

**TOWN OF VALDESE  
TOWN COUNCIL MEETING  
JUNE 27, 2016**

The Town of Valdese Town Council met on Monday, June 27, 2016, 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 Thelda B. Rhoney, 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:**

**TIM HORLDT – FOURTH OF JULY FIREWORKS** Rev. Tim Horldt, 820 Gardiol Avenue, Valdese, recommended Council hold the Fourth of July event on the 4<sup>th</sup> and not on Family Friday Nights, July 1, 2016.

Mayor Black thanked Rev. Horldt for his comments.

No one else wished to speak.

**CONSENT AGENDA:** (enacted by one motion)

**APPROVED MINUTES – JUNE 6, 2016**

**APPROVED REQUEST FROM WALDENSIAN STYLE WINES AND WALDENSIAN HERITAGE WINES TO SELL WINE AT THE WALDENSIAN FESTIVAL ON AUGUST 12 AND 13, 2016** On August 12, 2016, the hours from 5:00 p.m. until 11:00 p.m., and on August 13, 2016, from noon until 11:00 p.m.

**ADOPTED RESOLUTION AMENDING THE EMPLOYEE BENEFITS SECTION OF THE TOWN OF VALDESE PERSONNEL POLICY – RETIREE INSURANCE COVERAGE**

**RESOLUTION AMENDING THE EMPLOYEE BENEFITS SECTION  
OF THE TOWN OF VALDESE PERSONNEL POLICY  
(Retiree Insurance Coverage)**

WHEREAS, as an employee benefit the Town of Valdese has provided medical insurance coverage or a monetary amount in lieu of insurance to town employees who have completed 25 years of employment with the Town of Valdese and who are not yet eligible for Medicare, provided that the employee pays his or her share of the cost of the insurance; and

WHEREAS, the town council has determined that it is not financially feasible for the Town to continue this benefit and that the personnel policy should therefore be amended so that this benefit will not be available to those town employees hired on or after July 1, 2016;

IT IS THEREFORE RESOLVED that the Retiree Insurance Coverage section under Section 2. Group Health and Hospital Insurance, Article VI. Employee Benefits, of the Town of Valdese personnel policy is amended to read as follows:

**"ARTICLE VI. EMPLOYEE BENEFITS**

**Retiree Insurance Coverage**

For those employees who were hired prior to July 1, 2016, the Town provides medical insurance coverage or provides a monetary amount in lieu of insurance for the purpose of allowing the retiree to purchase insurance. The choice of insurance or payment in lieu is made by the Town. Employee eligibility for this coverage is determined as follows:

- a) the employee must have been hired by the Town of Valdese prior to July 1, 2016;

- b) the employee must have completed at least 25 years of employment with the Town of Valdese and not yet be eligible for Medicare; and
- c) the employee must pay his/her share of the cost of such insurance coverage as hereinafter provided, if applicable.

The Town's contribution shall be reviewed each year by the Town Council to determine if the Town's contribution is financially feasible. The Town does not provide this retiree insurance benefit to employees who were hired on or after July 1, 2016."

ADOPTED THIS, THE 27<sup>TH</sup> DAY OF JUNE, 2016.

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

ATTEST: /s/ Town Clerk

**APPROVED APPOINTMENT/REAPPOINTMENT TO VEDIC BOARD OF DIRECTORS** Elizabeth Furr was reappointed to the VEDIC Board for a third, three-year term which would expire July 1, 2019. The VEDIC Board also recommended T R Robinson to replace Ed Hallyburton. Mr. Robinson's first, three-year term would expire July 1, 2019.

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

***End Consent Agenda***

**ITEMS REMOVED FROM CONSENT AGENDA:** NONE.

**FY 2016 – 2017 BUDGET (1) PUBLIC HEARING AND (2) ADOPTION OF ORDINANCE** Mayor Black opened the public hearing and asked if anyone wished to speak either for or against.

**MS. SANDI WALKER, 124 MAIN STREET WEST, VALDESE** Ms. Walker spoke in opposition of the proposed tax increase and she said it would be a fatal blow for the town with the proposed tax increase and water rate increase (utility rates in eight years had increased by 200 percent). She said Council had failed to be good stewards of the money.

Mayor Black thanked Ms. Walker for her comments.

Town Manager Seth Eckard said there had been no changes to the proposed budget that was presented at the June 6, 2016 Council meeting.

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

Councilwoman Frances Hildebran arrived at 6:07 p.m.

**FY 2016 – 2017 ADOPTION OF BUDGET ORDINANCE**

**TOWN OF VALDESE BUDGET  
FISCAL YEAR 2016 - 2017**

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, 2016 and ending June 30, 2017 in accordance with the chart of accounts heretofore established for this town:

GENERAL FUND	\$ 5,413,932
Governing Body	\$ 62,655
Administration	971,434
Public Works	346,435
Maintenance & Grounds	197,652
Planning	86,550
Police	918,988

**June 27, 2016, MB #30**

Fire	828,004
Street	339,901
Powell Bill	150,000
Sanitation	246,947
Recreation	766,275
Tourism/Community Affairs	499,091

UTILITY FUND \$ 6,234,075

Water	2,034,329
Wastewater	2,539,722
Water/Sewer Const.	1,660,024

TOTAL EXPENDITURES \$ 11,648,007

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, 2015 as follows:

GENERAL FUND \$ 5,413,932

UTILITY FUND \$ 6,234,075

TOTAL REVENUES \$ 11,648,007

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, 2017 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 \$328,892,270 will generate a levy of \$1,580,982 with an estimated collection rate of 98% less \$17,000 reserved for discounts.

Section IV: As set forth in the Utility Fund Non-Departmental Section of the FY 2016-2017 budget document, the amount of \$321,534 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, 2016, and ending June 30, 2017.

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

Program Cost: \$15,500

Section VI: The fee schedule for utility service for INDUSTRIAL CUSTOMERS is as follows:

<u>Inside Water</u>		<u>Inside Wastewater</u>	
(Consumption /1000 gal.)		(Discharge/1000 gal.)	
0 - 3	\$11.31	Admin. Billing Charge	\$6.15
4 - 3000	2.15	User Charge	2.05
3001+	1.04		
<u>Outside Water - Town System</u>		<u>Outside Wastewater - Town System</u>	
(Consumption /1000 gal.)		(Discharge /1000 gal.)	
0 - 3	\$24.19	Double Inside Rate	
4 - 3000	4.30		
3001+	2.08		

The fee schedule for utility service for COMMERCIAL CUSTOMERS is as follows:

<u>Inside Water</u>	<u>Inside Wastewater</u>
(consumption / 1000 gal.)	(discharge / 1000 gal.)

June 27, 2016, MB #30

Fixed Meter Charge +		Minimum charge	
0 – 3	28.90		
4 – Plus	2.80	up to 3000 gals.	\$6.35
		Cost per 1000 gal.	\$2.15

<u>Outside Water – Town System</u> (consumption / 1000 gal.)	<u>Outside Wastewater- Town System</u> (discharge / 1000 gal.)
Fixed Meter Charge +	Double Inside Rate
0 – 3	57.80
4 – Plus	5.60

The fee schedule for utility service for RESIDENTIAL CUSTOMERS is as follows:

<u>Inside Water</u> (consumption / 1000 gal.)	<u>Inside Wastewater</u> (discharge / 1000 gal.)
Fixed Meter Charge +	
0 – 3	28.90
4 – Plus	2.80
	Minimum charge up to 3000 gals.
	\$6.05
	Cost per 1000
	2.05

<u>Outside Water – Town System</u> (consumption / 1000 gal.)	<u>Outside Wastewater- Town System</u> (discharge / 1000 gal.)
Fixed Meter Charge +	Double Inside Rate
0 – 3	43.35
4 – Plus	5.60

Utility Deposits

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

Reconnect \$ 25.00

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.

Upon introduction by Town Manager Seth B. Eckard, motion to adopt by Councilman Ogle, and seconded by Councilman Sweezy.

Voting aye: Ogle, Stevenson, Delp, and Sweezy

Voting noe: Hildebran

The motion carried 4-1.

This ordinance is adopted on this the 27<sup>th</sup> day June, 2016.

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

Attest: /s/ Town Clerk

**PUBLIC HEARING – DOWNTOWN PARK PROJECT** Mayor Black opened the public hearing and asked if anyone wished to speak either for or against.

Town Manager Seth Eckard said the public hearing was a requirement of the USDA Loan Application process to receive input from the public for the funding of the Downtown Park Project.

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

**PUBLIC HEARING – LADDER TRUCK** Mayor Black opened the public hearing and asked if anyone wished to speak either for or against.

Mayor Black said this public hearing was to accept public comment for the purchase of a Ladder Truck and the process was for the USDA loan application.

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

**PRESENTATION BY BDI PRESIDENT & CEO ALAN D. WOOD - ECONOMIC UPDATE** Mr. Wood offered a brief PowerPoint presentation. He briefly reviewed BDIs Action Plan and he said staff made 75 existing industry visits. In the marketing campaign there was a fundamental shift in the way young people and their parents think about the jobs available in Burke County and he reviewed their marketing efforts. Their target sectors are food processing (craft breweries), metalworking, and outdoor products and others as determined. He reviewed education needs for future jobs, marketing efforts, plans, projects, recruitment, and expansions.

Councilwoman Hildebran asked what type of impact the NC School of Science and Math would have on the community. Mr. Wood said it would be amazing and scheduled to open in the Fall of 2020 with approximately 340 of the brightest kids in the state and there would be 270 distant learners that would come to town once per month. There would be outreach programs and 100 new teachers hired that hold master's degrees or above.

Mayor Black thanked Mr. Wood for working on the Meridian Project in Valdese and other projects in Burke County.

**AGREEMENT WITH REPUBLIC SERVICES FOR RESIDENTIAL RECYCLING** Mr. Duckworth introduced Republic Services Representatives Melinda Barkley and Wade Goossens. He said Town Attorney Marc Mitchell was reviewing the first draft of the agreement. The Town would go with curbside recycling using 96 gallon carts, from 18 gallon bins, with pick up every two weeks instead of every week, increasing recycling and less items going into the trash truck with fewer trips to the landfill.

Mayor Black said he understood that cardboard and other items could now be recycled and Mr. Goossens said yes and all items would need to be placed within the cart.

Councilwoman Hildebran asked about training. Ms. Barkley said they were working on education issues and the program should begin September 2016.

After a brief discussion, Councilman Sweezy made a motion to approve the five-year Agreement with Republic Services for residential recycling, seconded by Councilman Delp. The vote was unanimous.

**AWARD OF BID FOR CRACK SEALING STREET PROJECT** Town Manager Seth Eckard said staff recommended the bid be awarded to the lowest bidder, Remac, Inc., Freeman, VA, in the amount of \$62,700. (Other bid: Hickory Sealing & Striping, Connelly Springs, NC, in the amount of \$91,000.)

Councilman Ogle made a motion to award the bid to Remac, Inc. in the amount of \$62,700, seconded by Councilwoman Hildebran. The vote was unanimous.

**AUTHORIZATION TO PROCEED WITH CONNELLY SPRINGS WASTEWATER COLLECTION AGREEMENT** Public Works Director Bryan Duckworth said Connelly Springs Staff and Board of Aldermen requested authorization from the Town of Valdese to proceed with an agreement to mow and maintain their sewer outfalls which includes mapping of their lines and manholes and provide an annual report. Mr. Duckworth said this was a good project with two small towns working together to share resources.

Councilwoman Stevenson made a motion to authorize staff to work with Connelly Springs on a Wastewater Collections Agreement, seconded by Councilwoman Hildebran. The vote was unanimous.

**AGREEMENT WITH WPCOG FOR WESTERN PIEDMONT STORMWATER PARTNERSHIP** Mr. Eckard said the agreement with WPCOG for Assistance in Supporting the Western Piedmont Stormwater Partnership in the amount of \$2,111 (Valdese portion of the partnership fee).

Councilwoman Hildebran made a motion to approve the aforementioned agreement with WPCOG for Western Piedmont Stormwater Partnership, seconded by Councilwoman Stevenson. The vote was unanimous.

**AGREEMENT WITH WPCOG FOR 2016-2017 TECHNICAL PLANNING ASSISTANCE** Mr. Eckard said this was an annual agreement with WPCOG for Technical Planning Assistance. The cost this upcoming fiscal year - \$21,900.

Councilwoman Hildebran made a motion to approve the aforementioned agreement with WPCOG, seconded by Councilwoman Stevenson. The vote was unanimous.

**AGREEMENT WITH CODERED® EMERGENCY NOTIFICATION SYSTEM** Mr. Duckworth said staff was requesting to enter into an agreement with Emergency Communications Network, LLC, to provide a service identified as CodeRED Emergency Notification System. CodeRED is a high speed mass notification solution specifically designed to enable local governments to record, send and track personalized voice, e-mail, text, and social media messages to citizens as well as staff. Specifically, with the CodeRED emergency notification system would allow the Town of Valdese to notify its customers of utility service interruptions, including Triple customers, road closures, billing delinquencies/disconnections, and Town of Valdese events. He described mandates from the state to notify citizens. The amount of the agreement - \$4,247 per year.

Mr. Eckard said there would be an education campaign requesting cell phone numbers and e-mail addresses.

After a brief discussion, Councilman Ogle made a motion to approve the aforementioned agreement with CodeRed, seconded by Councilwoman Stevenson. The vote was unanimous.

**ADOPTION OF SOCIAL MEDIA AND E-MAIL POLICY** ASU Intern Ben Turnmire drafted and presented the following policy:

**SOCIAL MEDIA AND E-MAIL POLICY**

Purpose

This Social Media & E-mail Policy ("Policy") establishes guidelines for the establishment and use by the Town of Valdese ("Town") of social media sites and email communications as a means of conveying information to members of the public.

The intended purpose of Town social media sites is to disseminate information from the Town about the Town's mission, meetings, activities, and current issues to members of the public.

The Town has an overriding interest and expectation in protecting the integrity of the information posted on its social media sites and the content that is attributed to the Town and its officials.

## Definitions

“Social media sites” means content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the internet. Examples of social media include, but are not limited to, Facebook, Twitter, Blogs, YouTube, LinkedIn, and Flickr.

“Town social media sites” means social media sites that the Town establishes and maintains, and over which it has control over all postings, except for advertisements or hyperlinks by the social media site’s owners, vendors, or partners. Town social media sites shall supplement, and not replace, the Town’s required notices and standard methods of communication.

“Posts” or “postings” mean information, articles, pictures, videos or any other form of communication posted on a Town social media site.

“E-mail” refers to any mail generated and transferred by electronic means. This includes web-mail and workstation mail.

## 1. General Policy

- 1.1. The Town’s official website (or any domain owned by the Town) will remain the Town’s primary means of internet communication.
- 1.2. The establishment of Town social media sites is subject to approval by the Town Manager or his/her designee. Upon approval, Town social media sites shall bear the name and/or official logo of the Town.
- 1.3. All content on Town social media sites shall be reviewed, approved, and administered by the Town’s designated Community Affairs Director.
- 1.4. Town social media sites shall clearly state that such sites are maintained by the Town and that the sites comply with the Town’s Social Media Policy.
- 1.5. Town social media sites shall link back to the Town’s official website for forms, documents, online services and other information necessary to conduct business with the Town.
- 1.6. The Town’s Community Affairs Director shall monitor content on Town social media sites to ensure adherence to both the Town’s Social Media Policy and the interest and goals of the Town.
- 1.7. The Town reserves the right to terminate any Town social media site at any time without notice.
- 1.8. Town social media sites shall comply with usage rules and regulations required by the site provider, including privacy policies.
- 1.9. The Town’s Social Media Policy shall be displayed to users or made available by hyperlink.
- 1.10. All Town social media sites shall adhere to applicable federal, state and local laws, regulations and policies.
- 1.11. Employees representing the Town on Town social media sites shall conduct themselves at all times as a professional representative of the Town and in accordance with all Town policies.
- 1.12. All Town social media sites shall use authorized Town contact information for account set-up, monitoring and access. The use of personal email accounts or phone numbers by any Town employee is not allowed for the purpose of setting-up, monitoring, or accessing a Town social media site.
- 1.13. Town social media sites may contain content, including but not limited to, advertisements or hyperlinks over which the Town has no control. The Town does not endorse any hyperlink or advertisement placed on Town social media sites by the social media site’s owners, vendors, or partners.
- 1.14. The Town reserves the right to change, modify, or amend all or part of this policy at any time.

## 2. Content Guidelines

- 2.1. The content of Town social media sites shall only pertain to Town-sponsored or Town-endorsed programs, services, and events. Content includes, but is not limited to, information, photographs, videos, and hyperlinks.
- 2.2. Content posted to the Town's social media sites must contain hyperlinks directing users back to the Town's official website for in-depth information, forms, documents or online services necessary to conduct business with the Town of Valdese, whenever possible.
- 2.3. The Town shall have full permission or rights to any content posted by the Town, including photographs and videos.
- 2.4. Postings shall be made during normal business hours. After-hours or weekend postings shall only be made with approval of the Town's Community Affairs Director.
- 2.5. Any employee authorized to post items on any of the Town's social media sites shall review, be familiar with, and comply with the social media site's use policies and terms and conditions.
- 2.6. Any employee authorized to post items on any of the Town's social media sites shall not express his or her own personal views or concerns through such postings. Instead, postings on any of the Town's social media sites by an authorized Town employee shall only reflect the views of the Town.
- 2.7. Postings must contain information that is freely available to the public and not be confidential as defined by any Town policy or state or federal law.
- 2.8. Postings may NOT contain any personal information, except for the names of employees whose job duties include being available for contact by the public.
- 2.9. Postings to Town social media sites shall NOT contain any of the following:
  - 2.9.1. Comments that are not topically related to the particular posting being commented upon;
  - 2.9.2. Comments in support of, or opposition to, political campaigns, candidates or ballot measures;
  - 2.9.3. Profane language or content;
  - 2.9.4. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, or status with regard to public assistance, national origin, physical or mental disability or sexual orientation, as well as any other category protected by federal, state, or local laws;
  - 2.9.5. Sexual content or links to sexual content;
  - 2.9.6. Solicitations of commerce;
  - 2.9.7. Conduct or encouragement of illegal activity;
  - 2.9.8. Information that may tend to compromise the safety or security of the public or public systems;  
or
  - 2.9.9. Content that violates a legal ownership interest of any other party.
- 2.10. These guidelines shall be displayed to users or made available by hyperlink on all Town social media sites. Any content removed based on these guidelines must be retained, including the time, date and identity of the poster, when available.
- 2.11. The Town reserves the right to implement or remove any functionality of its social media site, when deemed appropriate by the Community Affairs Director. This includes, but is not limited to, information, articles, pictures, videos or any other form of communication that is posted on a Town social media site.



- 2.12. Except as expressly provided in this Policy, accessing any social media site shall comply with all applicable Town policies pertaining to communications and the use of the internet by employees, including email content.
- 2.13. All of the content on Town social media sites must be provided to the Town's Community Affairs Director for review, approval, and subsequent posting to the social media site.

### 3. Professional and Personal Use of Social Media

- 3.1. Separate Personal and Professional Accounts: Employees should be mindful of blurring their personal and professional lives when administering social media sites.
- 3.2. Personal Use: Employees are allowed to have personal social networking sites. These sites must remain personal in nature and be used to share personal opinions or non-work related information. This helps ensure a distinction between sharing personal and Town views. In addition, employees should never use their Town e-mail account or password in conjunction with a personal social networking site and employees should never refer or link back to their own personal site from the professional site. Personnel should also remember the Town policy when posting on the Internet.
  - 3.2.1. Employees are expected to refrain from personal social media use during business hours. Personal social media use during operations may lead to ineffectiveness in completing expected and assigned duties.
  - 3.2.2. Personal social media may be used during sanctioned breaks, lunch, or any designated time when an employee is not operating within paid business hours.
  - 3.2.3. Employees are also expected to refrain from using any comments in support of, or opposition to, political campaigns, candidates or ballot measures that are Town based and that could be damaging to the integrity of Town operations.
- 3.3. Town Use: All department-related communication through social media outlets should remain professional in nature and should always be conducted in accordance with the department's communications policy. Employees must not use social networking sites for political purposes, conduct private commercial transactions, or engage in private business activities. Sites containing anything racially or sexually discriminating or of a political or religious nature are prohibited. Employees should be mindful that inappropriate usage of social media can be grounds for disciplinary action. Thus, if an account is used for business, the entire account, regardless of any personal views, is subject to these best practices guidelines.

### 4. RECORDS MANAGEMENT AND PRESERVATION

- 4.1. Communication through department-related social media is considered a public record under NCGS, Chapter 132 and will be managed as such.
- 4.2. All comments or posts made to Town account walls or pages are public, not private.
- 4.3. In the spirit of transparency in local government, account administrators who receive messages through the private message service offered by the social media site are encouraged to direct the user to contact them at a public e-mail address maintained by their department. Alternatively, account administrators are encouraged to reply to the inquiry using their Town e-mail account. Agencies should set all privacy settings to public. Comments expressing an opposing view point must be allowed. Departments should only remove comments that are spam or comments that would not be acceptable in a public forum such as a public hearing.

### 5. ACCEPTABLE USE OF E-MAIL AND INTERNET ACTIVITIES

- 5.1. The following are acceptable uses of email and the internet.
  - 5.1.1. Communication and information exchange directly related to the mission, charter, or work tasks of the Town of Valdese.
  - 5.1.2. Communications for the purpose of maintaining job knowledge and skills or for professional development.

5.1.3. Use in conducting research for work related and government related programs or applications.

5.1.4. Communications with state agencies, other governments, or businesses with which the Town conducts business.

5.1.5. Acceptable use must be legal, ethical, reflect honesty, and show restraint in the consumption of shared resources.

**6. UNACCEPTABLE USE OF E-MAIL AND INTERNET ACTIVITIES**

6.1. The following are unacceptable uses of email and the internet.

6.1.1. Use of email for any purpose that violates federal, state, or local law.

6.1.2. Use for any for profit activities unless specific to the charter, mission, or duties of the Town of Valdese.

6.1.3. Unauthorized non-profit business activities. Including any non-governmental related fund raising or public relations activities such as solicitation for religious and political causes.

6.1.4. Downloading or distributing pirated software or data.

6.1.5. The display, storage, recording, or archive of any sexually explicit content, racially charged content, derogatory religious content, political statements, offensive language or any material that negatively reflect the Town of Valdese.

6.1.6. Hate mail, harassment in any electronic form, chain e-mails, or pornographic images.

6.1.7. Free standing instant messaging programs or Apps.

**7. Enforcement and Violations**

7.1. Violation of this policy may result in termination of Internet access or email services and possible disciplinary action up to and including dismissal and criminal charges where appropriate. Termination of services may be at the request or determination of the department head, town manager, Community Affairs Director, or any higher authority.

Adopted this 27<sup>th</sup> day of June, 2016.

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

ATTEST: /s/ Frances M. Hildebran, Town Clerk

After a brief discussion, Councilman Sweezy made a motion to adopt the aforementioned policy, seconded by Councilwoman Stevenson. The vote was unanimous.

**FY 2015 – 2016 YEAR END BUDGET AMENDMENT** Finance Director Jerry LaMaster presented the following year-end budget amendment:

**SUPPLEMENTAL YEAR END BUDGET AMENDMENT**

**GENERAL FUND**

Total Revenue:

11,000

2013 Ad Valorem Tax	10.3010.131	
2013 Motor Vehicle Tax	10.3010.132	
Tax Penalty & Int	10.3170.000	(15,000)
Cable TV Franchise Fee From St	10.3280.000	(4,000)
Utility Franchise Tax	10.3370.000	(10,000)
Sales Tax	10.3450.010	

June 27, 2016, MB #30

Insurance Reimbursement	10.3680.000	
Rock School Auditorium	10.3970.026	(13,000)
From Utility	10.3970.302	24,000
Grant - Main St	10.3970.625	
Insurance Reserve	10.3970.930	
Fund Balance	10.3990.000	29,000

Expenditures:

Governing Body			0
Professional Services	10.4100.040		
Group Insurance	10.4100.060		
Dept Supplies	10.4100.330		
Misc	10.4100.570		
Administration			16,920
Salaries	10.4200.020	17,000	
Professional Services	10.4200.040	8,000	
Group Insurance	10.4200.060	8,000	
Unemployment	10.4200.080	(17,000)	
Telephone	10.4200.110	3,500	
Travel	10.4200.140	5,000	
Dept Supplies - PC's	10.4200.330		
NC Sales Tax	10.4200.370	20,000	
County Sales Tax	10.4200.390	6,000	
Contracted Services - HAS	10.4200.454		
Dues & Subscriptions	10.4200.530		
Insurance & Bonds	10.4200.540	920	
Misc	10.4200.570	446	
Capital Outlay	10.4200.740		
Contingency	10.4200.990	(34,946)	
Public Works Admin			1,200
Dept Supplies	10.4250.330		
Insurance & Bonds	10.4250.540	1,200	
Maintenance & Grounds			850
Salaries	10.4350.020		
Part Time	10.4350.022	7,303	
Group Insurance	10.4350.060	12,400	
Maint & Repair Bldg	10.4350.150		
M&R Equipment	10.4350.160	(2,603)	
Dept Supplies	10.4350.330	(3,000)	
Christmas Supplies	10.4350.331	(1,700)	
Helping Hands	10.4350.451	(12,400)	
Insurance & Bonds	10.4350.540	850	
Planning			0
Professional Services	10.4900.042		
Police			620
Salaries	10.5100.020		
Over Time	10.5100.021		

June 27, 2016, MB #30

Part Time	10.5100.022	18,000	
Extra Duty Hours	10.5100.024	(18,000)	
Retirement	10.5100.070		
M&R Auto	10.5100.170	7,000	
Utility Electric	10.5100.130		
Auto Supplies Gas	10.5100.311	(7,000)	
Insurance & Bonds	10.5100.540	620	
Fire			6,000
Salaries & Wages	10.5300.020	6,000	
Part Time	10.5300.022		
Street			(4,890)
Utilities Electric	10.5600.130	7,000	
Utilities Street Lights	10.5600.133	(7,000)	
Maint & Repair Bldgs	10.5600.150	13,000	
Maint & Repair Equip	10.5600.160	(5,000)	
Maint & Repair Vehicle	10.5600.170	(2,000)	
Auto Supplies - Diesel	10.5600.312	(2,000)	
Auto Supplies - Tires	10.5600.313	(2,500)	
Auto Supplies - Oil	10.5600.314	(1,500)	
Insurance & Bonds	10.5600.540	(4,890)	
Sanitation			0
Salaries	10.5800.020	(9,000)	
Group Insurance	10.5800.060	(1,000)	
Maint & Repair Equip	10.5800.160	22,600	
Auto Supplies - Diesel	10.5800.312	(10,000)	
Auto Supplies - Tires	10.5800.313	(2,000)	
Dept Supplies	10.5800.330	(600)	
Recreation			0
Salaries	10.6200.020	10,000	
Part Time	10.6200.022	(10,000)	
Utility Exp - Gas	10.6200.131	(3,000)	
Maint & Repair Bldg	10.6200.150		
Maint & Repair Equip	10.5800.160		
Dept Supplies	10.6200.330	3,000	
Chemicals	10.6200.332		
Community Affairs			(9,700)
Salaries & Wages	10.6250.020	2,000	
Contract Services	10.6250.450		
Contract Services - Entertainment	10.6250.452	(13,000)	
Insurance & Bonds	10.6250.540	1,300	
Trans to Art Fund	10.6250.928		
Total Expenditures			<u>11,000</u>
			0

Councilwoman Hildebran made a motion to adopt the aforementioned year-end budget amendment, seconded by Councilman Sweezy. The vote was unanimous.

**CRAFTERS MARKET** Community Affairs Director Morrissa Angi said Maryann Diamond, President for Downtown Merchants Association requested that they use Italy Street parking lot for a crafters market for handmade items beginning Saturday, September 17, 2016, and then the first and third Saturday. They would have liability insurance.

Councilman Ogle made a motion to approve the Crafters Market, seconded by Councilwoman Stevenson. The vote was unanimous.

**MAYOR AND COUNCIL COMMENTS:** None.

**MANAGER'S REPORT:**

**FIREWORKS FRIDAY NIGHT INDEPENDENCE DAY CELEBRATION, JULY 1, 2016, 7:00 P.M.**

**TRAIL OF FAITH JULY 4<sup>TH</sup> CELEBRATION, 6:00 P.M.**

**TOWN OFFICES CLOSED ON MONDAY, JULY 4, 2016, IN OBSERVANCE OF INDEPENDENCE DAY**

**NEXT COUNCIL MEETING – MONDAY, AUGUST 1, 2016**

**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 7:05 p.m., Councilman Ogle 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 Councilwoman Hildebran and the vote was unanimous.

At 7:11 p.m., Councilman Ogle made a motion to return to Open Session, seconded by Councilwoman Stevenson. The vote was unanimous.

**TOWN MANAGER'S SALARY ADJUSTMENT**

Councilwoman Stevenson made a motion to increase the Town Managers base salary by 5 percent for FY 2016-2017, seconded by Councilman Ogle. The vote was unanimous.

Town Manager Seth Eckard thanked the Members of Council.

**ADJOURNMENT**

At 7:14 p.m., there being no further business to come before Council, a motion was made by Councilman Ogle to adjourn, seconded by Councilwoman Stevenson. The vote was unanimous.

The next meeting is a regularly scheduled meeting for Monday, August 1, 2016, 6:00 p.m.

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Town Clerk

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Mayor

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