



AGENDA ITEMS	Council Meeting:
Check Reference No. <u>7965</u>	Tuesday, November 25, 2024
Department: <u>Sanitation</u>	Public Hearing:
Fund Number/Department Number: <u>34-8500-0400</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

BACKGROUND: On 9/25/24, The City received an insurance check # 7965 from Interlock Risk Management in the amount of \$ 12, 133.69 related to the incident that occurred on April 20, 2024. The citizen was speeding, lost control, and struck our metal fence on Road St., Peartree Rd., and Boston Ave. This amount reflects a deduction of \$2,500.00 from the quoted total of \$14,633.69 provided by Seegars.



One Time



Recurring

Comment: N/A

Analysis: The stormwater division is requesting that the funds in the amount of \$ 12, 33.69 be transferred from Revenue Account 10-3350-8300 to Account 34-8500-0400 (professional Services). The stormwater division currently has a PO in place (PO # 25-00173) to cover the the cost of the repair with Seegars in the amount of \$ 15, 667.25.

Department Head Recommendation: It is being recommended that Check # 7965 in the amount of \$ 12, 133.69 be transferred from Revenue Account 10-3350-8300 to Account 34-8500-0400 (Professional Services) to cover ther cost of PO # 25-00173.

Attachments: Yes No

Reviewed by:

Department Head: *Dawn Bell*
Date: 11/21/24
Finance Officer: *Reynolds Woodson*
Date: 11/21/24
City Manager: *Reynolds Woodson*
Date: 11/21/24

FINANCE DEPT OFFICE USE

- Recommend for Approval
- Do not recommend

Purchase No: 25-00173
 Status: Open Vendor: SEEGA005 Vendor's County: PASQUOTANK
 Order Date: 09/18/24 SEEGARS FENCE CO INC OF EC
 Due Date: PO BOX 2489
 Description: Emergency Fence Repair Peartre ELIZABETH CITY NC 27906-2489
 P.O. Total: 15,667.25
 Void Total: 0.00

Seq	Catalog Num	Qty	Unit	Price	Item Total	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	Inventory Id	Sales Tax
Line Item Description												
Line Item Notes												

1		1.0000		15,667.2500	15,667.25	0 0	09/18/24					
Emergency Fence Repair Peartree.												
						34-8500-0400	PROFESSIONAL SERVICES					

Repair of approximately 96 linear feet of the existing detention pond fencing at Peartree Road, Boston Avenue, and Road Street.

The repair will consist of replacing ten 5' tall black Sentinel Fence Commercial grade aluminium three rail fence panels, thirteen 2" x 2" line posts, two 4" x 4" gate posts, one approximately 12' opening double swing gate, resetting approximately five line posts, and re-installing approximately five panels. The existing fencing installed on site is no longer produced by this manufacturer. They have quoted a comparable product, but it will not be an exact match to the existing fence.

15,667.25

Seegars Fence PO's for Amendment

Randy Lassiter <rlassiter@elizabethcitync.gov>
to: Bri' Yanna Byrd <bbyrd@elizabethcitync.gov>, Heather Miles <hmiles@elizabethcitync.gov>
cc: Lashonda Bonsu <lbonsu@elizabethcitync.gov>, Raymond Staten <rstaten@elizabethcitync.gov>, Dwan Bell <dbell@elizabethcitync.gov>, Anna Spence <aspence@elizabethcitync.gov>, Brian Lewis <blewis@elizabethcitync.gov>

Mon, Nov 18, 2024 at 12:24 PM

Bri' and Heather,

We need your help again. See below on 09/25/2024 Anna Spence notified us that we received a check for \$12,133.69 for PO 25-00173, In order for Dr. Bonsu to prepare an amendment can you provide the actual check number? Thanks so much! We need this kind of stat.

PS, PO 25-00172 data also included in Mrs. Spence's memo below is just as an fyi for later.

Here are the (2) fence repair PO's -

Table with 7 columns: PO Number, Date, Description, Amount, Balance, Status, and another empty column. Rows include PO 25-00172 and PO 25-00173.

Insurance Check Received for Boston Ave. Inbox



Anna Spence <aspence@elizabethcitync.gov>
to Dwan, Raymond, Lashonda, James, me, Brian

Wed, Sep 25, 11:27 AM

R. J. Lassiter, NCLGC
Public Works Project Manager

City of Elizabeth City
P.O. Box 347
410 Pritchard St.
Elizabeth City, North Carolina 27909
P | 252.621.7365
M | 252.339.2068
M | 252-548.3665
F | 252.338.1946
E | rlassiter@elizabethcitync.gov
W | www.cityofec.com

Hey,

We have received an insurance check in the amount of \$12,133.69 related to the incident that occurred on April 20, 2024. This amount reflects a deduction of \$2,500.00 from the quoted total of \$14,633.69 provided by Seegars.

Description: The citizen was speeding, lost control, and struck our metal fence on Road St., Peartree Rd., and Boston Ave.

This check will be deposited into the insurance revenue account 10.3350.8300. Director Bell will coordinate with Brian Lewis to transfer these funds for the repair costs.

I apologize for the confusion, the \$100.00 were received on September 4, 2024 was for the incident on Herrington Road and South Road St.

Have a great day!

Anna

Anna Spence
HR Manager/Interim Human Resources Director
City of Elizabeth City
302 E. Colonial Ave.
Elizabeth City, NC 27909
252-335-2699 (office)
252-333-3208 (fax)

2 attachments

PO 25-00173 (1).pdf
24K

PO 25-00172 (1).pdf
23K

ieegars Fence PO's for Amendment

Heather Yaglowksi <hyaglowski@elizabethcitync.gov>
o: Randy Lassiter <rlassiter@elizabethcitync.gov>

Mon, Nov 18, 2024 at 3:26 PM

Hi RJ,

The check number was 7965. Below are screenshots of the payment from Tyler. Let me know if you need anything else.

Receipt Number: R00753208

Save and Close Print Receipt Email Receipt Print Screen Help Documents (0)

General	Payment Method	Amount	Reference	Payment Method Type	Web P	Payor	Mailing Address
Transactions	CHECK	12,133.69	SB 7965	Check		INTERLOCAL RISK MANAGEMENT	
Payments							
Journal							
Documents							

Receipt Number: R00753208

General

Packet: [Packet: CLPKT01365 -](#)

Batch: B00011637 - 09/27/2024 SB MP

Operator: MP - Mackenley Pureza

Terminal: 23 - Switchboard

Taken By: Mackenley Pureza

Vendor:

Amount Details

Total Applied	12,133.69
Total Tendered	12,133.69
Change	0.00

Profile Information

	Performed By	Date Performed
Create	Mackenley Pureza	9/26/2024 2:20 PM
Void		
Burn		

[Quoted text hidden]
Heather Corbett
City of Elizabeth City
Data Processing Manager
(252) 337-6866