$0	\$0
Sunset Sewer Project	(\$7,308)	(\$39,822)
Street Resurfacing	\$6,019	\$219,913
Capital Reserve	\$ 96,121	\$ 70,773
ARPA Funds	\$ 200,160	\$ 177,558
TOTAL OTHER FUNDS	\$ 463,633	\$ 948,176
TOTAL CASH & INVESTMENTS TOWN-WIDE		
	November 2021	November 2022
ALL FUNDS	\$ 1,149,049	\$ 1,809,063

OUR CASH FLOWS...

GENERAL FUND REVENUES & EXPENDITURES		Comparison of FYTD %	
		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 1,754,560	\$ 2,194,700
Revenues Fiscal Year to Date		62.00%	92.00%
Expenses Fiscal Year to Date		48.33%	73.02%
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget		\$ 1,274,390	\$ 1,274,390
Revenues Fiscal Year to Date		44.34%	36.99%
Expenses Fiscal Year to Date		43.84%	32.33%
WWTP & PUMP STATION REHAB PROJECT			
Project Budget		\$ 1,374,500	\$ 1,374,500
Revenues Project to Date	\$ 137,106	8.91%	9.97%
Expenses Project to Date	\$ 384,002	9.45%	27.94%
Water Treatment Upgrade Project			
Project Budget		\$ 3,978,000	\$ 3,978,000
Revenues Project to Date	\$ 4,194,283	17.02%	105.44%
Expenses Project to Date	\$ 4,418,456	13.24%	111.07%
Sunset Sewer Rehabilitation Project			
Project Budget		\$ 2,573,038	\$ 2,573,038
Revenues Project to Date	\$ 2,143,276	64.56%	83.30%
Expenses Project to Date	\$ 2,198,150	66.37%	85.43%
WATER & SEWER AIA PROJECT			
Project Budget		NA	\$ 305,000
Revenues Project to Date	\$ 332,279	97%	109%
Expenses Project to Date	\$ 314,278	96%	103%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

		Comparison of FY %	
		Prior FY %	Current FY %
AD VALOREM PROPERTY TAX			
Fiscal Year Budget		\$ 955,760	\$ 968,150
Revenues this Month	\$ 30,825	4.73%	3.18%
Revenues FYTD	\$ 652,501	69.89%	67.40%
SALES & USE TAX			
Fiscal Year Budget		\$ 558,630	\$ 630,000
Revenues this Month	\$ 55,007	8.56%	8.73%
Revenues FYTD	\$ 273,845	44.99%	43.47%
UTILITY FRANCHISE TAX			
Fiscal Year Budget		\$ 110,000	\$ 110,000
Revenues this Month	\$ -	0.00%	0.00%
Revenues FYTD	\$ 23,689	21.12%	21.54%
REFUSE COLLECTION FEES			
Fiscal Year Budget		\$ 72,470	\$ 75,000
Revenues this Month	\$ 6,838	9.86%	9.12%
Revenues FYTD	\$ 38,292	47.24%	51.06%
SALES & SERVICES			
Fiscal Year Budget		\$ 25,700	\$ 60,700
Revenues this Month	\$ 3,101	0.31%	5.11%
Revenues FYTD	\$ 19,923	95.90%	32.82%
WATER & SEWER ENTERPRISE FUND REVENUES			
Fiscal Year Budget		\$ 1,006,590	\$ 1,274,390
Revenues this Month	\$ 95,666	8.37%	7.51%
Revenues FYTD	\$ 471,367	44.34%	36.99%
GENERAL FUND DEPARTMENTS		Comparison of Monthly Expenses	
		Fiscal Year 2022 Budget	YTD Expenses Prior FY Current FY
Governing Body	\$ 125,480	\$ 46,321	\$ 28,275
Administration	291,960	180,693	185,862
Community & Economic D	26,500	23,871	13,970
Downtown Revitalization	166,610	62,645	94,528
Police Dept	939,510	462,159	626,912
Street Dept	127,230	33,497	98,851
Powell Bill	42,530	3,355	7,140
Sanitation	342,930	157,735	173,883
Pilot Center	18,870	10,940	29,164
Library	39,370	3,340	6,880
Debt Service	73,710	26,953	26,953
Recreation	-	-	310,082
	\$ 2,194,700	\$ 1,011,509	\$ 1,602,499
Fiscal Year Budget		\$ 2,019,560	\$ 2,194,700
YTD % of Annual Budget Expended		50.09%	73.02%
WATER & SEWER ENTERPRISE FUND			
General	\$ 351,300	\$ 9,449	\$ 8,919
Water/Sewer Administration	226,920	64,972	87,282
Production	233,240	92,228	61,068
WWTP	278,020	115,126	95,986
Line Maintenance	184,910	172,496	158,744
	\$ 1,274,390	\$ 454,270	\$ 412,000
Fiscal Year Budget		\$ 1,006,590	\$ 1,274,390
YTD % of Annual Budget Expended		45.13%	32.33%

**Pilot Mountain Police Department
Monthly Report for October 2022**

Accidents

10/3/2022 Old Westfield Rd @ 52 Byp on ramp
700 S Key St
10/6/2022 Old Westfield Rd @ 52 Byp on ramp
10/10/2022 CVS PVA
10/12/2022 Dollar General PVA
10/26/2022 McDonalds PVA (H&R)
10/27/2022 Key St @ W Main St
10/31/2022 52 Byp @ Pilot Air

	TOTAL	AMOUNT	RECOVERED
Police Service	236		
Wrecks Investigated	8	\$ 17,650.00	
Assaults	1		
Larcenies	2	\$ 1,700.00	
Disturbances/Domestic	14		
Burglar Alarms	8		
Breaking & Entering	1	\$ 400.00	
MIP & Property Damage	0	?	
Traffic Citations	47		
Intoxicated Drivers	1		
Intoxicated Pedestrians	0		
Forgery/Fraud/Scam	1		
Armed Robbery	0		
Drug Charges	0		
Other Crimes	6		
Total Arrests	7		
Totals:	333	\$ 19,750.00	

NOTES

10/8/2022 Officers assisted with the Tractor Show
10/11/2022 Officers assisted with Pilot Mtn Elem School Lockdown Drill
10/12/2022 Captain Easter appeared in Federal Court
10/13 & 10/14/2022 Chief Jackson taught BLET
10/14/2022 Ptl Blizard, Ptl Robertson & Ptl Horn worked the ESHS Varsity Football Game
10/20/2022 Ptl Blizard worked the ESHS J V Football Game
10/22/2022 Ptl Horn & Ptl Spencer worked the Glow Party
10/24 - 10/27/2022 Chief Jackson taught BLET
10/28/2022 Chief Jackson, Admin Kirkman, Ptl Hewett & Ptl Horn assisted with Trick or Treat on Main St
10/29/2022 Ptl Marion & Ptl Horn worked the Trunk or Treat/Monsters on Main Parade
10/31 - 11/02/2022 Chief Jackson taught BLET

**Pilot Mountain Police Department
Monthly Report for November 2022**

Accidents

11/2/2022 210 W Marion St
415 E Main St
11/4/2022 W 52 Byp @ N Key St
11/6/2022 805 S Key St
11/7/2022 ESHS PVA
11/8/2022 204 W Main St
11/10/2022 N Key St @ W 52 Byp
11/13/2022 106 S Key St (H&R)
11/17/2022 109 S Key St
11/20/2022 US Hwy 52 SB
11/21/2022 642 S Key St
647 S Key St
11/28/2022 818 S Key St
11/30/2022 731 S Key St

	TOTAL	AMOUNT	RECOVERED
Police Service	303		
Wrecks Investigated	14	\$ 22,089.00	
Assaults	1		
Larcenies	2	\$ 2,802.00	
Disturbances/Domestic	1		
Burglar Alarms	11		
Breaking & Entering	1	\$ 15,899.82	
MIP & Property Damage	4	\$ 34,500.00	
Traffic Citations	116		
Intoxicated Drivers	1		
Intoxicated Pedestrians	0		
Forgery/Fraud/Scam	1	\$ 409.85	
Armed Robbery	0		
Drug Charges	6		
Other Crimes	12		
Total Arrests	7		
Totals:	480	\$ 75,700.67	

OTHER

11/2/2022 Served OFA
11/7/2022 Poss of Drug Paraphernalia X 2
Trespassing X 3
11/7/2022 Poss of Marijuana
Poss of Marijuana Paraphernalia
11/13/2022 Served WFA
11/17/2022 Served OFA
11/19/2022 Served WFA
11/21/2022 Served OFA
11/22/2022 Served Criminal Summons
11/26/2022 Served WFA
Felony Flee to Elude
Poss of Marijuana
Poss of Drug Paraphernalia
Carrying Canceled Weapon

NOTES

11/5/2022 Ptl Hewett & Sgt C Easter worked the Vintage Market
11/07 thru 11/10/2022 Chief Jackson taught BLEET
11/8/2022 Ptl Hewett & Ptl Marion assisted with the Voting Poles at Westfield Elementary
11/10/2022 Sgt Easter & Ptl Robertson worked the ESHS Playoff game
11/12/2022 Chief Jackson taught BLEET
11/15/2022 All officers attended In-Service training
11/16 thru 11/18/2022 Chief Jackson taught BLEET
11/18/2022 Sgt Easter & Ptl Robertson worked the ESHS Playoff game
11/19/2022 Ptl Horn worked J R Lynch Auction
11/26/2022 Ptl Collins work Deck the Halls Event
Chief Jackson taught BLEET

**Pilot Mountain Police Department
Monthly Report for December 2022**

Accidents

12/3/2022 805 S Key St

	TOTAL	AMOUNT	RECOVERED
Police Service	260		
Wrecks Investigated	1	\$ 200.00	
Assaults	2		
Larcenies	2	\$ 227.85	
Disturbances/Domestic	9		
Burglar Alarms	9		
Breaking & Entering	1	\$ -	
MIP & Property Damage	3	\$ 2,275.00	
Traffic Citations	74		
Intoxicated Drivers	0		
Intoxicated Pedestrians	0		
Forgery/Fraud/Scam	0		
Armed Robbery	1	\$ 400.00	
Drug Charges	4		
Other Crimes	4		
Total Arrests	5		
Totals:	480	\$ 75,700.67	

OTHER

12/8/2022 Served WFA

12/11/2022 Possession of Methamphetamine X 2

12/14/2022 Served WFA

12/20/2022 Possession of Methamphetamine X 2

Served OFA

Served WFA

12/24/2022 Disorderly Conduct

NOTES

12/3/2022 Officers assisted with Tree Lighting

12/10/2022 Officers attended Driving & Stop Stick In-service

12/12 thru 12/18/2022 Sgt C Easter worked ESHS basketball games

12/12 thru 12/18/2022 Officers participated in the Holiday Booze it & Lose it Campaign

12/19/2022 Chief Jackson attended BLET Graduation

12/19/ thru 12/25/2022 Officers participated in the Holiday Booze it & Lose it Campaign

General Services Work Order Applications

Applications For the Date Range 12/01/2022 Thru 12/31/2022

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
STATUS: CLOSED								
1	JOB-2022-00442	DPW	GARBAGE/RECYCLIN G	126 W MAIN ST	TAKE 3 RECYCLE CANS TO 126 W MAIN	12/1/2022	12/7/2022	6
2	JOB-2022-00443	DPW	OTHER	108 W MAIN ST	CHECK METER 1700027275 AFTER 10 AND SHOW STORE OWNER. MI-NET SHOWS 85 GPH	12/2/2022	12/2/2022	0
3	JOB-2022-00445	DPW	OTHER	326 GOLF COURSE RD	GET READING FOR METER 22077911. NOT IN MI-NET. CHECK FOR LEAK	12/8/2022	12/9/2022	1
4	JOB-2022-00446	DPW	OTHER	126 W MAIN ST, UNIT C	TURN WATER ON FOR NEW SERVICE	12/12/2022	12/12/2022	0
5	JOB-2022-00448	DPW	PLUMBING HOT WATER HEATER	POLICE DEPARTMENT	NO HOT WATER	12/13/2022	12/14/2022	1
6	JOB-2022-00447	DPW	TREES LEAVES	VARIOUS LOCATIONS	GET UP LEAVES	12/13/2022	12/15/2022	2
7	JOB-2022-00450	DPW	OTHER	320 OLD WESTFIELD RD	TURN OFF FOR FINAL. METER #1700027795	12/15/2022	12/19/2022	4
8	JOB-2022-00453	DPW	SEWER	210 OLD WESTFIELD RD	CALL FROM PD STATING SEWER BACK UP AT THIS LOCATION ON 12/18 @ 8:00PM. BLOCKAGE IS ON HOMEOWNERS SIDE.	12/19/2022	12/19/2022	0
9	JOB-2022-00454		GARBAGE/RECYCLIN G	204 CARSON RD	REPLACE DAMAGED RECYCLE CART. PICK UP OLD ONE. WM IS AWARE	12/19/2022	12/30/2022	11
10	JOB-2022-00452	DPW	GARBAGE/RECYCLIN G	816 DODSON MILL RD	TAKE RECYCLE CAN OUT. WM ACCIDENTALLY DUMPED THEIR CONTAINER THIS MORNING.	12/19/2022	12/30/2022	11
11	JOB-2022-00451	DPW	SEWER	623 E MAIN ST	SEWAGE SMELL. BROKEN SEWER LINE	12/19/2022	12/21/2022	2
12	JOB-2022-00455	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR JANUARY BILLING	12/20/2022	12/22/2022	2
13	JOB-2022-00456	DPW	OTHER	217 LYNCHBURG RD	TURN WATER ON AND GET READING. NEW OWNER. METER #1700027032 AND GET	12/21/2022	12/21/2022	0
14	JOB-2022-00458	DPW	WINTER/SNOW	605 S KEY ST	THIS AFTERNOON, WHEN RAIN STOPS SPREAD SALT WHERE LEAK IS	12/22/2022	12/30/2022	8
15	JOB-2022-00459	DPW	HOLIDAY REMOVE PHOTO BOOTH	TOWN HALL	REMOVE PHOTO BOOTH/FRAME	12/29/2022	1/6/2023	8
16	JOB-2022-00462	DPW	OTHER	518 BUTLER ST	TURN ON FOR NEW SERVICE. METER #1700027066	12/30/2022	12/30/2022	0
17	JOB-2022-00461	DPW	OTHER	300 LYNCHBURG RD UNIT 5	TURN ON FOR NEW SERVICE. METER 1700027137	12/30/2022	12/30/2022	0
18	JOB-2022-00460	DPW	OTHER	873 W 52 BYPASS - ARMFIELD CENTER	CUT OFF WATER TO CONCESSION STAND/SHELTER AREA. CHECK FOR LEAK	12/30/2022	12/30/2022	0
18	TOTAL CLOSED APPLICATIONS							
STATUS: IN PROGRESS								
1	JOB-2022-00449	DPW	TREES LEAVES	ARMFIELD CENTER	GET UP LEAVES	12/13/2022		0
1	TOTAL IN PROGRESS APPLICATIONS							
STATUS: NEW								
1	JOB-2022-00444	DPW	OTHER	300 LYNCHBURG RD UNIT 5	TURN OFF FOR FINAL ON 12/8/22. METER # 1700027137	12/7/2022		0
2	JOB-2022-00457	DPW	OTHER	403 S KEY ST	I NEED A METER # AND READING FOR THIS LOCATION (OLD R&J)	12/21/2022		0
2	TOTAL NEW APPLICATIONS							

General Services Work Order Applications

Applications For the Date Range 12/01/2022 Thru 12/31/2022

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
21	TOTAL APPLICATIONS THIS REPORT PERIOD							

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: November

YEAR: 2022

OPERATIONS:

MILLION GALLONS OF WATER TREATED	4.800	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.160		
TOTAL RAINFALL	4.55		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	4.72
TSS	30 max. avg. monthly	19.6
D.O.	5 minimum avg. daily eff.	8.42
Fecal Coliform	200 max. avg. monthly	1.0
Ammonia-Nitrogen	28.6 max. avg. monthly	3.02

We were in compliance with all sampling limits. The monthly eDMR was submitted to NCDEQ on December 22nd.

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WATER TREATMENT PLANT**

MONTH: November

YEAR: 2022

OPERATIONS:

MILLION GALLONS OF RAW WATER TREATED	7.496	DAILY AVERAGE RAW WATER TREATED (MGD)	.250
MILLION GALLONS WATER FILTERED	7.156	DAILY AVERAGE WATER FILTERED (MGD)	.239
MILLION GALLONS PUMPED TO SYSTEM	6.994	DAILY AVERAGE WATER PUMPED TO SYSTEM (MGD)	.233

CHEMICALS USED:

ALUMINUM SULFATE	750 LBS.
SODA ASH	477 LBS.
CHLORINE	159 LBS.
HEXAMETAPHOSFATE	60 LBS.

OPERATIONS SUMMARY:

All monthly drinking water laboratory tests were in compliance and the monthly report (eMOR) was submitted to NCDEQ on December 6th, 2022.

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WATER TREATMENT PLANT**

MONTH: December

YEAR: 2022

OPERATIONS:

MILLION GALLONS OF RAW WATER TREATED	9.969	DAILY AVERAGE RAW WATER TREATED (MGD)	.321
MILLION GALLONS WATER FILTERED	9.589	DAILY AVERAGE WATER FILTERED (MGD)	.309
MILLION GALLONS PUMPED TO SYSTEM	9.236	DAILY AVERAGE WATER PUMPED TO SYSTEM (MGD)	.297

CHEMICALS USED:

ALUMINUM SULFATE	998 LBS.
SODA ASH	642 LBS.
CHLORINE	195 LBS.
HEXAMETAPHOSFATE	80 LBS.

OPERATIONS SUMMARY:

All monthly drinking water laboratory tests were in compliance and the monthly report (eMOR) was submitted to NCDEQ on January 9th, 2023.

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: December

YEAR: 2022

OPERATIONS:

MILLION GALLONS OF WATER TREATED	5.642	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.182		
TOTAL RAINFALL	4.65		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	5.1
TSS	30 max. avg. monthly	7.7
D.O.	5 minimum avg. daily eff.	8.23
Fecal Coliform	200 max. avg. monthly	10.6
Ammonia-Nitrogen	28.6 max. avg. monthly	3.62

We were in compliance with all sampling limits. The monthly eDMR was submitted to NCDEQ on January 10th .

2022 Zoning Permit Approvals			
Permit #	Physical Address	Type	Date Issued
2022-01	521 Butler Street	Residential Addition	1/5/2022
2022-02	521 Butler Street	Residential Accessory Structure	1/5/2022
2022-03	415 Whitaker Chapel Road	Single-Family Dwelling	1/20/2022
2022-04	2377 Old Winston Road	Residential Accessory Structure	1/21/2022
2022-05	127 W. Main Street (Suite B)	Change in Use 'The Art of Massage'	1/27/2022
2022-06	429 E. 52 Bypass	Change in Use 'TC Performance & Offroad'	2/2/2022
2022-07	705 W. Main Street	Non-Residential Interior Remodel	2/9/2022
2022-08	101 Shoals Road	Change in Use 'Edward Jones Investments'	2/28/2022
2022-09	119 W. Main Street	Change in Use 'Pilot Mountain Provisions'	3/2/2022
2022-10	102 Shoals Road	Demolition & Exterior Remodel	3/21/2022
2022-11	225 E. Main Street	Residential Remodel	4/12/2022
2022-12	553 Carson Road	Residential Addition	4/13/2022
2022-13	313 Crestwood Drive	Pool	4/22/2022
2022-14	202 Hamlin Drive	Non-Residential Accessory Structure	4/26/2022
2022-15	104 Mountain Loop Road	Residential Addition	5/2/2022
2022-16	220 Jolo Winery Lane	Non-Residential Addition	5/4/2022
2022-17	215 E. Main Street (Suite A)	Change in Use 'TAO Studio / Viridescence'	5/6/2022
2022-18	802 Sunset Drive	Residential Addition	5/13/2022
2022-19	731 S. Key Street	Drive-Thru Conversion 'McDonald's'	5/18/2022
2022-20	540 S. Key Street	Non-Residential Accessory Structure	5/20/2022
2022-21	105 Lynchburg Road	Residential Addition	5/20/2022
2022-22	260 S. Boyles Street	Enclose Residential Carport	5/25/2022
2022-23	615 E. 52 Bypass	Non-Residential Addition	5/31/2022
2022-24	181 Pineridge Trail	Residential Accessory Structure	6/1/2022
2022-25	137 Mountain View Drive	Single-Family Dwelling	6/1/2022
2022-26	524 Academy Street	Residential Addition & Remodel	6/14/2022
2022-27	312 E. 52 Bypass	Non-Residential Addition 'New River Tire'	6/15/2022
2022-28	123 Lynchburg Road	Residential Accessory Structure	6/20/2022
2022-29	202 Hamlin Drive	Non-Residential Accessory Structure	6/23/2022
2022-30	731 Golf Course Road	T-Mobile Antenna & Equipment Replacement	7/14/2022
2022-31	100 & 104 W. Main Street	Change in Use 'Indulge Soapery'	7/7/2022
2022-32	275 Parkview Circle	Residential Addition	7/11/2022
2022-33	127 W. Main Street (Suite B)	Change in Use 'Hilda's Place Studio'	7/19/2022
2022-34	101 Golf Course Road	Change in Use 'PQA Healthcare Inc.'	7/20/2022
2022-35	764 Golf Course Road	Residential Addition	8/10/2022
2022-36	111 E. Main Street	Non-Residential Repair 'Access Books'	8/12/2022
2022-37	619 S. Key Street	Non-Residential Accessory Structure	8/17/2022
2022-38	709 E. Main Street	Residential Addition & Fence	9/1/2022
2022-39	207 E. Main Street (Suite A)	Change in Use 'Land Pro Real Estate Office'	9/13/2022
2022-40	171 Golf Course Road	Single-Family Dwelling	9/19/2022
2022-41	183 Golf Course Road	Single-Family Dwelling	9/19/2022
2022-42	172 Noiram Drive	Residential Pool	9/21/2022
2022-43	104 Mountain Loop Road	Residential Fence	10/4/2022
2022-44	403 S. Key Street	Change in Use 'Knob Cycles'	10/6/2022
2022-45	714 Old Barn Circle	Residential Addition 'Deck'	10/13/2022
2022-46	326 Golf Course Road	Enclose Residential Carport	10/24/2022
2022-47	517 E. Main Street	Residential Addition	11/17/2022
2022-48	1040 NC 268	Residential Accessory Structure	11/18/2022
2022-49	141 W. Main Street	Change in Use 'Rusted Ram'	12/9/2022
2022-50	625 E. 52 Bypass	Change in Use 'Pilot Holistic Health'	12/6/2022
2022-51	701 Lynchburg Road	Wastewater Treatment Plant Improvements	12/13/2022

2022 Sign Permit Approvals			
Permit #	Physical Address	Type	Date Issued
2022-01	647 S. Key Street (Suite I)	Wall	3/14/2022
2022-02	112 W. Main Street	Suspended Pedestrian	3/24/2022
2022-03	112 W. Main Street	Wall	3/24/2022
2022-04	625 E. 52 Bypass	Freestanding	12/12/2022



Assure Station Metrics Monthly Reporting

Town of Pilot Mountain, NC - Monthly Report - November 2022

Company Id
136351

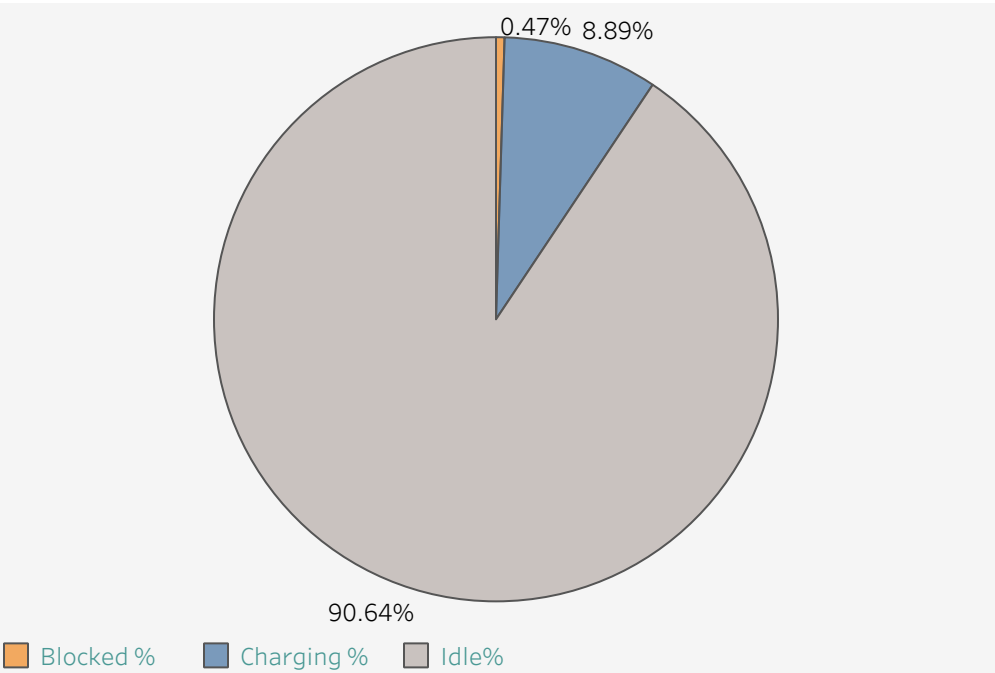
Port Level
All

Organization Name
All

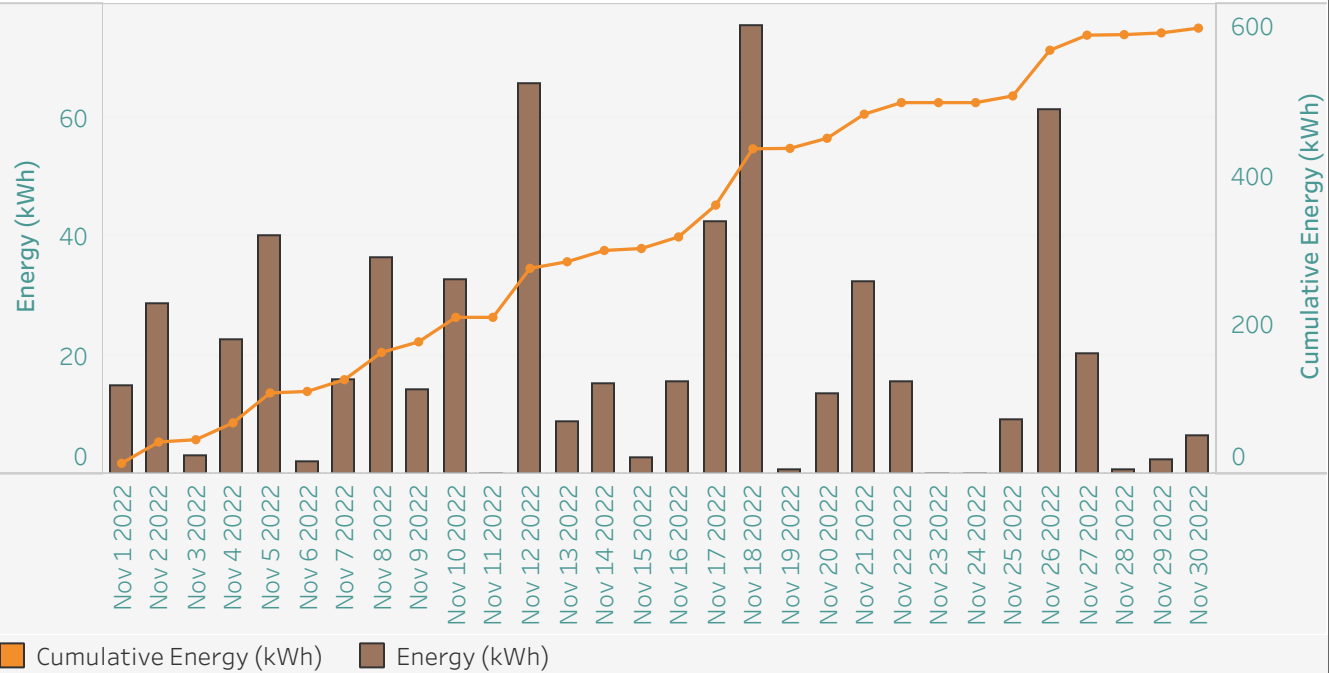
Month End Date
11/30/2022

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	1	0	598	251	75	7	0.00%	43

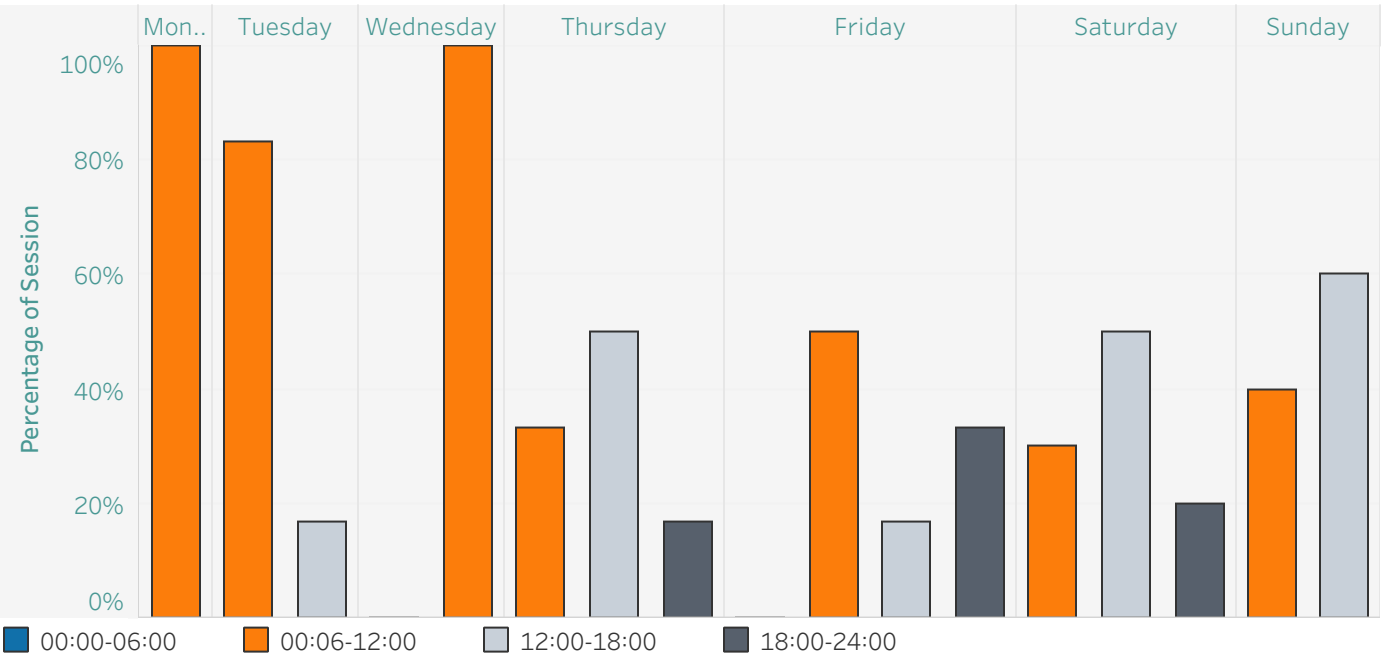
Port Utilization: 24 Hours



Energy Dispensed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	3.14
Average Session Charge Time (Hours)	2.98
Average Session Energy (kWh)	13.91
Average Session Revenue (\$)	0.00
Occupied Hours	134.8
Charging Hours	128.0
Service Tickets	0.0



Assure Station Metrics Reporting Appendix

Port Utilization Chart: This is a view of station utilization during common business hours.
You can use this information to determine if updates need to be made to pricing / access policies or if stations should be added.

Session Start Distribution Chart: This is a view (by day) of what times drivers start sessions.
You can use this information to fine tune time of day pricing policy rules.

Station / Port Count: In order to be counted, a station must have the "Assure" entitlement applied.
This is the number of stations / ports that currently have the "Assure" entitlement.

Total Revenue: This is the sum of session fees generated by your "Assure" stations minus the ChargePoint service fee (10%).
This is based on session dates (not transaction date which may differ). Your Flex Billing reports should be used for financial reporting.

Energy (kWh): All energy dispensed through your "Assure" stations.
This data point can be useful in reconciling station energy against energy bills.

GHG Savings (kg): All the green house gasses (95% CO2) that would have been released had the miles provided by your stations come from gasoline.
This data point can be useful in sustainability reporting.

Unique Drivers: The number of unique drivers that used your stations this month (a driver would be counted only once even if they used different RFID cards).
An understanding of the number of unique drivers visiting may be useful in creating station messaging / video ads.

Gasoline (Gal) Saved: All the gasoline that would have been burned had the miles provided by your stations come from gasoline.
This data point can be useful in sustainability reporting.

ChargePoint Response SL: Percentage of tickets to which ChargePoint responded within Service Level (1 business day).
ChargePoint holds itself accountable to our Service Level commitment.

Uptime: Percentage of time that your ports were capable of dispensing power.
ChargePoint is committed to keeping your ports dispensing power 98% of the time or better.

Sessions: Total session count.
An understanding of the number of times your stations authorize a session can be useful creating station messaging / video ads.

Average Session Duration: Average amount of time drivers occupy your stations.
This data point can be useful in fine tuning length of stay pricing policy rules.

Average Charging Time: Average amount of time per session energy is flowing.
This data point can be useful in fine tuning length of stay pricing policy rules.

Average Session Energy: Average amount of energy dispensed.
This data point can be useful in fine tuning price per kW pricing policy rules.

Average Session Revenue: Average session fee - 10%.
This data point can be useful in fine tuning minimum & maximum values for pricing policy rules.

Total Hours Occupied: Sum of all session durations.
This is used in part to determine utilization.

Total Hours Charging: Sum of all session charging durations.
This is used in part to determine utilization.

New Service Tickets: Count of trouble tickets tracking issues with a "Assure" station created this month.
This will help in keeping track of station fault issues raised with ChargePoint Support.