

AMI PROJECT BRIEFING & WATERSMART PROGRAM PRESENTATION: Andy Honeycutt, MeterSYS President/Program Administrator, Mike Kimmelman, MeterSYS Project Manager, and Lisa Nguyen, Data Manager, briefed Council on the Advanced Metering Infrastructure (AMI) project and introduced the WaterSmart program portal. The following presentation was shared:



- High-performing AMI system that meets or exceeds system read-rate target of 98.5%
- Fully engaged project team
- Safety protocols observed with no recordable accidents
- Quality infrastructure installation with comprehensive field data management
- Proper integration and configuration of systems and applications
- Effective internal/external communications managed by a comprehensive plan
- Fully trained staff comfortable with the technology
- Maintenance of public trust and expanded public support of project

January 4, 2021, MB#31

MeterSYS Project Management Services



Served as Town's advocate for all aspects of implementation

Provided network and system management oversight to maintain AMI 3-day reading window rate of 98.5%

Provided financial oversight of Mueller credits, quotes, invoices, etc. and supported reimbursement requests to the State

Managed install progression and alerts/alarms, and completed quality assurance audits

Completed system interface and conducted routine system data checks for all billing files and Mi.Host

WaterSmart interface completed on Dec. 15, 2020; soft roll-out to internal City staff and Council completed; Go live is today

System and job specific/situational training for Customer Service/Billing and Field staff completed

Communications Management Overview

- ✓ Developed communications plan for project and materials in coordination with Town team
 - ✓ Press Releases, AMI FAQs, Key Messages, Door Hangers, AMI project page
- ✓ Established customer hotline
- ✓ Install sub-team coordination of critical customers and large / commercial customers



AMI Network and Management Overview

- ✓ Coordinated response for collector and repeater mitigation
- ✓ Established 3-day read window standard
- ✓ Re-routed meters for optimal network performance
- ✓ Coordinated daily troubleshooting of non-reporting meters

Device Summary Report

From: 12/24/2020

To: 12/27/2020

View

Total:

Expected Communications	Successful Communications	% Unsuccessful Communications		%
5432	5414	99.7%	18	0.3%

January 4, 2021, MB#31

Utility Billing Systems Integration and Management Overview



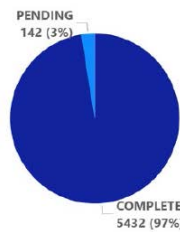
- ✓ Developed routine for status calls and timeline for interface
- ✓ Developed interface files
- ✓ Completed robust testing of all files
- ✓ Managed NOC requests and issue resolution
- ✓ Provided data quality audits and system and database cleanup support
- ✓ Reconfigured alerts to reduce number of unnecessary alerts being generated
- ✓ Cleared all non-reporting and old read meters
- ✓ Trained staff on billing process and data flow
- ✓ Created job aides for staff resources

AMI Meter Installation Overview

5432

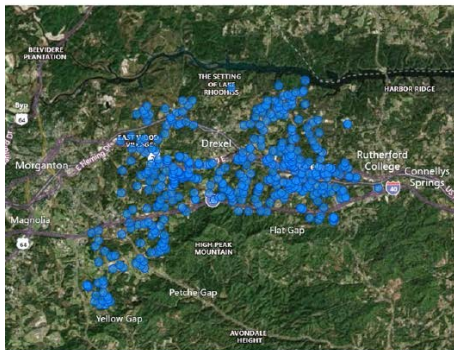
INSTALLATIONS COMPLETE

Meter Installation Status, Project-to-Date

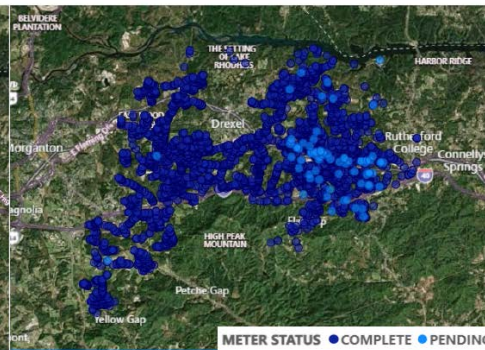


The pending (3%) accounts are comprised of Vacant (Skips) and Do Not Install (DNI) accounts and Return to Utility (RTU) accounts that the Town will complete

METERSYS COMPLETED QA AUDIT LOCATIONS MAP



VALDESE METER INSTALL LOCATIONS MAP



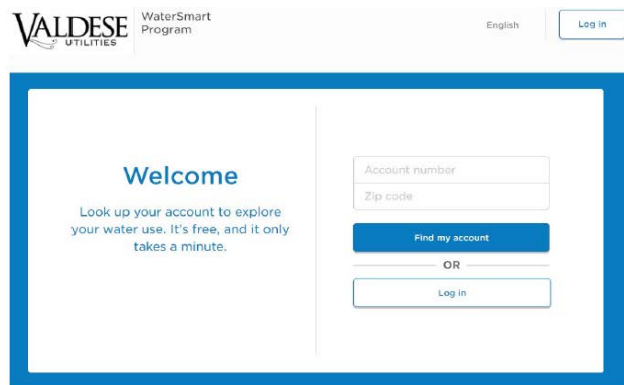
METER STATUS ● COMPLETE ● PENDING

Valdease AMI Meter Replacement Locations Map

Next Steps

AMI Project Closeout Meeting with Town Project Team Tomorrow to Review:

- Financials and Project Documentation Deliverables
- Inventory and Equipment Ordering
- Training
- Network Infrastructure and Route Acceptance
- Mi.Net System Acceptance
- State Compliance Checklist
- Project Sign-off



Your WaterSmart Customer Engagement Platform

WaterSmart Program Objectives



LEVERAGE
AMI DATA



INCREASE
DIGITAL
ENGAGEMENT



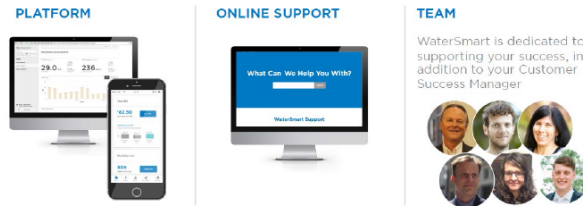
IMPROVE
WATER-USE
EFFICIENCY



INCREASE
SATISFACTION

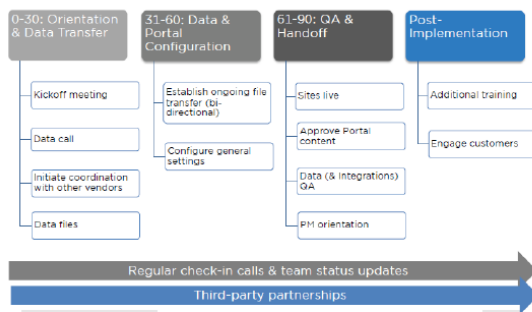
WaterSmart Platform Features

- Online Customer Self-Service Portal
- Water Consumption Data Aggregation and Analytics
- Mass Customized Messaging
- Automated Alerts and Notifications
- Digital Forms and Automated Workflows
- Link to Online Bill Payment



WaterSmart Interface Summary

30-60-90 Timeline



- ✓ Interface completed on Dec. 15, 2020
- ✓ Soft roll-out to City staff and Council members completed
- ✓ Utility staff has receiving training (in progress of scheduling job specific training on customer engagement analytics and communications in Jan. 2021)
- ✓ Go live date is today

Mayor Pro Tem Stevenson thanked everyone that worked on this project.

APPROVED SPECIAL BONUS FOR 2020: Finance Director Bo Weichel reminded Council that at the June 2020 Council meeting, the Town entered into an agreement with Burke County for access to an allocation of reimbursement funds under the CARES Act Funding to support our response to COVID-19 issues. Mr. Weichel also noted that the Town was eligible for \$124,380 in funds. One of the eligible expenses was Public Safety salaries, which was the route staff chose to go. These were unplanned revenues that were placed in Fund Balance. Mr. Weichel also reminded Council that we did not include any employee increases when the budget was adopted in 2020. Mr. Weichel suggested using this money to go towards a one-time bonus for each full-time employee in the amount of \$1,000 net-pay, and the Town would pay for the taxes. For 69 employees, this would make the total amount \$113,000.

Councilwoman Hildebran and Councilman Thompson asked if we were going to need the \$124,380 for anything else. Councilman Ogle asked for clarification on how the employee will pay for the taxes and has concerns that this money may be needed for the Police and Fire Safety building. Mr. Weichel explained that there is a set amount of 22% that the Town can pay on the taxes and the FICA taxes, which is 7.65%. Town Manager Seth Eckard feels that this is the best use for this money. Mr. Eckard stated that our essential workers have had to continue to work through the COVID-19 pandemic and feels it would be a morale booster. Councilman Sweezy noted that this is an ideal situation for using the funds since the funds have to be used for COVID-19 related items. Mr. Eckard shared that we were conservative when it came to revenue estimations, and fortunately, we have done a good job with revenues and keeping costs down.

Councilman Thompson made a motion to approve the special employee bonus for 2020, seconded by Councilwoman Hildebran. The vote was unanimous.

APPROVED BUDGET AMENDMENTS: Finance Director Bo Weichel presented the following Budget Amendments:

Valdese Town Council Meeting

Monday, January 4, 2021

Budget Amendment #

5

Subject: Amend debt service payment for 2018 Water Systems Improvement project

Description: Due to several approved change orders throughout the duration of the project, the original debt service payment of \$19,941 that is budgeted in the FY20-21 adopted budget, increases by \$1,714.

Proposed Action:

BE IT ORDAINED by the Council of the Town of Valdese that, pursuant to Section 15 of Chapter 159 of the General Statutes of North Carolina, the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020:

Section I:

The following revenues available to the Town will be increased:

Account	Description	Decrease/ Debit	Increase/ Credit
30.3990.000	Fund Balance Appropriated		1,714
Total		\$0	\$1,714

Amounts appropriated for expenditure are hereby amended as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
30.8120.910	Debt Service	1,714	
Total		\$1,714	\$0

Section II:

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.

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

Valdese Town Council Meeting

Monday, January 4, 2021

Budget Amendment #

6

Subject: Special bonus for 2020

Description: This amendment is for the special bonus given by Council to full time town employees for meeting the challenges of 2020 successfully. Due to unexpected revenues covering budgeted Police and Fire salaries, this appropriates the unplanned revenues for bonus pay.

Proposed Action:

BE IT ORDAINED by the Council of the Town of Valdese that, pursuant to Section 15 of Chapter 159 of the General Statutes of North Carolina, the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020:

Section I:

The following revenues available to the Town will be increased:

Account	Description	Decrease/ Debit	Increase/ Credit
10.3350.030	Other Revenues		113,238
Total		\$0	\$113,238

Amounts appropriated for expenditure are hereby amended as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.4100.999	Contingency Expense	113,238	
Total		\$113,238	\$0

Section II:

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

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

Town Offices will be closed on Monday, January 18, 2021 in Observance of Martin Luther King Day.

MAYOR AND COUNCIL COMMENTS: Councilwoman Stevenson shared that she has been approached by a Valdese citizen that wanted to know why we do not have Food Trucks in Valdese. Planning Director Larry Johnson explained that it would be on the Planning Boards agenda in the next few months for consideration.

ADJOURNMENT: At 6:44 p.m., there being no further business to come before Council, Mayor Pro Tem Stevenson asked for a motion to continue the meeting until Wednesday, January 13th, 2021, at 10:00 a.m. to discuss the Public Safety Building project electronically via Zoom. Councilman Ogle made a motion to continue, seconded by Councilman Sweezy. The vote was unanimous.

CONTINUATION OF THE JANUARY 4, 2021 COUNCIL MEETING: At 10:00 a.m. Mayor Black reconvened the January 4, 2021, Council Meeting to discuss the new Public Safety building. Town Manager Seth Eckard introduced the reason for the meeting to discuss the comparison of two potential sites for the building. Marty Beal, Architect, with CBSA Architects, RJ Mozeley, Project Manager, Doug Chapman, Principle/Office Manager, Matt Oetting, Project Manager, with McGill presented the following presentation:

FIRE AND POLICE SITE EVALUATIONS

13-JANUARY-2021

AGENDA

- Serve the Public
- Functionality for Staff
- Cost Effective Site & Development
- Decision Matrix
- Review Site Layouts & Costs
- Pineburr Considerations
 - Demo
 - Re-use/Renovation
 - Purchase & Lease Logistics

DECISION MATRIX

- Accessibility & Function
 - On site
 - Out
- Cost
- Single Story
- Visibility
- No Off-Site Improvements
- No Site Demolition
- Donated Land

	On Site Accessibility	Accessibility Out	Cost	Single Story	Visibility	No Off-Site Improvements	No Site Demolition	Donated Land
Option 1								
Option 2								
Prepared								

BUILDING COMPARISONS

- 1-Story
- 2-Story
 - Fire Apparatus on Lower Level
 - Fire Operations on Lower Level
 - All Police Operations on Upper Level
 - Shared Facilities on Both Levels

RJ Mozeley started the presentation with an overview of what would be presented. Mr. Mozeley shared that we want to make sure that the site chosen is accessible and functional to meet the needs of the Fire and Police departments operations and be cost-effective. Mr. Mozeley shared that the cost we are talking about today are estimates in comparing just the two sites, it does not include the details, and the cost numbers will change some.

Marty Beal explained that on the Rostan property, we are looking at two options, with one being a 1-story building and one a 2-story building. Mr. Beal shared that the 1-story building is the most efficient use of space, and both Police and Fire Chiefs feel they would be better served with the 1-story.



Matt Oetting shared that the Rostan property is on 2.3 acres located at the intersection of Main St. and Eldred St., with Martinat Dr. adjoining it. This location is highly visible. It does have a level pad in the middle but has steep slopes on the left and right sides. Mr. Oetting showed the 1-story layout of the Rostan site. Both sites will include secured parking for the Police Department. Mr. Oetting shared to provide access to the facility, Martinat Dr. would have to be re-paved. The flat pad area is not large enough to accommodate all the uses needed, so to create a larger space, several retaining walls would have to be placed around the site. Mr. Oetting explained that there is no room to address stormwater drainage due to the parking lots needed, so it would have to be addressed underground. Typically it would be addressed aboveground, which would be a lower cost. Councilman Thompson asked if the Pascal property on Eldred St. could be purchased to use that space and Town Manager Seth Eckard said the owner was not interested in selling it. Councilman Ogle asked if a fire truck would fit on Eldred St. Mr. Beal shared that that is one of the problems with this property. Eldred St. will not allow a fire truck to go up the street to access Laurel St. efficiently, so the route would be traveling West on Main St. to turn onto Laurel St. Mr. Oetting explained that the Town would have to look at completing road improvements at Martinat Dr. and Main St. as well as adding a right turn lane at the intersection of Main St. and Laurel St. for the fire truck to make a right turn onto Laurel St. Mr. Eckard noted that in order to make these road changes, the money would have to come out of the Fund Balance.

Mr. Oetting explained that on the 2-story, the Fire Department would be on the lower level and not have drive-thru bays. The Police Department would be on the upper level. Mr. Beal shared a few pros and cons on the 2-story site. There will be added cost with having to add an elevator, two stairs, and structure cost. Mr. Beal said that there would be a decrease in less retaining walls and no underground stormwater drain.

SITE LAYOUTS

Rostan 1-Story

1. Increased Retaining Walls Cost
2. Site is Tight
3. Underground Storm Water Retention Cost
4. Easier Adjacency to Admin Assist
5. Easier Common Public Access
6. Challenge-Fire Access To Main St.
7. Challenge-Fire Access to Laurel St.
8. Challenge-Mixed Fire & Public Traffic Patterns




NORTH LAUREL ST ACCESS







SITE LAYOUTS

Rostan 2-Story

1. Elevator Cost
2. (2) Stairs Cost
3. Increased Area Cost
4. Increased Structure Cost
5. Decrease Site Impact
6. Less Retaining Walls & No Underground Stormwater
7. Challenge-Adjacency to Admin Assist
8. Challenge-Common Public Access
9. Challenge-Fire Access to Main St
10. Challenge-Fire Access to Laurel St





CBSA architects

Mr. Oetting moved to the next site option, located next to the Pineburr Mill, consisting of 18.4 acres, a 43,000 square foot mill facility, an electrical substation, an 8,500 square foot garage, and a 2,000 square foot storage building. The site's focus area is the 3 acres next to the mill facility where the building would be located. Mr. Oetting shared that this site is less visible. A 1-story building was only considered for this site with a combined public parking area and a separate secure police parking lot, and two entrances for the fire department vehicles. Mr. Oetting shared that the stormwater basin would be located above ground. The garage/shop facility could be used by other departments with possible removal of the other facilities located in the property. Councilwoman Stevenson asked if the fire bays were drive-thru. Mr. Beal answered that, yes, they were drive-thru bays, but with the amount and kinds of vehicles the Fire Department has, some of the bays would not be used as a drive-thru. Chief Stafford shared that neither site would allow for complete drive-thru bays. Councilman Ogle added that there is more property located on the parcel that is a wooded area. Mr. Mozeley shared that the wooded area does have steep terrains and would be difficult to develop. Councilman Sweezy asked if we could demo the Pineburr Mill to use that area for extra space. Mr. Eckard stated that purchasing this property comes with the Mill and outbuildings, and it would cost too much to demolish the building. Councilman Thompson asked how long the Mill had sat vacant and wondered if it was worth anything. Mr. Eckard shared that some of the building is being leased to business owners as storage. Public Services Director Greg Padgett explained that the Mill would be hard for Public Works to use as storage due to the layout and would take approximately \$50,000 minimal to clean out the basement. There would be a cost to maintaining the building going forward. Mr. Padgett believes it is not a good use for Town departments and suggests tearing it down. Councilman Ogle wondered if it would be a future site for a new Public Works building if it was torn down. Mr. Eckard said that could be an option at some point. Planning Director Larry Johnson shared that a developer looked at the facility, and his thoughts were it would take a significant amount of work. The developer has suggested completing a market study and assisting a developer with tax credits or using a type of incentive for development.

SITE LAYOUTS

Pineburr 1-Story

1. No Retaining Walls & No Underground Stormwater
2. Easier Adjacency to Admin Assist
3. Easier Common Public Access
4. Challenge-Adjacent Vacant Buildings





CBSA architects

Mr. Mozeley went over some of the pros; no retaining walls or underground stormwater needed. Since it would be on one level, it would have easier accommodations for common public access and the administrative assistant would be located between both departments. However, the con would be the adjacent vacant buildings that come with the purchase of the property. Mr. Eckard did not recommend demolition of the building, which would cost around \$450,000. This cost would come out of the Fund Balance. Mr. Eckard shared that the State does not have grant funds to demo the building at this time, but we would try again in the future if we go with this property.

OPINION OF PRELIMINARY PROBABLE COSTS Comparison			
	Rostan Single Story	Rostan Two Story	Pineburr
Site Purchase	\$0	\$0	\$98,132
Building	\$4,440,000	\$4,910,000	\$4,440,000
Site Improvements	\$2,070,000	\$1,132,000	\$1,048,000
Demolition	\$0	\$0	\$450,000*
Main Street Access	\$104,000	\$104,000	\$0
Laurel Street Access	\$135,000	\$135,000	\$0
Total	\$6,749,000	\$6,281,000	\$6,129,000

DECISION MATRIX

	On Site Accessibility	Accessibility Out	Cost	Single Story	Visibility	No Off-Site Improvements	No Site Demo	Donated Land
Rostan 1	✓			✓	✓		✓	✓
Rostan 2					✓		✓	✓
Pineburr	✓	✓	✓	✓		✓		

Councilwoman Hildebran shared that although she does not care for either site, the Pineburr site seems to be the best option. Councilwoman Hildebran asked to hear from the Police Chief and Fire Chief on how they feel about the sites. Fire Chief Stafford stated that our Town is limited with available parcels, and his priority is on the operation side first and visibility aspect second. Chief Stafford is in favor of the Pineburr site because it is more conducive to our operational needs. Councilman Sweezy would love for the building to be displayed on Main St. but feels that the Pineburr option is logistically the best. Councilman Ogle asked if staff has looked at all other properties in Town that could be used. Chief Stafford shared that they looked at the property behind the Rock Drug Store in October 2020, and two brothers own it and are not willing to sell for various reasons. Mr. Johnson stated that the ideal size for the new public safety building would be built on at least 4 acres, centrally located, which limits the number of parcels that would be available for development. Councilwoman Hildebran has a concern with there being another vacant building once Public Safety moves out. Councilwoman Hildebran asked again why we cannot close the street at the current Public Safety building and build onto what we currently have. Mr. Eckard does not feel like that option is feasible. Mr. Mozeley does not feel like these parcels sit on enough acres and would have to go with a 2-story building, would have stormwater challenges, and would be a tougher site to build on. Mr. Beal added that there are more boundary restrictions being in the downtown area. Councilman Ogle feels that we need to move forward with the Pineburr building site.

Mr. Eckard stated that he would like Council to agree on which location they recommended and if it was the Pineburr site to move into Closed Session to discuss the negotiation price for purchase of the property.

CLOSED SESSION: Mayor Black called for a motion to recess into Closed Session pursuant to NC General Statute 143-318.11 (a) (5) to establish, or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

At 11:35 a.m., Councilman Sweezy made a motion to move into Closed Session pursuant to NC General Statute 143-318.11 (a) (5) to establish, or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. The motion was seconded by Councilman Ogle. The vote was unanimous.

At 11:48 a.m., Councilman Ogle made a motion to return to Open Session, seconded by Councilman Sweezy. The vote was unanimous.

NEGOTIATION DISCUSSION OF THE PINEBURR MILL SITE: Councilman Ogle made a motion to give the Town Manager the approval to negotiate the purchase price of the Pineburr Property for \$98,132, seconded by Councilman Sweezy. The vote was unanimous.

ADJOURNMENT: At 11:49 a.m., there being no further business to come before Council, Councilman Ogle made a motion to adjourn, seconded by Councilwoman Hildebran. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Monday, February 1, 2021, 6:00 p.m., Valdese Town Hall.

jl Town Clerk

Mayor