

**TOWN OF VALDESE
TOWN COUNCIL MEETING
JUNE 25, 2018**

The Town of Valdese Town Council met on Monday, June 25, 2018, at 6:00 p.m., in the Town Council Chambers at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman Gary L. Delp, and Councilman Roy F. Sweezy. Also present were Town Manager Seth Eckard, Town Attorney Marc Mitchell, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: None.

A quorum was present.

Mayor Black called the meeting to order at 6:00 p.m. He offered the Invocation and led in the Pledge of Allegiance to the Flag.

OPEN FORUM/PUBLIC COMMENT:

PROCLAMATION HONORING CHARLES "CHARLIE" BERRY Mayor Black presented the following resolution to Charles Berry:

PROCLAMATION HONORING CHARLES "CHARLIE" BERRY

WHEREAS, Charles Berry began his career with the Town of Valdese on April 26, 1993, as a Public Works Maintenance Worker and received many promotions serving as Utility Meter Technician until his retirement

WHEREAS, Charles Berry holds a water meter technician certification; and

WHEREAS, the positions held by Charles Berry required that he be on call day and night, seven days per week, 365 days per year to report for work during emergencies; and

WHEREAS, during Charles Berry's tenure he has assured meter accuracy and monthly readings to verify consistent and fair revenue for the Town of Valdese; and

WHEREAS, after over 25 years of dedicated service to the Town of Valdese, Charles Berry will retire on June 29, 2018 so he can dedicate more time to North Carolina basketball.

NOW, THEREFORE, BE IT RESOLVED that I, John F. "Chip" Black Jr., by the authority vested in me as mayor of Valdese, North Carolina, and on behalf of the entire Town Council that we hereby recognize and **honor Charles Berry** for his many contributions to the Town of Valdese, and we wish for him a long and prosperous retirement.

IN WITNESS WHEREOF, I do hereby set my hand, and cause the Seal of the Town of Valdese to be affixed, this 25th day of June, 2018.

/s/ John F. "Chip" Black, Jr., Mayor

EAGLE SCOUT PROJECT-LUKE BLALOCK, 108 OAKLAND COURT NE, VALDESE Mr. Blalock informed Council that he is completing his Eagle Scout project at McGalliard Falls. Mr. Blalock shared that he is building new score tables for the baseball scorekeeper and discussed the process he is following to complete this project. Mr. Blalock shared that he received donations from BB&T and Friends of the Valdese Rec to help fund the project.

WATER RATES-JEAN MARIE COLE, 705 BERTIS STREET, VALDESE Ms. Cole expressed her appreciation of the efforts Council and Town Manager Seth Eckard make, acknowledging that they all do a lot of hard work to keep the town on budget. Ms. Cole discussed proposed increases to water rates, expressing concern with how the increase in fees is allocated; specifically noting that the increase for the first 3,000 gallons of water is more expensive than the next 1,000 gallons. Ms. Cole stated that the water rates put a burden on small users, who tend to be low income or elderly, even though they may not use the full 3,000 gallons.

TOWN COMMITTEE MEMBERS-ELAINE APPEGATE, 408 BOUCHARD AVE, VALDESE Ms. Applegate informed Council that there are issues with the committee members that are listed on the Town's website. Ms. Applegate shared that some individuals had passed away, others moved, and that some of the people listed, herself included, were no

longer serving the committee in which they were named as members. Ms. Applegate asked if there was a prerequisite for being on various committees. Mayor Black informed her that there was not. Ms. Applegate expressed her concern with members receiving perks for serving on a committee. Parks and Recreation Director Doug Knight shared that Recreation Committee members do receive a free membership to the Rec Center.

BUDGET, TIGER GYM, LIBRARY, REC CENTER-CARLA BERRY, 204 COLOMBO STREET NW, VALDESE Ms. Berry shared that she was excited to see that funds had been allocated in the FY 18-19 budget for Tiger Gym repairs. Ms. Berry stated that she is happy with how well assets, such as the Rec Center and library, have been preserved throughout the town. Ms. Berry would like to see improvements made at Teacher's Cottage. Ms. Berry would like to start one or two volunteer committees of people that would like to give back to the community by helping with various tasks around town.

CONSENT AGENDA: (enacted by one motion)

APPROVED MINUTES OF REGULAR MEETING AND CLOSED SESSION MINUTES OF JUNE 4, 2018

APPROVED AGREEMENT WITH WPCOG FOR 2018-2019 TECHNICAL PLANNING ASSISTANCE The agreement with WPCOG for Technical Planning Assistance in the amount of \$23,360.00, an increase of \$800 in cost from FY 17-18.

Councilwoman Hildebran made a motion to approve the aforementioned items on the Consent Agenda, seconded by Councilwoman Stevenson. The vote was unanimous.

End Consent Agenda

ITEMS REMOVED FROM CONSENT AGENDA:

APPROVED AGREEMENT WITH BURKE COUNTY FOR RECORD MANAGEMENT SYSTEM (RMS) Assistant Police Chief Jamie Buchanan informed Council that this is a four-year-agreement with Burke County for the Records Management System (RMS); the city of Morganton is participating as well. Mr. Buchanan shared that the records management system stores all reports and citations that officers make and provides officers with access to other agency's reports and citations. This system has been used since 2003; however, the recent withdrawal from the 911 agreement ended this service. With the proposed agreement, Burke County will allow Valdese and Morganton to continue RMS through the E911 system that is administered and hosted by the County. The cost of maintenance and replacement over the term of the agreement is as follows: Year 1 - \$7,206.30, Year 2 - \$7,206.30, Year 3 - \$2,406.30, Year 4 - \$2,406.30. Funds have been allocated in the FY 18-19 Budget for Year 1 of this agreement.

Town Manager Seth Eckard informed Council that this was the compromise the municipalities agreed on, in lieu of the 911 agreement, which saved the town \$62,000 annually. Councilman Ogle asked if other agencies received this service. Mr. Buchanan stated that Burke County, Morganton, and Valdese are the only participants in this service and that other agencies use their own, in-house system.

Councilman Ogle made a motion to approve the Agreement with Burke County for Record Management System (RMS) as presented, seconded by Councilwoman Hildebran. The vote was unanimous.

REQUEST TO PURCHASE JOHN DEERE GATOR Public Works Director Bryan Duckworth requested permission to purchase a John Deere Gator from James River Equipment in the amount of \$7,714.60. Mr. Duckworth shared that funds to purchase this piece of equipment have been identified through the sale of surplus equipment and have been allocated in the current, FY 17-18 budget. Mr. Duckworth stated that the gator will be used for Main Street landscaping, by the Street Department for spraying vegetation on street curbs and sidewalks, and by the Utility Department for inspection of manholes. Mr. Duckworth shared that this item was not requested in the current budget as there was not enough funding in the capital outlay; however, it was the next item on the Public Works Capital Improvement Plan.

Councilman Ogle made a motion to approve the purchase of a John Deere Gator from James River Equipment for \$7,714.60, seconded by Councilwoman Stevenson. The vote was unanimous.

FY 2018-2019 BUDGET PUBLIC HEARING & ORDINANCE ADOPTION Mayor Black opened the public hearing and asked if anyone wished to speak either for or against the proposed budget.

Town Manager Seth Eckard informed Council that two changes were made since the budget was introduced to Council; the Town will receive \$10,000 more for occupancy tax than previously calculated and the language regarding Lakeside

Park in the budget message was removed. Mr. Eckard asked if there were any questions regarding the budget. There were no questions or comments.

There being no one wishing to speak, Mayor Black closed the public hearing.

**TOWN OF VALDESE BUDGET
FISCAL YEAR 2018 - 2019**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF VALDESE, NORTH CAROLINA, THAT:

Section I: The following amounts are hereby appropriated to the fund set forth for the operation of the town government and its activities for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this town:

GENERAL FUND		\$ 5,681,270
Governing Body	\$ 52,330	
Administration	1,012,474	
Public Works	363,495	
Maintenance & Grounds	215,847	
Planning	108,744	
Police	942,206	
Fire	799,476	
Street	410,404	
Powell Bill	144,535	
Sanitation	259,414	
Recreation	825,807	
Tourism/Community Affairs	546,538	
UTILITY FUND		<u>\$ 4,754,066</u>
Water	1,653,823	
Wastewater	1,843,765	
Water/Sewer Const.	1,256,478	
TOTAL EXPENDITURES		<u>\$10,435,336</u>

Section II: It is estimated, and therefore appropriated, that the following revenues will be made available to the respective funds for the fiscal year beginning July 1, 2018 as follows:

GENERAL FUND	\$ 5,681,270
UTILITY FUND	\$ 4,754,066
TOTAL REVENUES	<u>\$10,435,336</u>

Section III: There is hereby levied an ad valorem tax at the rate of fifty four and one half cents (\$0.545) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2019, for the purpose of raising a portion of the revenue listed in the General Fund appropriation in Section II of this ordinance. This rate, based upon an estimated total valuation of \$343,735,955 will generate a levy of \$1,854,627 with an estimated collection rate of 99% less \$17,000 reserved for discounts.

Section IV: As set forth in the Utility Fund Non-Departmental Section of the FY 2018-2019 budget document, the amount of \$306,278 is appropriated for the purpose of debt service and that this amount is sufficient for the complete and proper payment of all bond principal, bond interest and commissions on the outstanding debt of the town relating thereto for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

Section V: Long Term Monitoring surcharge for industrial pretreatment program.

Program Cost: \$18,000

Section VI: The fee schedule for utility services is as follows:

Water

Inside Water – Residential

Minimum 3,000 gallons	\$31.50
Volume Charge (per 1,000 gal); 3,001 + gallons	\$3.10

Outside Water – Residential

Minimum 3,000 gallons	\$49.85
Volume Charge (per 1,000 gal); 3,001 + gallons	\$5.90

Inside Water – Commercial

Minimum 3,000 gallons	\$31.50
Volume Charge (per 1,000 gal); 3,001 + gallons	\$3.10

Outside Water – Commercial

Minimum 3,000 gallons	\$63.10
Volume Charge (per 1,000 gal); 3,001 + gallons	\$6.15

Inside Water - Industrial

Minimum 3,000 gallons	\$12.35
Volume Charge (per 1,000 gal); 3,001 – 300,000 gallons	\$2.35
Volume Charge (per 1,000 gal); 300,000 +	\$1.15

Outside Water - Industrial

Minimum 3,000 gallons	\$24.65
Volume Charge (per 1,000 gal); 3,001 – 300,000 gallons	\$4.70
Volume Charge (per 1,000 gal); 300,000 +	\$2.30

Sewer

Inside Sewer – Residential

Minimum 3,000 gallons	\$6.65
Volume Charge (per 1,000 gal); 3,001 + gallons	\$2.25

Outside Sewer – Residential

Minimum 3,000 gallons	\$12.70
Volume Charge (per 1,000 gal); 3,001 + gallons	\$4.30

Inside Sewer – Commercial

Minimum 3,000 gallons	\$6.95
Volume Charge (per 1,000 gal); 3,001 + gallons	\$2.35

Outside Sewer – Commercial

Minimum 3,000 gallons	\$13.85
Volume Charge (per 1,000 gal); 3,001 + gallons	\$4.70

Inside Sewer - Industrial

Minimum 0 gallons	\$6.75
Volume Charge (per 1,000 gal)	\$2.25

Inside Sewer - Industrial

Minimum 0 gallons	\$13.45
Volume Charge (per 1,000 gal)	\$4.50

Utility Deposits

Non-owner Resident	\$100.00
Non-owner Commercial	100.00
Non-owner Industrial	100.00

<u>Non-Payment Fee</u>	\$ 25.00
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Water Meter Tampering \$100.00

Late Penalty 10% after 15th of month bill is due. Amended policy now included for large users. If the penalty exceeds \$200.00 the amended policy becomes effective.

Section VII: The Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- (A) He may transfer amounts between objects of expenditures within a department without limitation and without a report being required.
- (B) He may transfer amounts of \$1,000 between departments of the same fund with an official report on such transfer at the next regular meeting of the Town Council.
- (C) He may not transfer any amounts between funds or from any contingency appropriation within any fund without approval of the Town Council.

Section VIII: Copies of this budget ordinance and accompanying documents shall be furnished to the finance office, budget officer, and other department heads of the Town of Valdese to be kept on file by them for their direction in the disbursement of funds.

This ordinance is adopted on this the 25th day June, 2018.

/s/ John F. "Chip" Black, Jr., Mayor

Attest: /s/ Town Clerk

Upon introduction by Town Manager Seth B. Eckard, motion to adopt by Councilwoman Hildebran and seconded by Councilman Ogle. The vote to adopt was 5-0.

FY 2017-2018 END OF YEAR BUDGET AMENDMENT Finance Director Jerry LaMaster presented the following amendment:

AGENDA ITEM VIII (D) FY2017 - 2018 YE Budget Adjustment

SUPPLEMENTAL YEAR END BUDGET AMENDMENT

GENERAL FUND

Total Revenue:

278,652

2014 Ad Valorem Tax	10.3010.141	9,000
2015 Ad Valorem Tax	10.3010.151	11,000
2016 Ad Valorem Tax	10.3010.161	14,000
2016 Motor Vehicle Tax	10.3010.162	15,000
2017 Motor Vehicle Tax	10.3010.172	25,000
Tax Penalty & Int	10.3170.000	10,000
Interest on Investments	10.3290.000	5,000
Sales Tax	10.3450.010	10,000
Sales Tax Refund	10.3670.000	40,000
Real Property Sale	10.3820.000	
Real Property Sale	10.3820.000	(61,490)
Real Property Sale	10.3830.000	61,490
Community Center Memberships	10.3970.030	(9,005)
From Utility - Rec	10.3970.302	10,000

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From Utility - Public Art	10.3970.302	6,000
Proceeds From Financing	10.3995.560	62,703
Proceeds From Financing	10.3995.560	8,439
From CRF	10.3980.000	57,840
Fund Balance - Public Art	10.3990.000	3,675

Expenditures:

Administration			52,000
Salaries & Wages	10.4200.020	4,000	
Part Time	10.4200.022	15,000	
Professional Services	10.4200.040	15,000	
Unemployment Charges	10.4200.080	(8,000)	
Dept Supplies	10.4200.330	3,000	
NC Sales Tax	10.4200.370	10,000	
County Sales Tax	10.4200.390	5,000	
Contracted Services	10.4200.450	8,000	
Library	10.4200.930		
Planning			2,995
Part Time	10.4900.022	1,000	
Professional Services	10.4900.042		
Maint & Repair Bldg-Whisnant	10.4900.151	2,400	
Maint & Repair Bldg-Equip	10.4900.160	4,000	
Contract Services	10.4900.450	6,000	
Whisnant St	10.4900.452	8,500	
IT Projects	10.4900.721	(18,905)	
Police			5,000
Salaries & Wages	10.5100.020	33,000	
Extra Duty Hours	10.5100.024	(23,000)	
Goup Insurance	10.5100.060	(5,000)	
Fire			10,000
Salaries & Wages	10.5300.020	10,000	
Part Time	10.5300.022		
Maint & Repair Auto	10.5300.170	10,000	
Debt Service	10.5300.912	(10,000)	
Street			128,982
Salaries & Wages	10.5600.020		
Professional Services	10.5600.040		
Maint & Repair Bldgs	10.5600.150	57,840	
Paving	10.5600.150	62,703	
Maint & Repair Equip	10.5600.160	(8,000)	
Capital Outlay - Equip	10.5600.740	8,439	
Transfer to CFR	10.5600.961	8,000	

Recreation			66,000
Salaries	10.6200.020		
Part Time	10.6200.022	6,000	
Professional Services	10.6200.040	8,000	
Utility Exp - Gas	10.6200.131	15,000	
Maint & Repair Bldgs	10.6200.150	18,000	
Dept Supplies	10.6200.330	5,000	
Contract Services	10.6200.450	20,000	
Debt Service	10.6200.910	(6,000)	
Community Affairs			13,675
Salaies & Wages	10.6250.020	4,000	
Public Art	10.6250.926	9,675	
Total Expenditures			<u>278,652</u>

AGENDA ITEM VIII (D) FY2017 - 2018 YE Budget Adjustment

SUPPLEMENTAL BUDGET AMENDMENT

<u>UTILITY FUND</u>		Increase	
		(Decrease)	
Total Revenue:			<u>-92,824</u>
Water Charges	30.3710.010		
Waste Water Charges	30.3710.020	(190,824)	
Taps & Connection Fees	30.3730.000		
Town of Drexel	30.3810.020	39,000	
Burke County - East	30.3810.030	36,000	
VGH	30.1810.050		
Connelly Springs Maint	30.3810.080	23,000	
Insurance Reserve	30.3970.930		
Fund Balance	30.3990.000		
Expenditures:			
Water Dept.			(92,824)
Capital Equipment	30.8100.740		
Debt Service	30.8100.911	(92,824)	
Waste Water Dept.			0
Professional Services	30.8110.040		
Water & Sewer Const. Dept.			0
Capital Outlay	30.8120.740	(70,000)	
Capital Outlay	30.8120.741	(51,200)	
Transfer to CRF	30.8120.999	121,200	

Total Expenditures

(92,824)

Councilman Delp made a motion to approve the aforementioned year-end budget amendment, seconded by Councilwoman Stevenson. The vote was unanimous.

MANAGER'S REPORT: Mr. Eckard made the following announcements:

Mr. Eckard recommended that Council appoint a taskforce to review the Town's code enforcement policy, level of service and to determine if any changes are appropriate. Mayor Black stated that he would like two members of council on the committee, if Council decides to proceed with the creation of a code enforcement taskforce. Mayor Black would also like citizens to participate. Councilman Ogle and Councilman Sweezy volunteered to serve on the taskforce. Staff will contact representatives from WPCOG and citizens to request their participation. Councilwoman Hildebran asked if staff would be represented on the taskforce. Town Manager Seth Eckard stated that he and Planning Director Larry Johnson will be on the taskforce.

Mayor Black asked if Council would like to proceed with the creation of a taskforce. Councilwoman Stevenson stated that she supports it and acknowledged that this would not be a quick process and that it may take extended time to study. Mr. Eckard said it could take up to four months. Councilman Delp asked if the committee will be tasked with recommending solutions for identified issues. Mr. Eckard stated that the committee would not address specific issues; rather it will look at examples to review policy, to determine if the ordinances are sufficient and to determine if the level of enforcement of those ordinances is sufficient.

Town Attorney Marc Mitchell stated that the current issue is the level of enforcement and recommended that Council take into consideration, what level of enforcement they would like to see in the community. Mr. Mitchell stated that the ordinances may need to be slightly revised but that the ordinances are not the main issue. Mr. Mitchell discussed the various avenues the Town can take to correct code enforcement issues. Mr. Mitchell encouraged Council that whatever may come from this taskforce, that they need to give guidance to staff about what they would like with regard to the level of code enforcement.

Councilman Sweezy stated that Council needs to consider individual's circumstances before making demands and provided an example that perhaps someone experiencing a death in their family is not worried about mowing their grass during that time and that everyone should be mindful of that.

Councilwoman Hildebran acknowledged that the approach that the Town has taken has been one of compassion and understanding. Ms. Hildebran stated that she appreciates this approach and the efforts that Planning Director Larry Johnson makes to contact citizens to find out what issue they were dealing with, while working with them to find a solution. Ms. Hildebran expressed her care and concern for the senior adults in the community, many of which receive limited incomes and have difficulty paying just for medical bills. Ms. Hildebran questioned "who are we, government, to go in and tell property owners what to do with their property?" Ms. Hildebran recommended that Council be careful with the charge that the taskforce is given and to be mindful, not of just certain citizens who can and are able to keep up their property, but those who cannot because of financial reasons.

Independence Day Celebration, Friday, June 29, 2018, 7:00 p.m.

Town Offices Closed on Wednesday, July 4, 2018, in Observance of Independence Day

From This Day Forward, July 13-August 11, 2018, Fridays and Saturdays, 7:45 p.m.

Special Council meeting scheduled for Thursday, August 2, 2018, 7 p.m.

Next Regular Council meeting scheduled for Monday, August 6, 2018, 6 p.m.

MAYOR AND COUNCIL COMMENTS:

Councilwoman Stevenson asked for an update on Bobo Avenue. Planning Director Larry Johnson shared that he has had several conversations with the property owner and is attempting to work with her on the removal, as she asked for additional time. Mr. Johnson shared that several vehicles do comply because they are operational and are tagged; however, there are a few that do not. Ms. Stevenson thanked Mayor Black and Town Manager Eckard for taking the time to meet with citizens to hear their concerns.

Councilwoman Hildebran stated that throughout her experience with the town, numerous attempts have been made to get citizens involved, to receive their input and feedback, and expressed her gratitude to the citizens in attendance for

being involved and making recommendations. Ms. Hildebran shared the following update on the library: survey work was completed and the architect is working on construction documents. Planning Director Larry Johnson has reviewed and approved the site and floorplan drawings, the finishes and flooring for the expansion will be the same or similar to what was done in the Hildebran library, a handicap ramp has been added at the exit door of the meeting room, landscaping will be simple, and an open green space will be provided for outdoor activities. Library Director Jim Wilson shared more detailed information about repairs, lighting, furnishings and other items. Project funds of just over \$900,000 will be used to pay for these items. Construction documents and bid package will be completed by the end of August, bids will be accepted in September, and construction will begin in October. The project should be completed in May or June of 2019.

Councilman Gary Delp stated that he has enjoyed every minute that he served with the Council. Mr. Delp shared that most of his knowledge comes from department heads and said "you have no idea what goes on in Valdese until you follow these people around and watch what they do every day to create the wonderful town that we live in." Mr. Delp shared that he was chosen as an appointment for his seat because he had over twenty years of service on the planning and zoning board and Council knew that he was knowledgeable about what was happening in Valdese, he was not selected at random. Mr. Delp shared that he believes the Council will do a good job in selecting his replacement. Mr. Delp shared that he ran in November because he really hoped he would be able to make it through one more term. Councilman Delp finished by stating "I have enjoyed it, but it's time to quit" and thanked every citizen in Valdese, whether they voted for him or not, because everyone has given him excellent advice over the years. Mayor Black thanked Councilman Delp for his many years of great service. Mr. Delp's last day of service will be June 30, 2018.

Councilman Ogle made a motion to accept the resignation of Councilman Gary Delp effective June 30, 2018, seconded by Councilwoman Stevenson. The motion passed with voting as follows: Ayes-Ogle, Hildebran, Stevenson, and Sweezy. Nays: none. Councilman Delp abstained from voting.

CLOSED SESSION Mayor Black called for a motion to recess into Closed Session pursuant to NC General Statute 143-318.11 (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee. The motion was seconded by Councilwoman Hildebran and the vote was unanimous.

At 6:58 p.m., Councilwoman Hildebran made a motion to recess into Closed Session pursuant to NC General Statute 143-318.11 (a) (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee. The motion was seconded by Councilman Ogle and the vote was unanimous.

At 7:16 p.m., Councilwoman Stevenson made a motion to return to Open Session, seconded by Councilman Ogle. The vote was unanimous.

TOWN MANAGER'S SALARY ADJUSTMENT Councilman Ogle made a motion to increase the Town Manager's base salary by \$3,000 for FY 2018-2019, seconded by Councilwoman Stevenson. The vote was unanimous.

Town Manager Seth Eckard thanked the Members of Council.

ADJOURNMENT

At 7:17 p.m., there being no further business to come before Council, a motion was made by Councilman Ogle to adjourn, seconded by Councilman Delp. The vote was unanimous.

The next meeting is a special meeting on Thursday, August 2, 2018, 7:00 p.m.

Town Clerk
ck

Mayor