

**Town of Valdese
Town Council Meeting
Valdese Town Hall
102 Massel Avenue SW, Valdese
Monday, February 4, 2019
6:00 P.M.**

- 1. Call Meeting to Order**
- 2. Invocation**
- 3. Pledge of Allegiance**

4. Informational Items:

- A. Communication Notes
- B. Reading Material

5. Open Forum/Public Comment

6. Consent Agenda

All items below are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. In which event, the item will be removed from the Consent Agenda and considered under Item 7.

- A. Approval of Regular Meeting Minutes of January 7, 2019
- B. Set Public Hearing Date for Amendments to Zoning Ordinance
- C. Budget Amendments

7. New Business

- A. Introduction of New Employees
- B. Agreement with Burke County for Tax Collection Services
- C. Resolution Designating Wells Fargo Bank as Official Depository
- D. Façade Grant Request

8. Manager's Report

- A. Next Regular Council Meeting is Monday, March 4, 2019
- B. Concerts at the Rock – Hogslop String Band on Saturday, March 2, 2019 at 7:30 p.m.

9. Mayor and Council Comments

10. Adjournment

COMMUNICATION NOTES

To: Mayor Black
Town Council

From: Seth Eckard, Town Manager

Date: February 1, 2019

Subject: Monday, February 4, 2019 Council Meeting

6. Consent Agenda

A. Approval of Regular Meeting Minutes of January 7, 2019

B. Set Public Hearing Date for Amendments to Zoning Ordinance

Enclosed in the agenda packet is a memo from Planning Director Larry Johnson recommending that Council set March 4, 2019, as the date to hold a public hearing for amendments to the Zoning Ordinance. The Valdese Planning Board is recommending text amendments that address accessory structures, the Downtown Business Corridor District, permitted uses in the Central Business District, sail signage and ground signs. Staff will present the Planning Board's recommendations to Council at the March 4th meeting.

C. Budget Amendments

Enclosed in the agenda packet are six budget amendments prepared by Finance Director Bo Weichel. These amendments will move funds into appropriate accounts.

7. New Business

A. Introduction of New Employees

Water Resources Director Greg Padgett will introduce Laboratory Supervisor Candace Cox, Treatment Plant Operator Alexander Garrison, and Treatment Plant Operator Buddy Leger.

B. Agreement with Burke County for Tax Collection Services

Enclosed in the agenda packet is a memo from Finance Director Bo Weichel and an agreement with Burke County for tax collection services. Staff is requesting approval of the inter-local agreement with Burke County and removal of the early payment discount that is currently offered. Mr. Weichel's memo identifies approximately \$59,508 in additional net revenue through the agreement and discontinuation of the early payment discount. Burke County Tax Administrator Daniel Isenhour and Finance Director Bo Weichel will be at the meeting to provide more information and answer questions.

Requested Action: Staff recommends that Council approve the Inter-local Agreement with Burke County for Tax Administration and remove the early payment discount.

C. Resolution Designating Wells Fargo Bank as Official Depository

Enclosed in the agenda packet is a memo from Finance Director Bo Weichel and a resolution designating Wells Fargo Bank as an official depository and identifying authorized signers for the Town's accounts. Mr. Weichel solicited and evaluated proposals for banking services from First Citizens and Wells Fargo. Mr. Weichel is recommending Council approve a resolution to designate Wells Fargo Bank as an official depository for town funds. Mr. Weichel will be at the meeting to discuss this matter and answer any questions.

Requested Action: Staff recommends that Council approve the Resolution Designating Wells Fargo Bank, NA an Official Depository, as presented.

D. Façade Grant Request

Enclosed in the agenda packet is a memo from Valdese Main Street Director Morrissa Angi on behalf of the Valdese Main Street Design Committee and a request from Farris Insurance Agency, Inc. for a Main Street Program Façade Grant in the amount of \$5,000.00 to assist with the installation two lighted LED signs on their building located at 225 Main Street E, Valdese. The estimated cost of the project is \$9,995.00. The Valdese Main Street Design Committee approved \$500.00 for reimbursement due to this being a signage only project. Ms. Angi will be at the meeting to answer questions.

Requested Action: Staff recommends that Council approve the request for a Façade Grant from Farris Insurance Agency, Inc. in the amount of \$500.00.

READING MATERIAL

VALDESE FIRE DEPARTMENT - MONTHLY ACTIVITY REPORT**December 1st-31st, 2018**

THE BELOW REPORT OUTLINES THE ACTIVITIES PERFORMED BY THE FIRE DEPARTMENT DURING THE MONTH OF DECEMBER, 2018. THE REPORT SHOWS THE AMOUNT OF TIME SPENT ON EACH ACTIVITY AND THE TYPE AND NUMBER OF EMERGENCY FIRE DEPARTMENT RESPONSES.

<u>ACTIVITY / FUNCTION</u>	<u>TOTAL HOURS</u>
STATION DUTY	139 HOURS
VEHICLE DUTY	102 HOURS
EQUIPMENT DUTY	25 HOURS
FIRE ADMINISTRATION	85 HOURS
TRAINING ADMINISTRATION	0 HOURS
MEETINGS	5 HOURS
FIRE PREVENTION ADMINISTRATION	80 HOURS
FIRE PREVENTION INSPECTIONS	0 HOURS
<u>TYPE / NUMBER OF INSPECTIONS:</u>	
ASSEMBLY	0
BUSINESS	0
EDUCATIONAL	0
FACTORY	0
HAZARDOUS	0
MERCANTILE	0
RESIDENTIAL	0
STORAGE	0
<u>TOTAL INSPECTIONS:</u>	0
<u>VIOLATIONS NOTED:</u>	0
SAFE KIDS ADMIN/CRS INSPECTIONS	8 HOURS
PUBLIC RELATIONS	16 HOURS
HYDRANT MAINTENANCE	0 HOURS
SAFETY ADMINISTRATION	20 HOURS
PHYSICAL TRAINING	5 HOURS
TRAINING	24 HOURS
ON-DUTY EMERGENCY RESPONSES	76 HOURS
OFF-DUTY EMERGENCY RESPONSES	56 HOURS
FIRE/MEDICAL STANDBY	0 HOURS
OFF-DUTY TRAINING	2 HOURS
<u>TOTAL TRAINING MANHOURS:</u> (INCLUDES VOLUNTEER FIREFIGHTERS)	26 HOURS

FIRE DEPARTMENT EMERGENCY RESPONSES:**FIRE:**

ALARM	8
ELECTRICAL	2
TREE/LINE DOWN	1
MUTUAL AID TO STATION 67	2
FUEL SPILL	1
ILLEGAL BURN	2
VEHICLE	1
STRUCTURE	2
GOOD INTENT	<u>2</u>
	21

MEDICAL:

ABDOMINAL PAIN	0
ALLERGIC REACTION	0
ASSAULT	1
ASSIST EMS	2
BACK PAIN	1
CANCELLED ENROUTE	0
CARDIAC	3
CHEST PAIN	1
CHOKING	0
CODE BLUE	1
DIABETIC	0
DOA	2
FAINTING	2
FALL	8
GUNSHOT	0
LACERATION/HEMORRAGE	2
MOTOR VEHICLE ACCIDENT	1
OTHER	1
OVERDOSE/INTOXICATED	0
PREGNACY	1
PSYCHIATRIC	0
RESPIRATORY	2
SEIZURE	1
SICK	3
STABBING	0
STROKE	2
TRAUMATIC INJURY	0
UNCONSCIOUS	<u>2</u>
	36

FIRE AND MEDICAL:

MVA	2
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TOTAL: 59 RESPONSES

Respectfully Submitted,
Charles Watts, Chief
Valdese Fire Department

Surplus Personal Property Report for Valdese Town Council
February 4, 2019
(August 1, 2018-January 31, 2019)

<u>Date</u>	<u>Dept</u>	<u>Item(s)</u>	<u>Method of Disposal</u>	<u>Sold To</u>	<u>Selling Price</u>
12/07/2018	Town Hall	2012 Dodge Charger VIN# 2C3CDXAT1CH272001	Sold on GovDeals	Daniel Boucino	\$3,850.00
12/10/2018	Town Hall	2010 Crown Victoria Police Interceptor VIN# 2FABP7BV8AX104301	Sold on GovDeals	Kevin Kanupp	\$2,135.00
12/13/2018	Town Hall	2008 Dodge Charger SE VIN# 2B3KA43G48H206047	Sold on GovDeals	Mustapha Dabo	\$3,350.00
1/31/2019	Wastewater	1983 Rogers Trailer VIN# 1R9D22202D1009413	Scrap metal/ Recycled	n/a	n/a

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**TOWN OF VALDESE
TOWN COUNCIL REGULAR MEETING
JANUARY 7, 2019**

The Town of Valdese Town Council met on Monday, January 7, 2019, 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 J. Andrew Thompson, and Councilman Roy F. Sweezy. Also present were: Town Attorney Marc Mitchell, Town Manager Seth Eckard, 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:

RESOLUTION OF APPRECIATION FOR 125TH COMMITTEE: Mayor Black presented the following resolution to the members of the 125th Committee:

RESOLUTION OF APPRECIATION FOR 125TH COMMITTEE

WHEREAS, founded in 2016, the members of the 125th Committee are; Kevin Frederick, Freddy Leger, Chuck Moseley, Pam Pons, Gretchen Costner, Analia Sarver, Jim Rostan, Alex Garrison, Tamika Garrison, Sarah Owens, Madeleine Shull, Morrissa Angi, Seth Eckard, and Marilyn Norford; and

WHEREAS, the 125th Committee met consistently since January 2016, holding more than 30 brainstorming sessions; and

WHEREAS, the 125th Committee planned and coordinated over ten special anniversary events; and

WHEREAS, Valdese kicked off the celebratory year with the 2017 Christmas Parade, honoring the town's heritage by marching with the Valdese Flag; and

WHEREAS, the members of the 125th Committee graciously volunteered their time to provide invaluable insights, perspectives, and guidance in featuring the 125th Anniversary year with art, music, festivals and socials for all to enjoy; and

WHEREAS, Valdese ended the celebratory year with the 2018 Christmas Parade by proudly leading the direct descendants of the original Waldensian settlers.

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 recognizes the 125th Committee for their service to our community. We honor the members of the 125th Committee for their dedication to serving others and for the contributions made to this community.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the Town of Valdese to be affixed this 7th day of January, 2019.

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

RESOLUTION OF APPRECIATION FOR ELIZABETH FURR: Mayor Black presented the following resolution to Elizabeth Furr:

RESOLUTION OF APPRECIATION FOR ELIZABETH FURR

WHEREAS, Elizabeth Furr began her career with the Rock School Arts Foundation in 2004 as the Foundation's first Executive Director; and

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WHEREAS, Elizabeth Furr's dedication to raise appreciation of visual and performing arts has provided countless works of art for the enrichment of the community; and

WHEREAS, Elizabeth Furr has given generously of her time through her service to bring art to the people of Valdese and surrounding area through artist and student art exhibitions; and

WHEREAS, Elizabeth Furr encourages individuals to develop and share their artistic abilities through classes, workshops, and camps; and

WHEREAS, Elizabeth Furr has been instrumental in the Rock School Arts Foundation sponsoring yearly performances by Opera Carolina Express for elementary school children; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Valdese, North Carolina, hereby expresses its sincere appreciation and gratitude to Elizabeth Furr for her leadership and guidance with the Rock School Arts Foundation during the past 15 years as its Executive Director and extends congratulations and best wishes as she begins a new chapter in her life called, "Retirement."

IN WITNESS WHEREOF, I do hereby set my hand, and cause the Seal of the Town of Valdese to be affixed, this the 7th day of January, 2019.

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

RESOLUTION OF APPRECIATION FOR RENEE GRAVEL: Mayor Black presented the following resolution to Renee Gravel:

RESOLUTION OF APPRECIATION FOR MARGARET "RENEE" GRAVEL

WHEREAS, Renee Gravel has been a public servant for over 30 years, and for the past 25 years, has served the Town of Valdese with distinction as the Parks & Recreation Administrative Assistant; and

WHEREAS, these 25 years of service have been marked with outstanding dedication and devotion to the Town of Valdese as she has worked faithfully assisting the athletics supervisors with registrations, paperwork, scheduling concessions and gate workers; and

WHEREAS, Renee Gravel has served the Parks & Recreation Department and Director by supervising concession workers, maintaining concession supplies, recording purchase orders, inventories, and daily bank deposits; and

WHEREAS, Renee Gravel, has enthusiastically served many years as the cheerleading coordinator during our football seasons; and,

WHEREAS, Renee Gravel has been a stabilizing and cheerful presence in the front office, and has been a tremendous ambassador for recreation in the Town of Valdese.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Valdese, North Carolina, hereby expresses its sincere appreciation and gratitude to Renee Gravel for her guidance, leadership, and outstanding contributions to the Parks & Recreation Department staff and citizens of Valdese for the past 25 years as Administrative Assistant, and we extend congratulations and best wishes upon her retirement.

IN WITNESS WHEREOF, I do hereby set my hand, and cause the Seal of the Town of Valdese to be affixed, this the 7th day of January, 2019.

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

CONSENT AGENDA: (enacted by one motion)

APPROVED REGULAR MEETING MINUTES OF DECEMBER 3, 2018

APPROVED RESOLUTION ADOPTING AMENDED 2019 TOWN COUNCIL MEETING CALENDAR:

TOWN OF VALDESE

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RESOLUTION ADOPTING AMENDED 2019 TOWN COUNCIL MEETING SCHEDULE

WHEREAS, pursuant to Section 2-1011 of the Town of Valdese Code of Ordinances, there shall be a regular meeting of the council at the town hall, on the first Monday in each month, at 6:00 p.m., unless another place, date or time shall be designated.

NOW, THEREFORE, BE IT RESOLVED that the Town of Valdese Town Council adopts the following amended Meeting Schedule for the remainder of 2019:

January 7, 2019	
February 4, 2019	
March 4, 2019	
March 18, 2019	Annual Budget Retreat Old Rock School - Waldensian Room, 1:00 p.m. – 8:00 p.m.
April 1, 2019	
April 22, 2019 April 15, 2019	Council Budget Workshop Dinner Town Hall - Community Room, 6:00 p.m.
May 6, 2019	
June 3, 2019	
June 24, 2019	Budget Public Hearing; serves as the July Council Meeting
August 5, 2019	
September 3, 2019	Tuesday, due to Labor Day Holiday
October 7, 2019	
November 4, 2019	
November 14, 2019	Thursday, Annual Dinner Meeting with Valdese Merchants Association Old Rock School - Waldensian Room, 6:30 p.m.
December 2, 2019	

Amended this the 7th day of January, 2019.

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

APPROVED APPOINTMENT TO PUBLIC ART COMMISSION: Appointment of Leslie Rostan to serve a three-year-term on the Public Art Commission. The term will expire December 31, 2022.

APPROVED AMENDED FY 17-18 AUDIT CONTRACT WITH LOWDERMILK, CHURCH & CO., LLP: The only change to the amended contract was the change of due date to the Local Government Commission (LGC).

Councilman Ogle 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: None.

INTRODUCTION OF NEW EMPLOYEES: Police Chief Jack Moss introduced Police Officer John Ray. Parks and Recreation Director Doug Knight introduced Administrative Specialist Stephanie Haylock.

AMENDED RESOLUTION ACCEPTING FUNDS FOR ST GERMAIN WATER SYSTEM IMPROVEMENT PROJECT: Water Resources Director Greg Padgett informed Council that the St. Germain Water System Improvement Project bid was higher than expected. The Town requested additional funds from NC DEQ to

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cover the additional cost. Mr. Padgett shared that additional funds will be allocated to the Town upon Council approval of the following resolution:

RESOLUTION BY THE TOWN OF VALDESE

WHEREAS, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects, and

WHEREAS, the North Carolina Department of Environmental Quality has offered an amended DWSRF loan in the amount of **\$329,338** for the construction of the **Saint Germain Avenue Water System Improvement Project (DWI Project No. WIF-1924)**, and

WHEREAS, the Town of Valdese intends to construct said project in accordance with the approved plans and specifications,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF VALDESE,

That the Town of Valdese does hereby accept the amended State DWSRF loan offer of \$329,338.

That the Town of Valdese does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the loan offer, Section II - Assurances will be adhered to.

That Seth Eckard, Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such loan and grant offer for the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the loan and grant offer.

That the Town of Valdese has substantially complied or will substantially comply with all Federal, State and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 7th day of January, 2019 at Valdese, North Carolina.

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

Councilwoman Hildebran made a motion to approve the aforementioned resolution, seconded by Councilman Sweezy. The vote was unanimous.

CAPITAL PROJECT BUDGET ORDINANCE FOR MAIN STREET WATER LINE REPLACEMENT PROJECT: Water Resources Director Greg Padgett presented the following capital project ordinance:

TOWN OF VALDESE MAIN STREET WATER LINE REPLACEMENT PROJECT CAPITAL PROJECT BUDGET ORDINANCE DWI PROJECT NO.: WIF1955

Be it ordained by the Town Council of the Town of Valdese that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted.

Section 1. The project authorized is the **Main Street Water Line Replacement Project (WIF1955)** consisting of replacing approximately 6,800 LF of 6" and 8", 40+ year old cast iron water lines that extend from the east side of town to the west side of town along Main Street (US HWY 70). Project proposes new service connections, service lines and re-connection to all existing water meters, new fire hydrants, new valves, pavement replacement, and related appurtenances. The project is to be financed by a Drinking Water State Revolving Fund (DWSRF) loan and Town of Valdese contributions.

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Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the program ordinance and the budget contained herein.

Section 3. The following revenues are anticipated to be available to contribute to this project:

Source	Amount	Assigned Account Number
Valdese Utility Fund	\$ 55,659	59.3970.000
DWSRF Principal Loan Forgiveness	1,000,000	59.3480.001
DWSRF Loan (0% interest loan)	1,782,950	59.3480.002

	\$ 2,838,609	
	=====	

Section 4. The following amounts are appropriated for the project:

Source	Amount	Assigned Account Number
Construction	\$ 2,397,070	59.8120.760
Engineering Design	184,000	59.8120.040
Construction Admin	143,000	59.8120.043
Loan Admin	28,000	59.8120.041
ER/EID Prep	30,000	59.8120.045
NCDEQ Loan Admin Fee	55,659	59.8120.042

	\$ 2,838,609	
	=====	

Section 5. The finance officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to town council required by the program procedures, loan agreement(s), grant agreement(s) and state regulations.

Section 6. Funds may be advanced from the Utility Fund for the purpose of making payments as due.

Section 7. The finance officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. The budget officer is directed to include a detailed analysis of the past and future cost and revenues on this project in every budget submission made to this board.

Section 9: Copies of this project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted this 7th day of January, 2019.

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

/s/ Courtney Kennedy, Deputy Town Clerk

Councilman Ogle made a motion to approve the aforementioned project ordinance, seconded by Councilwoman Stevenson. The vote was unanimous.

CAPITAL PROJECT BUDGET ORDINANCE FOR WATER TREATMENT PLANT DISINFECTION CONVERSION PROJECT: Water Resources Director Greg Padgett presented the following capital project ordinance:

TOWN OF VALDESE
WATER TREATMENT PLANT DISINFECTION CONVERSION PROJECT
CAPITAL PROJECT BUDGET ORDINANCE
DWI PROJECT NO.: H-SRP-D-18-0163

Be it ordained by the Town Council of the Town of Valdese that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted.

Section 1. The project authorized is the **Water Treatment Plant Disinfection Conversion Project**

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(H-SRP-D-18-0163) consisting of replacing of aged disinfection treatment system at the Valdese Water Treatment Plant with a new system consisting of bulk storage chlorine bleach tanks, day storage tanks, transfer pumps, chemical pumps and related appurtenances. The project is to be financed by a State Reserve Project Grant and a State Reserve Loan and Town of Valdese contributions.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the program ordinance and the budget contained herein.

Section 3. The following revenues are anticipated to be available to contribute to this project:

Source	Amount	Assigned Account Number
Valdese Utility Fund	\$ 12,343	58.3970.000
SRP Grant	164,575	58.3480.002
State Reserve Loan (% interest)	493,575	58.3480.001

	\$ 670,643	
	=====	

Section 4. The following amounts are appropriated for the project:

Source	Amount	Assigned Account Number
Construction	\$ 536,900	58.8100.760
Engineering Design	47,300	58.8100.040
Construction Admin	40,100	58.8100.043
Loan Admin	16,000	58.8100.041
ER/EID Prep	18,000	58.8100.045
NCDEQ Loan Admin Fee	12,343	58.8100.042

	\$ 670,643	
	=====	

Section 5. The finance officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to town council required by the program procedures, loan agreement(s), grant agreement(s) and state regulations.

Section 6. Funds may be advanced from the Utility Fund for the purpose of making payments as due.

Section 7. The finance officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. The budget officer is directed to include a detailed analysis of the past and future cost and revenues on this project in every budget submission made to this board.

Section 9: Copies of this project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted this 7th day of January, 2019.

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

/s/ Courtney Kennedy, Deputy Town Clerk

Councilman Ogle made a motion to approve the aforementioned project ordinance, seconded by Councilman Thompson. The vote was unanimous.

CAPITAL PROJECT BUDGET ORDINANCES FOR ST. GERMAIN WATER SYSTEM IMPROVEMENT PROJECT: Water Resources Director Greg Padgett presented the following capital project ordinance:

TOWN OF VALDESE
ST. GERMAIN AVE. WATER SYSTEM IMPROVEMENTS PROJECT (WIF 1924)
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the Town Council of the Town of Valdese that pursuant to Section 13.2 of Chapter 159

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of the General Statutes of North Carolina, the following project ordinance is hereby adopted.

Section 1. The project authorized is the **St. Germain Ave. Water System Improvements (WIF 1924)** consisting of replacing approximately 1,350 feet of 6-inch cast iron water main and 475 feet of 2-inch galvanized pipe, including valves, valve boxes and other appurtenances along St. Germain Avenue and Rodoret Street. The project is to be financed by a loan and by Town of Valdese contributions.

Section 2. The officers of the Town are hereby directed to proceed with the capital project within the terms of the project ordinance and the budget contained herein.

Section 3. The following revenues are anticipated to be available to contribute to this project:

Source	Amount	Assigned Account Number
Valdese Utility Fund	\$39,818	57-3970-000
DWSRF Principal Forgiveness Loan	156,828	57-2480-001
DWSRF Loan (zero interest loan)	172,511	57-3480-002
Total	\$369,156	

Section 4. The following amounts are appropriated for the project:

Source	Amount	Assigned Account Number
Design	\$ 23,500	57-8120-040
Land Surveying	5,000	57-8120-046
Loan Administration	5,000	57-8120-041
ER/EID Preparation	6,000	57-8120-045
Construction Administration	6,700	57-8120-043
Construction Observation	6,000	57-8120-044
Construction	295,589	57-8120-760
Contingencies	14,780	57-8120-761
NCDEQ Loan Administration Fee	6,587	57-8120-042
Total	\$369,156	

Section 5. The finance officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to Town Council required by the program procedures, loan agreement and state regulations.

Section 6. Funds may be advanced from the Utility Fund for the purpose of making payments as due.

Section 7. The finance officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. The budget officer is directed to include a detailed analysis of the past and future cost and revenues on this project in every budget submission made to this board.

Section 9: Copies of this project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted this 7th day of January, 2019.

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

/s/ Courtney Kennedy, Deputy Town Clerk

Councilwoman Hildebran made a motion to approve the aforementioned project ordinance, seconded by Councilwoman Stevenson. The vote was unanimous.

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REQUEST TO PURCHASE VEHICLE FOR PUBLIC WORKS: Public Works Director Bryan Duckworth requested approval to purchase a used dump truck, not to exceed \$25,000.00, for the purpose of streamlining rough trash and white good services. Mr. Duckworth informed Council that the use of a dump truck will allow goods to be transported directly to the landfill which will create efficiencies because the items will no longer need to be placed in staging areas. Currently, a small pick-up truck is used to pick up items from citizens. The items are staged and weekly or bi-weekly, the items are picked up with the brush truck and hauled to the landfill. Mr. Duckworth believes that approximately 8-10 trips are made to the landfill each week; a dump truck could cut that number in half. Mr. Duckworth informed Council that the brush truck or other larger pieces of equipment that are currently in the Public Works fleet cannot be used to pick up items from citizens as a CDL is required to operate these vehicles. The duties for rough trash and white goods services are the responsibility of the maintenance worker position, which does not require a CDL. Mr. Duckworth shared that if an employee is required to obtain a CDL to perform their duties, they will be classified in a higher grade as an equipment operator.

After discussion, Councilman Sweezy made a motion to authorize the purchase of a used dump truck, not to exceed \$25,000.00, seconded by Councilwoman Stevenson. The motion did not pass, with voting as follows: Ayes-Stevenson and Sweezy; Nays-Ogle, Hildebran, and Thompson.

REQUEST TO PURCHASE SNOW REMOVAL EQUIPMENT FOR PUBLIC WORKS: Public Works Director Bryan Duckworth requested approval to purchase snow removal equipment for vehicle 813-202. Mr. Duckworth informed Council that the equipment will be purchased and installed by B and H Sales for a total cost of \$5,725.00. Mr. Duckworth shared that this addition will bring the snow removal fleet total to five vehicles and will allow Public Works to provide faster and more efficient snow removal in the town.

After discussion, Councilman Sweezy made a motion to authorize the purchase of snow removal equipment from B and H Sales, in the amount of \$5,725.00, seconded by Councilwoman Hildebran. The motion passed, with voting as follows: Ayes-Hildebran, Stevenson, Thompson and Sweezy; Nays-Ogle.

REQUEST TO PURCHASE VEHICLE FOR TOWN HALL: Public Works Director Bryan Duckworth requested approval to purchase a Ford Explorer for Town Hall. Mr. Duckworth informed Council that the vehicle will be purchased through state contract from Asheville Ford, at a cost not to exceed \$32,134.22. Finance Director Bo Weichel informed Council that the vehicle will be used for daily commuting to the bank and post office, in addition to numerous training opportunities locally and in Chapel Hill. Mr. Weichel informed Council that the sale of surplus vehicles and reconciliation of accounts has identified enough funds to pay for this vehicle.

Town Manager Seth Eckard informed Council that he and staff drove the vehicle that is currently assigned to Town Hall. Mr. Eckard shared that the vehicle does not perform well on the interstate as the steering wheel starts to shake once the vehicle reaches approximately 50 mph. Mr. Eckard shared that the vehicle is 17 years old but works well for daily trips around town; however, he is concerned about major repairs that may be needed soon. Mr. Eckard shared that the purchase of a new vehicle is a preemptive move to make sure staff always has safe transportation.

After discussion, Councilman Sweezy made a motion to authorize the purchase of a Ford Explorer, at a cost not to exceed \$32,134.22. The motion died for the lack of a second, in accordance with Council's Rule of Procedures.

BUDGET AMENDMENTS: Finance Director Bo Weichel presented Budget Amendment #17 (Budget Amendment #18 was not presented as the purchase of a vehicle for town hall was not approved).

Valdese Town Council Meeting

1/7/2019

Budget Amendment #

17

Subject:

Recognize sales tax revenues

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

January 7, 2019, MB#31

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.4200.570	Miscellaneous	8,979	
Total		\$8,979	

This will result in a net increase of \$8979 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
10.3670.000	Sales Tax Refund		8,979
Total			\$8,979

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

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

MANAGER'S REPORT: Town Manager Seth Eckard made the following announcements:

The Town has been awarded \$350,600 in Community Development Block Grant (CDBG) money for the Neighborhood Revitalization Program. This Program will assist low-income and elderly homeowners in Valdese who have extensive structural repair items that require attention. A total of 12 homes have been identified to receive funding.

Movies at the Rock, "Chronicles of Narnia" scheduled on Friday, January 11, 2019 at 7:00 p.m.

Concerts at the Rock, An Evening with Jimmy Fortune & Nu Blu, scheduled on Friday, January 18, 2019 at 7:30 p.m.

Town Offices will be closed on Monday, January 21, 2019 in Observance of Martin Luther King Day.

A special called meeting of the Council will be held on Thursday, January 31, 2019 for a workshop on the Fire and Police Department Building. The meeting will begin at 6:00 p.m. at the Old Rock School Waldensian Room. Council and staff will meet at 5:30 p.m. at the Fire Station to tour the facility with the engineer.

MAYOR AND COUNCIL COMMENTS: Councilman Ogle announced that the next neighborhood watch meeting for Dixie Avenue and the surrounding area is scheduled for Thursday, January 17, 2019 at 7:00 p.m. in the Community Room at Town Hall.

January 7, 2019, MB#31

Councilwoman Hildebran provided the following update on the Library Project: the fence and job site sign have been installed and grading should begin next week. Ms. Hildebran shared that masonry foundation work should begin the week of January 21st, weather permitting.

Councilwoman Stevenson shared that she received many compliments on the Town's snow removal during the recent storm.

Councilman Sweezy shared that the New Year's Day Run was held at Valdese Lakeside Park on January 1, 2019. The event had a lot of participation from local citizens and visitors from Charlotte and Asheville.

Mayor Black informed Council that he has received questions regarding trees that are being removed on Carolina Street, near the interstate. Planning Director Larry Johnson shared that there is a major gas line in that area and believes that this may be the result of the gas company performing periodic clearing.

ADJOURNMENT: At 7:02 p.m., there being no further business to come before Council, Councilwoman Hildebran made a motion to adjourn, seconded by Councilman Ogle. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Monday, February 4, 2019, 6:00 p.m., Valdese Town Hall.

Town Clerk

Mayor

ck



TOWN OF VALDESE

NORTH CAROLINA'S FRIENDLY TOWN

P.O. BOX 339

VALDESE, NORTH CAROLINA 28690-0339

PHONE (828) 879-2124

FAX (828) 879-2139

OFFICE OF THE PLANNING DIRECTOR

Memorandum

To: Chip Black, Mayor
Town Council Members

From: Larry Johnson, Planning Director
Hunter Nestor, Technical Assistance Planner

Date: January 25th, 2019

Subject: Set Public Hearing Date for Zoning Text Amendments

The Town of Valdese Planning Board and staff have been working on amendments to the zoning ordinance that addresses Accessory Structures, the Downtown Business Corridor District, permitted uses in the Central Business District, Sail Signage and Ground Signs. Any change in the zoning ordinance requires a public hearing by Town Council. Staff respectfully request that Council set March 4th, 2019 as the date to hold a public hearing on these zoning text amendments. Staff will present the recommendation of the Valdese Planning Board at the public hearing.

If you have any comments or questions, please contact me.

Valdese Town Council Meeting

2/4/2019

Budget Amendment #

19

Subject:

Purchase order/encumbrance software

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account Description		Increase/ Debit	Decrease/ Credit
10.4200.490	Information Technology	4,714	
Total		\$4,714	

This will result in a net increase of \$4714 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account Description		Decrease/ Debit	Increase/ Credit
10.3990.000	Fund Balance Appropriated		4,714
Total			\$4,714

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Valdese Town Council Meeting

2/4/2019

Budget Amendment #

20

Subject:

Kellex sinkhole stablization of sewer line
 Camera sewler line Hospital Outfall; Replace electrical pole Curville sewer meter flune

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
30.8120.150	Maint & Repairs	22,632	
Total		\$22,632	

This will result in a net increase of \$22632 in the expenditures of the Utility Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
30.3990.000	Fund Balance Appropriated		22,632
Total			\$22,632

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Valdese Town Council Meeting

2/4/2019

Budget Amendment #

21

Subject:

Train Art donations

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.6250.928	Public Art	24,294	
Total		\$24,294	

This will result in a net increase of \$24,294 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
10.3350.030	Other Donations		24,294
Total			\$24,294

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Valdese Town Council Meeting

2/4/2019

Budget Amendment #

22

Subject:

Engineering & Architect fees for Fire/Police Building
(anticipated costs for workshops, studies, reports, etc.)

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.5300.040	Professional Services	40,000	
Total		\$40,000	

This will result in a net increase of \$40000 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
10.3990.000	Fund Balance Appropriated		40,000
Total			\$40,000

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Valdese Town Council Meeting

2/4/2019

Budget Amendment #

23

Subject:

Other Post Employment Benefits (OPEB) actuarial study
(required annually for Town's audit)

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.4200.040	Professional Services	4,503	
Total		\$4,503	

This will result in a net increase of \$4503 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
10.3990.000	Fund Balance Appropriated		4,503
Total			\$4,503

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Valdese Town Council Meeting

2/4/2019

Budget Amendment #

24

Subject:

Meridian incentive grant agreement dated January 4, 2016

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
30.8100.935	Economic Grant - Meridian	137,514	
Total		\$137,514	

This will result in a net increase of \$137,514 in the expenditures of the Utility Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
30.3990.000	Fund Balance Appropriated		137,514
Total			\$137,514

Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Town of Valdese New Hires

[illegible]

COUNCIL AGENDA MEMO

To: Town Clerk
From: Bo D. Weichel / Finance Director
Date: 1/24/2019
Agenda: 2/04/2019

REQUEST

Approve the inter-agreement with Burke County for tax billing and collections effective July 1, 2019

BACKGROUND

Currently the Town handles property taxes separately from the County. A rapidly growing trend that we are seeing in the Finance world is an inter-local agreement to have the County handle billing and collection of taxes. We can see this locally as currently ALL Catawba County municipalities have property taxes billed and collected at the County level.

In Burke County, we have:

- Glen Alpine Since 2003
- Rhodhiss Since 2006
- Long View Since 2014
- Connelly Springs Since 2014
- Hildebran Since 2018

More specifically town's our size such as Maiden are taking advantage of the General Statute that allows for this type of agreement.

ANALYSIS

The county consistently maintains a 2% or better collection rate than Valdese. After meeting with the county we were able to get their collection fee to 1.5% guaranteed for five years – although they have never gone up on this fee since they started doing these type of agreements over a decade ago. This is a very good rate compared to other Counties.

The agreement with the County would begin billing and collection of property taxes both delinquent and future on July 1, 2019. Any current tax foreclosures in process would stay with the Town. Along with this agreement, staff also proposes to end the early payment discount. The original intent of this method was for cash flow purposes. If Council determines that the discount should stay in place, another option would be to lower both months to 1% (currently July=2% & August =1%). The following analysis reflects no discount offered:

Return on Investment Summary	
Printing & Mailing	\$ 1,900
Tax Software License	2,058
Tax Software Support	500
Tax Software Maintenance	550
Collection Rate (county 2.34% higher)	44,000
Tax Early Pay Discount (2% July & 1% August)	39,000
Tax Collection Fee 1.5% (based on \$1.9m)	(28,500)
Additional Revenues	\$ 59,508

RECOMMENDATION

Staff respectfully recommends that Council approve the inter-local agreement with Burke County and remove the early payment discount.

BUDGET ANALYSIS:

Budgetary Action

Is a Budget Amendment required?

Yes

☐

No

☒

LIST THE EXPENDITURE CODE:

STATE OF NORTH CAROLINA

AGREEMENT

BURKE COUNTY

THIS AGREEMENT, made and entered into this the ____ day of _____ 2019, by and between the County of Burke, (hereinafter referred to as "the County") a political subdivision of the state of North Carolina, and the Town of Valdese, (hereinafter referred to as "the Town"), a municipal corporation under the laws of the State of North Carolina.

WITNESSETH:

THAT WHEREAS, the Town desires for Burke County, by and through its duly appointed Tax Administrator, to list and assess municipal properties, both personal and real, for the purpose of levying taxes; and

WHEREAS, the Town desires for Burke County, by and through its duly appointed Tax Administrator, to bill and collect current and delinquent municipal taxes by methods set forth in Chapter 105 of the North Carolina General Statutes (hereinafter, "Chapter 105"); and

WHEREAS, the Town by action of the Town Council dated the ____ day of _____ 2019, requested Burke County to list, assess, bill, and collect current and delinquent ad valorem municipal property taxes; and

WHEREAS, Burke County, by action of the Board of Commissioners, has agreed to list, assess, bill, and collect current and delinquent municipal taxes; and

WHEREAS, the County and the Town have reached an agreement concerning the listing, assessment, billing, and collection of the Town ad valorem property taxes by the County and desires to reduce this agreement to writing;

NOW, THEREFORE, in consideration of the payment hereafter mentioned, the mutual promises herein contained and the mutual benefits to result there from, the County and the Town agree as follows:

Pursuant to the provisions of Article 20 of Chapter 160A of the General Statutes of North Carolina, and N.C.G.S. 153A-445 (a) (1), the County and the Town agree:

1. The term of this contract shall be from July 1, 2019, until June 30, 2024, and shall be renewed automatically thereafter for five-year periods unless terminated in writing by either party on or before the 31st day of July of the year prior to the termination.
2. The Town agrees to pay to the County for its services in billing and collecting, a fee of 1.5 percent of all current and delinquent taxes, assessments, penalties, and interest collected for the Town. The County agrees to review this fee not more than once every five years and to notify the Town of any increases by July 31 prior to the next July 1 effective date.

3. Said fees described in Paragraph Number 2 shall be retained by Burke County each month as the 1.5 percent of each month's receipts collected on behalf of the Town.
4. In the event parcels are annexed or split by an annexation, the Town shall provide a complete listing of such parcels complete with maps. This information shall indicate the name of the owner, the parcel number, the amount of property within the Town limits and be recorded at the Register of Deeds as required by statute.
5. The Town agrees that when annexation of property is made after the beginning of the fiscal year and resulting in a discovery of Town taxes outside the normal billing cycle, the Town will provide completed discovery abstracts for such properties to the County for billing. The Town also agrees that discoveries for current and prior years made as a result of failure to properly code Town properties will be handled in the same manner, with the Town providing completed discovery abstracts for each year. The Town further agrees to reimburse the County for postage and staff costs associated with unanticipated multiple discoveries due to annexation or coding.
6. The Burke County Tax Administrator shall have complete responsibilities for the collection of ad valorem property taxes for the Town, both current and delinquent. The County Tax Administrator shall exercise the general duties on behalf of the Town as set forth in Chapter 105-350 (General Duties of Tax Collector) and further have the right to use all remedies as set forth in Article 26 of Chapter 105.
7. When real property is sold at foreclosure sale for the collection of ad valorem taxes, the County agrees to use reasonable efforts to assure that the opening bid is sufficient to pay both the County and Town ad valorem property taxes including penalties, interest and such cost as accrued prior to the institution of the foreclosure action. In the event the property is sold for an amount not sufficient to satisfy both the County and the Town taxes, including penalties, interest and cost, the money shall be distributed as follows:

Burke County shall first be reimbursed for accrual expenses and disbursements made by it in connection with the foreclosure action, including the cost of advertising, legal fees and other necessary legal expenses, and any balance remaining after the payment of these expenses shall be distributed to the County and Town in proportion to their respective interests.

In the event that the County shall become the purchaser at foreclosure sale, the property shall be held and disposed of pursuant to Chapter 105-376 (a) & (b).

8. The Town agrees that the Burke County Tax Administrator shall be authorized to use all lawful means to collect the ad valorem property taxes on behalf of the Town. The Town agrees to extend full cooperation from its officials, agents and employees in the collection of these taxes and further agrees to take no action on behalf of any Town taxpayer that is influenced by personal or political friendships or obligations.

The County agrees that in collecting ad valorem taxes for the Town that, pursuant to Chapter 105-354, these taxes shall be treated in the same manner as taxes of Burke County. The Tax Collector agrees as to these taxes to follow all procedures set forth in Article 26 (Collection and Foreclosure of Taxes), for the delivery of receipts, releases, and prepayment. Therefore, the County agrees to pay the Town every 30 days

at the close of the month's books, the amount collected less the County's fee. The County agrees to provide a monthly summary of all transactions and also a status report showing all outstanding accounts as requested by the Town.

9. In the event the taxpayer asserts taxpayer's remedies pursuant to Chapter 105-381, including a demand for release or a request for a refund, the County will handle those as follows: releases and or refunds of Town taxes for reasons of value changes will be handled in the same manner as the release of County taxes. Release records will be available for inspection by the Town as requested. Releases and/or refunds requested by reason of situs within the Town will be referred to the Town for confirmation and then released by the County. Any refund requested for taxes of years prior to this agreement will be referred to the Town for decision by the governing body and issued by the Town. The County and the Town agree to handle all refunds, releases, and compromises under the provisions of Article 27 (Refund and Remedies) of Chapter 105, and agrees not to release, refund, or compromise all or any taxes except as provided in Article 27.
10. The parties agree that the collection shall be subject to an audit by a certified public accountant to be selected by Burke County.
11. The County agrees to print and mail delinquent notices each year on or before July 1.
12. The parties agree that there shall be at least one advertisement of tax liens on real property for failure to pay taxes pursuant to Chapter 105-369. The time of the advertisement shall be selected by the County.
13. The parties agree that all fiscal month closings shall be on the last day of each month, with the exception of when the last day falls on a weekend. When the last day falls on a weekend, the fiscal month shall close on the preceding day prior to the weekend except that June 30 shall be the closing for both the fiscal year and the fiscal month, and December 31 which shall be the close of the fiscal month and the calendar year.
14. The Town agrees to provide the County with a tax rate, in writing, for the new fiscal year by June 30 annually.
15. The parties agree that there shall be one tax bill for County bills and Town bills. The bill shall indicate a separate total for the County and a separate total for the Town, and in addition, shall state a grand total of the County and Town ad valorem taxes.
16. In the event a taxpayer makes a partial payment, the County Tax Collector shall divide the payment proportionally between the County ad valorem taxes due and the Town ad valorem taxes due, except when the taxpayer directs that the money be applied on another basis.
17. The Town agrees to encourage all taxpayers to make payment of both the Town and County ad valorem taxes to the Burke County Tax Collector.
18. This Agreement shall be effective upon its adoption by a majority vote of the members of the governing board of the County and Town and its execution by the proper officials of each unit of government, and minutes of each unit of government shall be spread upon the minutes of the County and the Town.

19. The Town agrees to take such action as may be required by North Carolina General Statutes to give the Burke County Tax Administrator, his assistants and clerks the authority to administer the collection of Town ad valorem taxes and to carry out the provisions of this Agreement.
20. The Town agrees to pay the County the actual cost of transitioning any current or delinquent accounts from the Town's records to the County's tax system. The Town will be responsible for completing any foreclosure actions begun prior to remitting delinquent files to the County. All other delinquent files not in foreclosure will be remitted to the County for collections.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed, in their respective names, by their proper officials, all by authority of a resolution of the governing bodies of each of the taxing units, duly adopted.

BURKE COUNTY

BY: _____
Johnnie Carswell, Chairman
Burke County Board of Commissioners

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

TOWN OF VALDESE

BY: _____
John F. Black, Mayor
Town of Valdese

Attest:

Frances Hildebran,
Valdese Town Clerk

COUNCIL AGENDA MEMO

To: Town Clerk
From: Bo D. Weichel / Finance Director
Date: 1/24/2019
Agenda: 2/04/2019

REQUEST

Approve the resolution designating Wells Fargo Bank NA an official depository.

BACKGROUND

Currently the Town uses BB&T for banking services. This is no longer advantageous to the Town since BB&T left their Valdese location.

ANALYSIS

The Town desires to bank with a local institution. There are two local banks approved by the Local Government Commission for the Town to use as an official depository. Both of these banks (First Citizens and Wells Fargo) were given the opportunity to provide proposals for services including depository accounts, electronic payments, treasury management, and merchant processing.

After analyzing the banking services between both banks and our current bank, Wells Fargo proposed the lowest rates for the Town. In addition, their online treasury management platform is more robust than the other options. Wells Fargo has a dedicated and experienced local government sector that will also be helpful for the Town.

The Town will continue to bank with BB&T for three to four months during a transition period to Wells Fargo.

RECOMMENDATION

Staff respectfully recommends that Council approve the resolution designating Wells Fargo Bank NA an official depository and other banking related services.

BUDGET ANALYSIS:***Budgetary Action***

Is a Budget Amendment required?

Yes

☐

No

☒
LIST THE EXPENDITURE CODE:

TOWN of VALDESE

RESOLUTION

Designating Wells Fargo Bank, NA an Official Depository

WHEREAS, G.S. 159-31(a) states that the governing board shall designate as its official depositories one or more banks or other financial institutions as authorized by that statute; and

WHEREAS, it is the desire of the Town Council that all public funds of the Town of Valdese, North Carolina (hereafter the "Town") be deposited in a secure, efficient and effective manner;

WHEREAS, BB&T was designated as an official depository for the town, and the town council desires to annul BB&T's selection as an official depository for town funds; and

WHEREAS, it is the responsibility of the Finance Director, who is appointed by and serves at the pleasure of the Town Manager, to supervise the receipt, custody and disbursement of the public funds of the Town;

WHEREAS, the Finance Director has evaluated proposals for Banking Services and has reviewed the financial soundness of the proposing financial institutions; and

WHEREAS, Wells Fargo Bank NA is qualified to be an official depository for the Town pursuant to G.S. 159-31 and has selected to secure its uninsured public deposits under the "Pooling Method", which is a collateral pool under which each public depositor's uninsured deposits are secured with securities held by the State Treasurer's agent in the name of the State Treasurer; and

WHEREAS, Wells Fargo Bank NA will also serve the Town for merchant processing and electronic payment services.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Town of Valdese, North Carolina that:

Section 1. Wells Fargo Bank NA (hereafter the "Official Depository") is hereby designated as the official depository, merchant processor, and payment services of the Town. The Finance Director of the Town shall be and is hereby authorized and directed to deposit funds of the Town in the Official Depository in the name and to the credit of the Town of Valdese, North Carolina.

Section 2. As required by G.S. 159-25(b), all checks, drafts, or orders of the Town drawn against said funds shall be authorized and signed as appropriate by the following (hereinafter the "Authorized Signers"):

- a. One of the following officers: Finance Officer, Town Manager
and countersigned by

- b. One of the following officers: Mayor, Mayor Pro Tempore, Treasurer

The names and signatures of the Authorized Signers shall be duly certified by the Clerk to the Town Council to the Official Depository as from time to time may be necessary and no check, draft, or order drawn against the Official Depository shall be valid unless so signed or authorized.

Section 3. Upon opening an account with the Official Depository, the Finance Officer must:

- a. Give written instructions that the proceeds from all checks payable to the order of the Town shall be deposited to the credit of the Town of Valdese, North Carolina and that under no circumstance may such an item be converted into cash.
- b. Verify the method currently used by the depository to collateralize the public deposits and stay informed of any change in methods as the result of conversions to a different method or as the result of merger of depositories;
- c. Execute such other forms and documentation with provisions consistent with this resolution as may be reasonably required by the Official Depository to establish the account;
- d. Report the amount of deposits and investments and such other information as may be required on the semi-annual reports on form LGC 203 required to be filed with the Local Government Commission pursuant to G.S. 159-33; and
- e. Comply with other requirements of law, regulation or sound banking practice and with any requirements described in the State Treasurer's publication, The Collateralization of Public Deposits in North Carolina.

Section 4. Certified copies of this resolution shall be provided to the Official Depository herein designated.

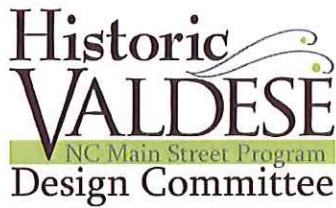
THE FOREGOING RESOLUTION IS ADOPTED THIS 4th DAY OF FEBRUARY, 2019.

John F. Black, Jr., Mayor

ATTEST:

Town Clerk

(corporate seal)



Valdese Town Council –

The Valdese Main Street Program Design Committee met and discussed the Façade Grant request from Farris Insurance. Since funding for signage alone is clearly stated as a low priority in the Façade Grant Application, the committee recommends that Valdese Town Council approve \$500 only for this project.

EXAMPLES OF IMPROVEMENTS:

Improvements may include, but are not limited to the following:

- Removal of false fronts, metal canopies, and additions that detract from a building's historical and architectural character.
- Safe cleaning of brick storefronts; chemical stripping, scraping, and water wash. Power washing is not recommended. **Sandblasting is not permitted** under any circumstances and if done will result in disqualifying the application. (Method of cleaning must be pre-approved.)
- Exterior painting / repainting. No initial painting of unpainted masonry is covered. If brick has been previously painted, paint can be covered.
- Historic reconstruction: storefront, door, or window repair or replacement, masonry repainting, etc.
- Approved awning installation. (Awnings with business name will not be approved. Design Committee recommends street address only on the awning).
- Structural repairs - except roof.
- ★ Approved sign and/or exterior lighting installation. Simple sign changes are eligible but by themselves will be given low priority.
- Landscaping installation and maintenance are eligible but by themselves will be given low priority.
- Address information - numerals, building name (low priority if submitted by themselves)

Discussion was held at the January meeting and the committee is expecting another application in the very near future and would like to make sure there are adequate funds available for this project during the current budget year.

Thank you for your consideration with this recommendation.

Morrissa Angi

Valdese Main Street Director on behalf of the Valdese Main Street Design Committee



North Carolina
Main Street

Historic VALDESE

north carolina

Main Street Façade Improvement Program Application

This program is financed by the Town of Valdese and administered by the Small Town Main Street Design Committee. Each grant application will be evaluated by the committee for eligibility and merit according to the procedures set forth in the program guidelines. Grant awards are distributed after work on the project is completed, reviewed, and paid project bills submitted.

Applicant's Name: Farris Insurance Agency Inc.

Mailing Address: (Street or P.O. Box) PO Box 909

City: Valdese State: NC Zip: 28690

Telephone: Day: 828-874-3250 Evening: 828-430-0448 Email: rwfarris@farrisins.com

I am the ☒ Business Owner and/or ☒ Property Owner.

Applicant's Signature: [Signature] Date: 11-27-18

If the applicant is NOT the owner of the property, the section below must be completed and the application must be signed and dated by the owner to verify the owner's approval of the application and proposed work.

Owner's Name: _____

Mailing Address: (Street or P. O. Box) _____

City: _____ State: _____ Zip: _____

Telephone: Day: _____ Evening: _____ Email: _____

As Property Owner, I approve of this application which is submitted by my tenant.

Owner's Signature: _____ Date: _____

Project Description:

Installation of 2 Lighted LED Signs on Building @ 225 Main St E. by Action Sign Co.
One Sign on Main Street - One Sign on Carolina Street

Property Address: 225 Main Street E Estimated Project Cost \$: 9995.00 Estimated Project
Completion Date: Pending Grant Request Amount \$: 5000.00

Attachments:

- Deed to property - Pending Sale / Purchase of the Property
- Lease to property, if applicable. If not applicable, initial here: _____
- Color photograph of the existing condition of the building or project area.

(Be sure to include enough detail of the proposed work area to enable the Design Committee to evaluate your application.)

- Sketch or other depiction of the proposed work to be done.
- Project plans and specifications (if applicable).
- Company or person to perform work proposed. Attach required bids.

I have attached the items requested above. I understand the requirements of this grant (including eligible and ineligible activities) and the process for review of my application. I understand that the façade improvement grant must be used for the project described in this application and that all work must be completed before any grant proceeds are disbursed. I understand that the grant must be approved prior to commencement of work. I understand that any improvements made through the grant may not be removed for a minimum of five years without the permission of the Design Committee.

Applicant Signature:  Date: 11-27-18

Approved as submitted:

1. Planning Department  Date: 11/26/19

- Approved with modifications or conditions (attached): _____
- Rejected (Reasons for rejection attached): _____

2. Fire Marshall Charles Waters Date: 1-13-2019

- Approved with modifications or conditions (attached): _____
- Rejected (Reasons for rejection attached): _____

3. Design Committee CARLA BERRY - DESIGN COMMITTEE Date: 1/9/2019

- Approved with modifications or conditions (attached): SIGNAGE ONLY PROJECT
- Rejected (Reasons for rejection attached): _____
- Dollar amount approved for Reimbursement \$500

4. Town Council/Town Manager _____ Date: _____

- Approved with modifications or conditions (attached): _____
- Rejected (Reasons for rejection attached): _____
- Dollar amount approved for Reimbursement _____

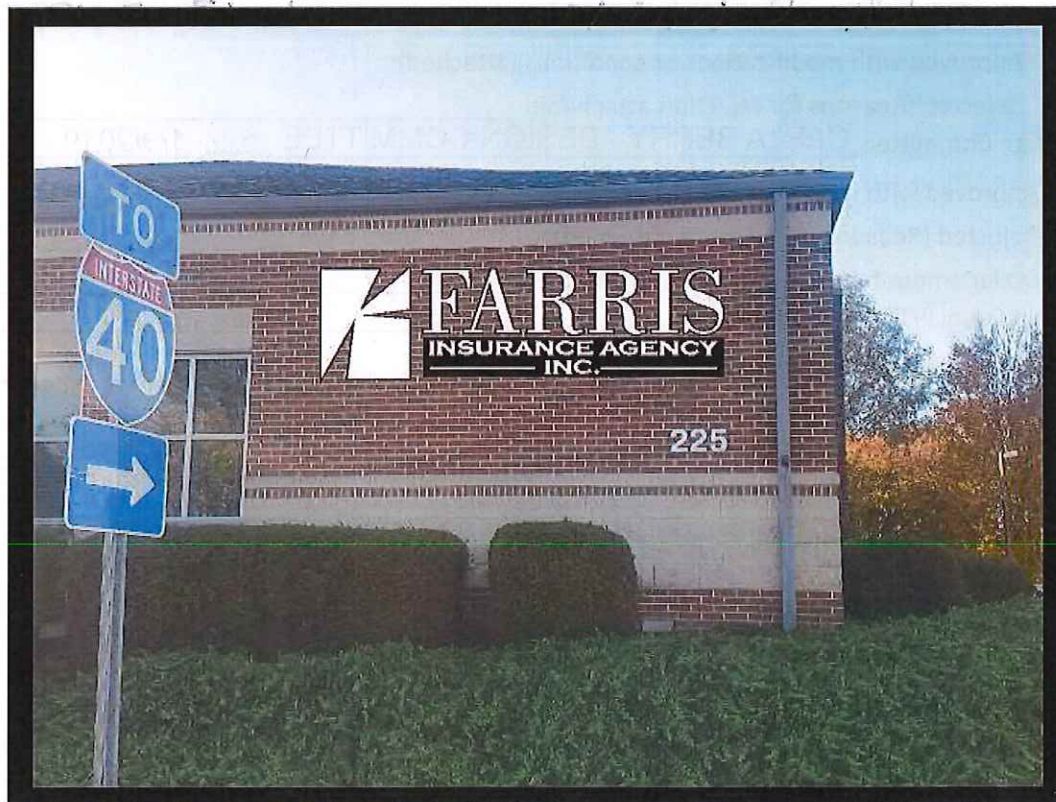
Payment Info: Approved for Reimbursement Rejected for Reimbursement (see attached)

Community Affairs Director: _____ Date: _____

Documented Cost of Façade Improvement: \$ _____

(All documentation stating that work has been paid for must be attached for reimbursement. No Reimbursement can be given without documentation.)

FARRIS INSURANCE



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PROJECT APPROVAL BY:

Customer Name : _____

Title: _____

Customer Signature : _____

828-754-4116

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