

**Town of Valdese  
Town Council Meeting  
Valdese Town Hall  
102 Massel Avenue SW, Valdese  
Monday, June 25, 2018  
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 and Closed Session Minutes of June 4, 2018
- B. Approval of Agreement with WPCOG for FY 2018-2019 Technical Planning Assistance

**7. New Business**

- A. Agreement with Burke County for Record Management System (RMS)
- B. Request to Purchase John Deere Gator
- C. FY 2018-2019 Budget Public Hearing & Ordinance Adoption
- D. FY 2017-2018 End of Year Budget Amendment

**8. Manager's Report**

- A. Code Enforcement Task Force
- B. Independence Day Celebration, Friday, June 29, 2018, 7:00 p.m.
- C. Town Offices Closed on Wednesday, July 4, 2018, in Observance of Independence Day
- D. From This Day Forward, July 13-August 11, 2018, Fridays and Saturdays, 7:45 p.m.
- E. Special Council meeting scheduled for Thursday, August 2, 2018, 7 p.m.
- F. Next Regular Council meeting scheduled for Monday, August 6, 2018, 6 p.m.

**9. Mayor and Council Comments**

- 10. 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.

**11. Adjournment**

## COMMUNICATION NOTES

**To:** Mayor Black  
Town Council

**From:** Seth Eckard, Town Manager

**Date:** June 22, 2018

**Subject:** Monday, June 25, 2018 Council Meeting

6. Consent Agenda:

- A. Approval of Regular Meeting and Closed Session Minutes of June 4, 2018**
- B. Approval of Agreement with WPCOG for FY 2018-2019 Technical Planning Assistance**

Enclosed in the agenda packet is an agreement with WPCOG for Technical Planning Assistance in the amount of \$23,360.00. The Town has maintained a Technical Planning Assistance Agreement with the WPCOG to assist the Planning Department in planning and enforcement activities for many years. There is an \$800 increase in cost from FY 17-18.

7. New Business

- A. Agreement with Burke County for Records Management System (RMS)**

Enclosed in the agenda packet is an agreement with Burke County for Records Management System (RMS). With this agreement, Burke County will allow Valdese and Morganton to continue RMS through the E911 system that is administered and hosted by the County. This is a four-year agreement. The cost of maintenance and replacement over the term of the agreement is as follows: Year 1 - \$7,206.30, Year 2 - \$7,206.30, Year 3 - \$2,406.30, Year 4 - \$2,406.30. Funds have been allocated in the FY 18-19 Budget for Year 1 of this agreement.

**Requested Action:** Staff recommends that Council approve the agreement as presented and authorize Town Manager Seth Eckard to execute the contract.

- B. Request to Purchase John Deere Gator**

Enclosed in the agenda packet is a request from Public Works Director Bryan Duckworth seeking permission to purchase a John Deere Gator from James River Equipment in the amount of \$7,714.60. Funds to purchase this piece of equipment have been identified through the sale of surplus equipment and have been allocated in current budget (FY 17-18).

**Requested Action:** Staff requests that Council approve the request to purchase a John Deere Gator from James River Equipment for \$7,714.60.

- C. FY 2018-2019 Budget Public Hearing & Ordinance Adoption**

Enclosed in the agenda packet is Town Manager Seth Eckard's revised budget message. The revised message was posted with the proposed budget on the Town's website on June 14, 2018. Mayor Black will open the public hearing, staff will present the FY 2018-2019 Budget, and Council will receive input from our citizens.

**Requested Action:** Following the public hearing, Council will need to adopt the budget ordinance as presented, or amended, by Council.

**D. FY 2017-2018 End of Year Budget Amendment**

Enclosed in the agenda packet is a FY 2017-2018 Year End Budget Amendment prepared by Finance Director Jerry LaMaster. Mr. LaMaster will be at the meeting to present the amendment.

**Requested Action:** Staff recommends that Council approve the amendment as presented.

# READING MATERIAL

**TOWN OF VALDESE  
TOWN COUNCIL MEETING  
JUNE 4, 2018**

The Town of Valdese Town Council met on Monday, June 4, 2018, at 6:00 p.m., in the Town Council Chambers at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Susan Stevenson, Councilman Gary Delp, and Councilman Roy Sweezy. Also present were: Town Manager Seth Eckard, Town Attorney Marc Mitchell, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: Councilwoman Frances Hildebran.

A quorum was present.

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

**OPEN FORUM/PUBLIC COMMENT:**

**RECOGNITION OF VICKI HYDE:** Mayor Black presented the following resolution to Vicki McGuire Hyde:

**RESOLUTION FOR DISTINGUISHED SERVICE PRESENTED TO  
VICKIE MCGUIRE HYDE**

WHEREAS, she successfully oversaw the production of 47 programs including 9 full scale musicals; and

WHEREAS, Old Colony Players produced eleven prosperous seasons of the historic outdoor drama "From This Day Forward" under her management; and

WHEREAS, she scoured the local region for the most inexpensive can of Coke in effort to make the most profit off each can sold at the Old Colony Players concession stand; and

WHEREAS, Old Colony Players had every detail attended to whether it be the color of a button on the lead actor's costume or the color of the annuals planted in the hanging flower baskets at the amphitheater. Her attention to detail proudly gave her the nickname "Picky Vickie"; and

WHEREAS, Old Colony Players greatly benefited from her continued devotion to community theatre for over 12 years; and

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 and all of our citizens, recognize, by this resolution, Old Colony Players as a continuing asset to our historic Waldensian heritage and confers upon Vickie McGuire Hyde, the honorary title Distinguished Valdese Citizen;

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the Town of Valdese to be affixed this 4th day of June, 2018.

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

**EAGLE SCOUT PROJECT-JONAH SEVERT, 412 ITALY STREET NE, VALDESE** Mr. Severt informed Council that he would like to construct and install two concrete corn-hole boards behind Old Rock School. Mr. Severt would like to strategically place the bean bags at local sites which would encourage players to explore the town to find them before playing. Mr. Severt has met with Community Affairs Director Morrissa Angi to discuss this project. Town Manger Seth Eckard shared that this project has been reviewed and approved by staff.

**VALDESE LAKESIDE PARK-BETH HEILE, 5291 MINERAL SPRINGS MOUNTAIN AVE, VALDESE** Friends of the Valdese Rec President Beth Heile reported that Saturday was National Trails Day and parks across the nation were having events to get people off their couches and out onto the trails. FVR hosted a trails event with the support of the Valdese Recreation Department at Valdese Lakeside Park. Ms. Heile shared that the event ran Saturday morning from 8:30 a.m. to 11 a.m. with approximately 70 participants. Participants were able to choose from five different activities: trail run, bike orienteering event, hiking, disc golf lessons, or socializing with others. Ms. Heile shared that

FVR has posted signs and placed info boxes with maps at the gates. Ms. Heile shared a note of thanks to Mayor and Council' "please accept my deepest thanks for your support in acquiring this property and allowing our community to get out there and explore nature with beautiful lake views."

**LAUREL STREET- DAN HOYLE, 413 BOUCHARD AVE, VALDESE** Mr. Hoyle wished to express his concern regarding the dangers of Laurel Street. His main concerns are the area where it curves, speeding vehicles and blind intersections at Walnut and Bouchard. Mr. Hoyle stated that he is here tonight to ask Council to look at the situation and others like it all around town, with fresh eyes, asking if there is anything that can be done to make drivers realize the dangers of this road and encourage them to slow down. Mr. Hoyle offered the idea of a speed bump, three way stop intersection and/or the issuance of more speeding tickets in the area.

**ANIMAL CONTROL ORDINANCE-BLENDA ICARD, 409 PINEBURR AVE SW, VALDESE** Ms. Icard informed Council that she was in favor of the proposed animal control ordinance. Ms. Icard expressed her concern about the existing animal control ordinance, referencing an incident where a dog bit her daughter 26 times, was deemed dangerous, but still allowed to remain in town with its owner. Town Manager Seth Eckard said that staff would investigate this matter.

**SERVICE-GLENN HARVEY, 404 LOUISE AVE NE, VALDESE** Mr. Harvey shared that he was bringing a message on behalf of a number of citizens who have been raising a lot of questions recently. Mr. Harvey stated that the group understands the town has a lot of major issues to deal with and recognizes the responsibility that each member of council has taken on when they agreed to serve on the board. Mr. Harvey stated that the group wanted to express their appreciation for Council's service, share that they will not stop asking questions, and would like "everyone here to join in on applauding you for what you do for us and for what you continue to do for us."

**CARLA BERRY, 204 COLOMBO STREET NW, VALDESE** Ms. Berry commented that she has spent her entire life in Valdese, sharing some of her favorite memories and places to visit; noting that many of those places are still in town. Ms. Berry stated that if you ask 40 people about anything, you will have 40 different opinions. Ms. Berry encouraged everyone "that in whatever we do we have compromise, compassion for each other and that we go towards a goal of making Valdese the very best we can make it."

Mayor Black thanked everyone for attending and for their participation, expressing his delight to have so many citizens at the meeting. Mr. Black referenced Mr. Harvey's comment about a group of citizens who have asked some questions and had some issues they are concerned about, stating that he wants to make sure that any issues, concerns, and questions are addressed correctly and accurately. Mr. Black suggested that Mr. Harvey meet with his group, and any other interested parties, to determine a time that they would like to have a meeting and offered to provide the community room at town hall for this meeting. Mr. Black promised to make himself and Town Manager Seth Eckard available to attend this meeting to hear more about their concerns and questions, and to make sure that everyone understands the limitations of what can and cannot be done; perhaps clarifying some of the issues or concerns. Mr. Black asked Mr. Harvey to provide him the details of the meeting as soon as he is able to schedule it.

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

**APPROVED REGULAR MEETING AND CLOSED SESSION MINUTES OF MAY 7, 2018**

**APPROVED VALDESE ABC BOARD TRAVEL POLICY**

**VALDESE ABC BOARD TRAVEL POLICY**

The following guidelines will be used as a travel policy for all employees traveling on Valdese ABC Board business:

1. Reimbursement of travel expenses-

Meals will be covered on a per day rate. (Based on the current Federal Per Diem Rate) The Federal Per Diem Rates listing (found online at [www.gsa.gov](http://www.gsa.gov)) is updated on an annual basis in October. If the traveler's destination is not listed on the website, the standard rate is used.

When traveling to attend a conference, where some meals are provided by the conference, remaining meals not provided by the conference will be eligible for reimbursement on a reasonable and actual basis (receipts required).

When on a trip not involving an over-night stay, expenses (i.e. mileage, meals) will be eligible for reimbursement on a reasonable and actual basis (receipts required).

Lodging will be covered for reasonable and actual cost (receipt required). Unless attending a conference, the Federal Per Diem Listing should be used as a guideline in determining reasonable cost.

2. Board credit cards may be used to reserve lodging. Travel related cost however, should not be charged to the credit cards. All travel expenses will be covered through travel advances and / or reimbursements.
3. It is the responsibility of the General Manager to determine which meal allowances are eligible for reimbursement to employees for partial day travel. Reimbursement will be for reasonable and actual cost (receipt required).
4. All requests for travel expense reimbursement (i.e. meals, lodging, mileage, etc.) must be accompanied by a travel expense report.
5. Other issues-
  - Transportation: As a general rule, it is the Board's policy that an employee is authorized to use a private vehicle and be reimbursed at the current standard mileage rate. The current standard rate shall be the same as paid by the Town of Valdese following the IRS rate.
  - Telephone: Any employee traveling out of town and staying overnight will be allowed a personal telephone call up to \$4 per night. Board business related calls will be paid by the Board.
  - Registration: Registration fees are generally paid in advance directly to the vendor, not from travel advance.
  - Advances: The Board does permit employees to request advances whenever an estimated trip cost exceed \$25. If the cost is less than \$25, employee must seek reimbursement when the trip is completed.

Adopted the 21<sup>st</sup> day of May, 2018 by the Valdese ABC Board of Directors.

Approved this the 4<sup>th</sup> day of June, 2018.

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

Attest: /s/ Town Clerk

**APPROVED FRIDAY, JUNE 25, 2018, TAX LIEN ADVERTISING DATE FOR REAL & PERSONAL PROPERTY**

**APPROVED VEDIC BOARD OF DIRECTORS APPOINTMENTS** The VEDIC Board of Directors recommended the reappointment of Christian Ramazzini and Eddie McGlimsey, and the appointment of Thomas Winfield to the VEDIC Board. The three-year-terms will expire July 1, 2021.

**ADOPTED RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN**

**RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN**

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the Town of Valdese, has been developed and submitted to the Valdese Town Council for approval; and

WHEREAS, the Valdese Town Council finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the Town of Valdese, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Valdese Town Council of the Town of Valdese that the Local Water Supply Plan entitled, Town of Valdese Local Water Supply Plan for the year 2017 is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Valdese Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 4<sup>th</sup> day of June, 2018.

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

ATTEST: /s/ Town Clerk

**APPROVED RENEWAL OF LEASE AGREEMENT AT OLD ROCK SCHOOL** Lease agreement with Dream Connections for rental space at the Old Rock School, in the amount of \$970 per month.

**APPROVED AGREEMENT WITH WPCOG FOR ASSISTANCE IN SUPPORTING THE WESTERN PIEDMONT STORMWATER PARTNERSHIP** An agreement with WPCOG for assistance in supporting the Western Piedmont Stormwater Partnership for FY 2018-2019 in the amount of \$2,111. The partnership fee is the same as the previous two fiscal years.

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 Brian Smith. Public Works Director Bryan Duckworth introduced Meter Technician Jackson Shonewolf, and Parks and Recreation Director Doug Knight introduced Aquatic and Fitness Supervisor David Andersen.

**PUBLIC ART INSTALLATION REQUEST FROM PUBLIC ART COMMISSION** Public Art Commission Chair Linda Rostan thanked Council for their support of the upcoming train project for the 125<sup>th</sup> celebration. Ms. Rostan requested approval of a concept of adding an addition to the platform on which the train will be placed. The idea is to add more interest in the area by designing a railway like walk way, leading to a depot. Ms. Rostan stated that at the time of the arrival of the new settlers, there was not a depot, the depot the Commission plans to install is more like a gazebo. The walkway will be ADA compliant and will have gentle curves and rises. The gazebo will be made of materials that will require as little maintenance as possible. The Committee would also like to add some trees and shrubbery that would be indigenous to our area now, as well as when the original settlers arrived. Funds for this project will be secured through private donations and fundraising.

Councilman Delp made a motion to approve the Public Art Commission request to expand the commemorative art project to include a walkway and gazebo, seconded by Councilman Ogle. The vote was unanimous.

**PUBLIC SAFETY BUILDING** Fire Chief Charlie Watts informed Council that staff has been monitoring the structural faults in the public safety building for a number of years with no marginal change in those characteristics. Chief Watts stated that the extreme cold the area experienced in January created two additional cracks in the floor that weren't there previously and also worsened the cracks in the walls that had existed prior to that time. Chief Watts stated that these changes brought the structural integrity of the building into question. Chief Watts met with representatives of West & Associates and was advised that review by a structural engineer was recommended because what was in the building was beyond their expertise. Chief Watts then contacted C. Michael Alberto, III and requested an inspection of the facility. Mr. Alberto conducted a forensic inspection of the building and made recommendations based on his findings. Chief Watts shared that this report had been distributed to Council for their review and that a copy of the report can be found on the Town's website. Chief Watts highlighted the findings in Mr. Alberto's report.

Town Manager Seth Eckard stated that the building is not in any immediate danger of collapse. Mr. Alberto stated that isolated damage could occur if there were an extreme event such as a tornado. Chief Watts indicated that minimal repairs; such as, putting braces up on the outside of the building every so often and bracing the wall will be made to buy some time over the next couple of years to allow the Town to create an action plan. Mr. Eckard stated that the



Town is currently considering three options: renovate the current structure, usefulness of the BB&T building, and building a new facility. Mr. Eckard stated that the assistance of professionals is important during this process to ensure the best investment for Valdese. Mr. Eckard stated that long term solutions will be studied closely and presented to Council during next year's budget process.

Chief Watts introduced Ken Newell of SCN Architects, sharing that he selected this firm as they specialize in fire and police departments. Mr. Newell highlighted his proposal and stated that he will not duplicate the work that Mr. Alberto has already completed. Mr. Newell will develop a written program for every interior and exterior space associated with both departments, evaluate long term and short term needs of the departments, study the BB&T facility to determine if one or both departments would fit, and study the existing public safety building. SCN Architects will review the report created by Mr. Alberto and give recommendations on the existing building to determine if its use as a public safety building should be continued. SCN will also provide preliminary design options including rough estimate construction cost projections for the aforementioned buildings.

Mayor Black asked Mr. Newell if his position as an architect would influence the decision to renovate or build new and asked if entering into this contract for design services and feasibility study would bind the Town to further contract with SCN Architects. Mr. Newell stated that his firm provides various services across North Carolina and that many times it makes more sense to renovate and/or add to existing facilities than to build new. Mr. Newell stated that the Town has no obligation to contract with his firm after the study is complete; however, one benefit of using SCN for this process is that credit would be applied to future invoices for work already performed if the Town did decide to further contract with SCN.

Councilman Ogle asked if there was a way to explore options without entering into a contract. Town Manager Seth Eckard stated that staff did not have the expertise to make the necessary determinations and recommendations.

Councilman Delp stated that he didn't think Council should be asked to make an informed decision without being informed of the available options and what it may cost. Mr. Delp felt it was important to have someone that knows what they are talking about to assist with this process.

Councilwoman Stevenson said she felt it was important to have the proper information so we do not end up with this problem again. This will help us make the right decision.

Councilman Sweezy made a motion to enter into a contract with Stewart Cooper Newall Architects for design services and a feasibility study in the amount of \$17,500, and to authorize the town manager to sign the contract, seconded by Councilwoman Stevenson. The motion passed with voting as follows: Stevenson-aye, Delp-aye, Sweezy-aye. Opposed: Councilman Ogle.

**OFFER TO PURCHASE CONTRACT FOR 225 MAIN STREET E, VALDESE** Town Manager Seth Eckard presented Council with the option to purchase the BB&T building located at 225 Main Street E, Valdese, for \$400,000. Mr. Eckard informed Council that this does not commit the Town to purchase the building, rather it allows the Town a 60 day to perform due-diligence with the facility so that an informed decision can be made at the August meeting. Mr. Eckard informed Council that there is \$20,000 of earnest money that needs to be deposited. Further stating that the Town would receive those funds back if we chose to not proceed with the purchase of the property. The town will provide insurance liability coverage while the usefulness of the building is being studied by SCN Architects and staff.

Town Attorney Marc Mitchell informed Council that this is not really an option to purchase, if approved, Council will be entering into a contract to purchase the property. Mr. Mitchell further stated that Council will need to cancel this within the 60-day window if they decided they do not wish to purchase the parcel. Mr. Mitchell finished by stating that there isn't much difference between the wordings, but he wished to stress the importance of Council taking action if they later decided to not pursue this.

Councilman Delp asked if the purpose of this was to keep someone else from buying it first. Town Manager shared that BB&T would have placed this building on the market for a higher price.

Councilman Ogle noted that the Town receives \$5,500 in taxes and the County receives \$7,500 with this parcel on the tax scroll. If the Town purchases the building, that revenue will no longer be received.

Councilman Sweezy made a motion to authorize the town manager to sign a purchase contract and deposit \$20,000 in earnest money into an escrow account for the purchase of the BB&T Building located at 225 Main Street E,

Valdese, seconded by Councilman Delp. The motion passed with voting as follows: Stevenson-aye, Delp-aye, Sweezy-aye. Opposed: Councilman Ogle.

**ORDINANCE SETTING SPEED LIMIT FOR HOYLE STREET**

**ORDINANCE SETTING THE SPEED LIMIT FOR HOYLE STREET AT 25 MPH**

WHEREAS, there has been some question as to whether the speed limit for Hoyle Street is 25 mph for both north and south bound lanes; and

WHEREAS, the town council intends that the speed limit for Hoyle Street be 25 miles per hour, and it is therefore adopting this ordinance in order to confirm that the speed limit for Hoyle Street, both north and south bound, shall be 25 miles per hour;

NOW, THEREFORE, be it ordained by the Valdese Town Council that Hoyle Street is added to Appendix I, Section 116, of the Code of Ordinances, the section where streets with a 25 mile per hour speed limit are listed.

This ordinance shall become effective upon adoption.

ADOPTED this 4th day of June, 2018.

/s/ John F. Black, Jr.

ATTEST: /s/Town Clerk

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

**ADOPTION OF ANIMAL CONTROL ORDINANCE** Public Works Director Bryan Duckworth informed Council that this ordinance was a complete rewrite of the existing Animal Control Ordinance. Notable revisions are: clearer definitions, dangerous dogs section and inclusion of an appeal process. **(Note: Ordinance may be found in Ordinance Book No. 9)**

Councilman Ogle made a motion to adopt the Animal Control Ordinance as presented, seconded by Councilman Sweezy. The vote was unanimous.

**AWARD OF BID FOR VALVE REPLACEMENT PROJECT** Water Resources Director Greg Padgett provided an update on the Valve Replacement Project. Project Manager RJ Moseley of McGill Associates presented a bid tabulation for the informal bid process for the Valve Replacement Project. McGill Associates is recommending the award be made to Iron Mountain Construction Co. The project will replace two 24" butterfly valves that are part of the main water transition line from the water plant to the tanks on the other side of town. This project is expected to be completed by July 4, 2018. The bid is higher than what was allocated through the Capital Improvement Plan for this project; however, the impact on the budget should be limited as the Town acquired grant funds that can be used towards this project. Mr. Moseley stated the McGill Associates solicited bids from four companies; Iron Mountain Construction Co. was the only responsive bidder.

Councilman Ogle made a motion to award the bid for the Valve Replacement Project to Iron Mountain Construction Co. in the total bid amount of \$63,459.00, seconded by Councilwoman Stevenson. The vote was unanimous.

**PRESENTATION OF FY 2018-2019 PROPOSED BUDGET AND SCHEDULING OF PUBLIC HEARING FOR MONDAY, JUNE 25, 2018** The budget was submitted to the Valdese Town Council on Friday, May 25, 2018.

Town Manager Seth Eckard said, "Honorable Mayor Black and Members of the Valdese Town Council: It is my pleasure to respectfully submit to you the proposed budget for the fiscal year beginning July 1, 2018, and ending June 30, 2019. The proposed total of the FY 2018-2019 budget is \$10,435,336. The proposed budget includes a total General Fund Budget of \$5,681,270 and a total Utility Fund Budget of \$4,754,066. The proposed budget ad valorem tax rate will remain the same, at 54.5 cents per \$100 valuation. Economic Improvements and Constraints - The FY 2018-2019 Proposed Budget continues existing service levels while striving for a balanced financial foundation. The Town of Valdese is showing signs of moderate economic growth as is evident by low unemployment numbers and historically high sales tax revenues. The Town has successfully continued the slow process of addressing major capital projects with the funds generated by the Fiscal Year 2016-2017 tax increase.

Anticipated state collected local revenues have been calculated utilizing data supplied by the North Carolina League of Municipalities and local economic data. The Town is anticipating small increases in most of these revenue sources as a result of an improving local, state, and national economy.

The Town of Valdese successfully recruited Valdese Water Recycling Inc., to our community. Valdese Water Recycling Inc. will redevelop the blighted former Burke Mills and Alba Waldensian Warehouse properties. Valdese Water Recycling Inc. proposes approximately two million dollars of capital investment and the creation 12 new jobs. The North Carolina Department of Commerce awarded the Town a \$500,000 Community Development Block Grant to demolish the dilapidated Alba Waldensian Warehouse property.

The only unoccupied manufacturing building, of quality, left in Valdese is the Valdese Textiles building located on HWY 70. The Town of Valdese is working diligently with the property owner to find a suitable business that will create a significant number of jobs and proposes to make a substantial capital investment.

General Fund - In Fiscal Year 2018-2019, the Town plans to make strategic capital investments amongst all departments to ensure efficient and effective service delivery as well as continue to repair our aging infrastructure. The General Fund Budget reflects expenditures of \$298,000 from the Capital Reserve Fund for projects across multiple departments. Highlights include:

General Fund Capital Project Include:

- Replace patrol vehicle with over 185,000 miles in the police department
- Hydraulic combination extraction tool for the fire department
- Replace back hallway flooring in Old Rock School
- Enhance the downtown experience by installing speakers that will play ambient music
- Significant investments to Tiger Gym: replace roof, demolish annex, provide for additional storage, and address gym floor moisture issues
- Paint community center
- Replace 1986 public works bucket truck
- Patch asphalt in identified areas on Cline and Magnolia

Streets:

In the 2017-2018 fiscal year budget, the Town completed four street resurfacing projects. The Town of Valdese will continue to service the debt on the existing street resurfacing loan and make plans for another round of paving projects scheduled to take place in the 2020-2021 fiscal year budget.

Fire Department / Police Department Building:

It has come to the Town's attention that the existing fire and police department building has reached the end of its useful life. Over the next twelve-months, staff will investigate short and long-term solutions for both departments.

Employee Classification / Salary Study / Personnel Policy:

In the 2018-2019 fiscal year budget, the Town of Valdese will partner with a human resources consultant to revise our employee classification database, salary grades, and personnel policy. Our goal is to identify how Town of Valdese employee wages compare with other jurisdictions in the region and strategically implement proposed recommendations in the 2019-2020 fiscal year budget. Staff will conduct a complete overhaul of our personnel policy to ensure it is up-to-date with current human resources best practices and complies with all applicable state and federal laws.

Utility Fund - The Utility Fund budget for Fiscal Year 2018-2019 is \$4,754,066.

In the Fiscal Year 2015-2016 budget, the Town conducted a comprehensive capital improvement plan for the utility system. The study revealed that the Town has pressing needs which should be addressed to ensure high-quality water and wastewater treatment for our citizens. The Town is heading into implementation year three of our 10-year plan.

The Capital Improvement Plan contains a recommended funding model that restructures our utility rates to ensure that we will be able to pay for all of our capital needs. The Town proposes to restore the utility fund balance to a level that will accommodate future projects; this budget proposes a four percent increase in revenues.

The Town of Valdese Utility Capital Improvement Plan calls for several major investments next fiscal year. According to the model, these projects will be paid for by either grants, loans, cash reserves or a combination of the three. Each new project will be presented to the Council for approval once we hear back from various grant funders.

Utility Fund Capital Projects Anticipated to be Completed this Fiscal Year:

- Water Treatment Plant Backup Generator
- 24" Transmission Main Valve Replacement
- Waste Water Treatment Plant Grit System Replacement
- System-wide water meter replacement with smart meters (AMI Technology)
- St. Germaine Water Line Replacement
- Water Treatment Plant Motor Control Center Upgrades
- Waterline replacement projects throughout the entire system

Utility Fund Capital Projects Anticipated to Begin this Fiscal Year:

- Waste Water Treatment Plant Centrifuge Drivers & Controls Upgrade
- Main Street Waterline Replacement
- Conversion to Sodium Hypochlorite System at the Water Treatment Plant

In conclusion I would like to thank the dedicated employees of the Town for their hard work and good stewardship of the Town's resources. These people work hard and take pride in carrying out their duties. I would like to thank Mayor Black and the Town Council for their dedication in carrying out their responsibilities in providing leadership and guidance during the budgeting process." Mr. Eckard asked if there were any questions.

Councilman Ogle made a motion to set the public hearing for the FY 2018-2019 budget on Monday, June 25, 2018, 6:00 p.m., Valdese Town Hall, seconded by Councilman Sweezy. The vote was unanimous.

**BUDGET AMENDMENTS** Finance Director Jerry LaMaster presented the following budget amendments:

Budget Amendment No. 16

Subject: Thermal Camera

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.

Action Suggested:

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

Acct.			
<u>No.</u>		<u>Debit</u>	<u>Credit</u>
10.5300.740	Capital Equip	6,000	
		-----	-----
Total		\$ 6,000	\$
		=====	=====

This will result in a net increase of \$ 6,000 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.

Acct.		
<u>No.</u>		
10.3970.302 From Capital Reserve		6,000
	-----	-----
Total	\$	\$ 6,000
	=====	=====

Section 2. 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.

Budget Amendment No. 17

Subject: Earnest Money for Old BB&T Building

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.

Action Suggested:

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

Acct.		<u>Debit</u>	<u>Credit</u>
<u>No.</u>			
10.5100.720 Capital Outlay Bldgs		20,000	
		-----	-----
Total		\$ 20,000	\$
		=====	=====

This will result in a net increase of \$20,000 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.

Acct.		
<u>No.</u>		
10.3990.000 Fund Balance		20,000
	-----	-----
Total	\$	\$ 20,000
	=====	=====

Section 2. 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 two aforementioned budget amendments, seconded by Councilman Delp. The vote was unanimous.

**MAYOR AND COUNCIL COMMENTS:** Councilman Delp shared that he agrees with Mr. Hoyle's comments about the dangers of Laurel Road and hopes that something can be done before something tragic happens. Mr. Delp shared with Council that a recent newspaper article alleged that Mr. Delp built a fence to hide the view of his neighbor's yard. Mr. Delp continued to say, "I don't know how anyone knows why I constructed a fence other than me but 27 years ago when that fence was constructed, my neighbor's house was very nice and that fence was constructed at the request of my daughter who wanted to lay in the back yard without being looked at by passing cars or other houses

in the area. That fence had nothing to do with the looks of the neighbor's house as was printed in the News Herald." Mr. Delp encouraged people to take time and find out the truth before placing information in the newspaper.

Councilman Ogle asked Community Affairs Director Morrissa Angi about damage to one of the flower beds at Old Rock School. Ms. Angi shared that this damage had been noticed and will be addressed; unfortunately, the cameras at Old Rock School did not capture how it occurred. Mr. Ogle commented that the street light that Duke just installed in front of Family Dollar has already been damaged.

Councilwoman Stevenson expressed her gratitude for all of the Town's staff and thanked them for how hard they have been working, commenting on how much has been happening within the town lately.

Mayor Black informed Council that he received a letter from VEDIC Executive Director Kerri Poteat. Mr. Black shared that many years ago, the Town Council was wise enough to establish the VEDIC loan program. During the last 18 months, VEDIC has made loans of \$1,340,000 to 22 businesses; 16 of these businesses are in Burke County. These loans resulted in the creation of 439 full-time jobs and 163 part-time jobs. Mr. Black shared how significant these results are as the program was started with approximately \$5,000. Mr. Black congratulated Council on the success of this program.

**MANAGER'S REPORT:** Town Manager Seth Eckard informed Council of the following:

For the second year in a row, the Town has been awarded the AWOP Award for superior water quality.

The Fall Citizens Academy is scheduled to begin Tuesday, September 11, 2018, 6 p.m. The Academy will run for seven weeks, one day a week. Mr. Eckard encouraged the public to join. Participation is limited to 20 individuals; however, accommodations can be made if necessary.

Next Regular Council meeting scheduled for Monday, June 25, 2018, 6 p.m.

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

**CLOSED SESSION PURSUANT TO NC GENERAL STATUTE 143-318.11 (a)(5)** To establish, or to instruct the public body's staff 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 7:28 p.m., Councilwoman Stevenson made a motion to recess into Closed Session Pursuant to NC General Statute 143-318.11 (a) (5) to establish or to instruct the public body's staff 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.

Mayor Black said the closed session was only an informational item and there would be no action taken afterwards.

At 7:39 p.m., Councilman Ogle made a motion to return to Open Session, seconded by Councilman Delp. The vote was unanimous.

**ADJOURNMENT** At 7:40 p.m., there being no further business to come before Council, Councilman Delp made a motion to adjourn, seconded by Councilman Sweezy. The vote was unanimous.

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Town Clerk

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Mayor

ck

AGREEMENT BETWEEN THE  
WESTERN PIEDMONT COUNCIL OF GOVERNMENTS AND  
THE TOWN OF VALDESE  
FOR THE PROVISION OF  
TECHNICAL PLANNING ASSISTANCE:  
**July 1, 2018 – June 30, 2019**

This AGREEMENT, entered into on this the first day of July, 2018, by and between the Western Piedmont Council of Governments (hereinafter referred to as the "Planning Agency") and the Town of Valdese, North Carolina (hereinafter referred to as the "Local Government"); WITNESSETH THAT:

WHEREAS, the Planning Agency is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Planning Agency on April 17, 1972. Technical assistance shall consist of the provision of services as described in Attachment A, which is herein made a part of this Contract;

WHEREAS, the Local Government has requested the Planning Agency to provide such technical assistance to the Local Government and;

WHEREAS, the Planning Agency desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. **Personnel.** That during the period of this Contract, the Planning Agency will furnish the necessary trained personnel to the Local Government.
2. **Travel/Printing.** The Local Government will pay for expenses related to conferences, conventions, seminars, local travel, etc. of the personnel when the Local Government requests or approves travel related to the Local Government's planning program, or if it is beneficial to both parties, the costs will be shared on an agreed-upon ratio.

The Local Government will also pay for expenses related to printing of report(s), mailings to advisory boards, and other costs not related to normal travel and staffing costs associated with personnel furnished by the Planning Agency.

3. **Compensation.** That for the purpose of providing the funds for carrying out this Contract, the Local Government will pay the Planning Agency a fee not to exceed **\$23,360.00** (twenty three thousand three hundred sixty dollars) during the period beginning July 1, 2018 and ending June 30, 2019. These fees will be billed in twelve equal monthly payments of **\$1,946.67** (one thousand nine hundred forty six dollars and sixty seven cents).

4. **Termination/Modifications.** The Local Government may terminate the Contract by giving the Planning Agency a thirty-day written notice. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written consent of the other.
5. **Time of Performance.** The Planning Agency shall ensure that all services required herein shall be completed and all required reports, maps, and documents submitted during the period beginning July 1, 2018 and ending June 30, 2019.
6. **Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials.** No member, officer, or employee of the Planning Agency or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one year thereafter, shall have any financial interest, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interest in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.
7. **Nondiscrimination Clause.** No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination with any program or activity funded in whole or in part with funds available under the Housing and Community Development Act of 1974, Section 109.
8. **Age Discrimination Act of 1975, as amended.** No qualified person shall on the basis of age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.
9. **Section 504, Rehabilitation Act of 1973, as amended.** No qualified handicapped person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.



IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of the date first above written.

LOCAL GOVERNMENT:  
TOWN OF VALDESE

PLANNING AGENCY:  
WESTERN PIEDMONT COUNCIL  
OF GOVTS.

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Executive Director

PLANNING AGENCY:

By: \_\_\_\_\_  
Town Manager

By: \_\_\_\_\_  
Chairman

Preaudit statement:

This instrument has been preaudited in the manner prescribed by the Local Government Budget and Fiscal Control Act.

By: \_\_\_\_\_  
Local Government Finance Officer

ATTACHMENT A  
TOWN OF VALDESE  
TECHNICAL PLANNING ASSISTANCE:  
**JULY 1, 2018 – JUNE 30, 2019**

WORK PROGRAM/BUDGET

The following work program and budget are presented as descriptive of the work and dollar amounts called for in the agreement concerning planning activities by the Western Piedmont Council of Governments for the Town of Valdese. These planning activities shall include:

Technical planning assistance, advice and opinions will be provided to the Town Manager, Planning Director, Planning Board and Board of Adjustment by the WPCOG staff on an as needed basis. It is understood that priority changes and/or substitutions may be made by the Town Manager or Planning Director as needed to include work in such areas as code interpretation, code amendments, zoning administration, subdivision administration, watershed administration or other planning-related topics, not to exceed the dollar/time/travel amount of this contract.

BUDGET

The contract budget -- including all salaries, fringe benefits, travel expenses and indirect costs -- totals **\$23,360.00** (twenty three thousand three hundred sixty dollars) to be billed in twelve equal payments of **\$1,946.67** (one thousand nine hundred forty six dollars and sixty seven cents) starting July 1, 2018 and ending June 30, 2019.

NORTH CAROLINA

AGREEMENT

BURKE COUNTY

**THIS AGREEMENT**, made this \_\_\_\_ day of June, 2018, by and between the County of Burke, a body politic and corporate of the State of North Carolina (hereinafter, the “County”); and the City of Morganton, a municipal corporation (hereinafter, “Morganton”), and the Town of Valdese, a municipal corporation (hereinafter, “Valdese”), (Morganton and Valdese being hereinafter jointly referred to as the “Municipalities”);

**WITNESSETH:**

**WHEREAS**, the County and the Municipalities together created the E911 system, owned by and operated by the County under the terms of an Interlocal Agreement dated December 21, 2011 (the “911 Agreement”); and

**WHEREAS**, the Municipalities each gave notice to the County in December, 2017, that they were withdrawing from active participation and financial support of the E911 system under the 911 Agreement, effective June 30, 2018; and

**WHEREAS**, after giving notice of withdrawal from the 911 Agreement, the Municipalities later determined that the operation of the Record Management System (“RMS”) by the Municipalities, separate and apart from the E911 system, would place their law enforcement officers in a significant safety disadvantage, and so have petitioned the County that the RMS continue to be part of the E911 system administered and hosted by the County, in which they be allowed to participate; and

**WHEREAS**, the County after consideration has agreed to allow the Municipalities to participate in the RMS, so long as certain safeguards are built into this Agreement for the protection of the County;

**NOW, THEREFORE**, in consideration of the premises, and the mutual covenants contained herein, the parties hereto are agreed as follows:

1. **ACCEPTANCE OF THE MUNICIPALITIES AS PARTICIPANTS.** The County does hereby accept the Municipalities as participants in the County’s RMS, for the term herein stated upon the payment of the monetary consideration set forth herein, and upon the terms and conditions hereinafter set forth.

2. **TERM.** The term of this Agreement shall be a period of four (4) years, beginning on July 1, 2018, and extending until June 30, 2022. Unless a party withdraws, as provided herein, this Agreement shall automatically extend for an additional four year term, from July 1, 2022, until June 30, 2026.

3. **LOCATION.** The RMS hardware and operations system shall be the property of the County, and shall be housed in the County's E911 facility. Replacement hardware, servers, and storage arrays shall also become the property of the County and shall be housed in the County's E911 facility.

4. **COST OF MAINTENANCE AND REPLACEMENT OVER TERM.** The cost of maintenance and replacement of the RMS during the first year of the Term shall be the following:

	BCSO	MDPS	VPD
OSSI Products Shared by all agencies	\$ 8,226.25	\$ 6,251.95	\$ 1,974.30
OSSI Products Shared by BCSO & MDPS	\$10,338.30	\$10,338.29	
Server Replacement Costs	\$20,000.00	\$15,200.00	\$ 4,800.00
Yearly Storage Cost	\$ 1,800.00	\$ 1,368.00	\$ 432.00
Total	\$40,364.55	\$33,158.24	\$ 7,206.30

The cost of maintaining and replacing the RMS over the course of the Term is shown as follows:

	Year 1	Year 2	Year 3	Year 4		
BCSO	\$40,364.55	\$40,364.55	\$20,364.55	\$20,364.55		
MDPS	\$33,158.24	\$33,158.24	\$17,958.24	\$17,958.24		
VPD	\$ 7,206.30	\$ 7,206.30	\$ 2,406.30	\$ 2,406.30		

Morganton agrees to pay the sums set forth above for "MDPS" (Morganton Department of Public Safety). Valdese agrees to pay the sums set forth above for "VPD" (Valdese Police Department). The County agrees to pay the sums set forth above for "BCSO" (Burke County Sheriff's Office).

The Municipalities agree to pay their annual share of costs as set forth above for each year of this Agreement.

Payment of server, hardware and storage arrays replacement costs will be made to the County in advance for each upcoming year of the Term. Payment of the first year's costs will be made upon execution of this Agreement. Payment of subsequent years' costs shall be made on June 1 of each succeeding year, beginning with 2019. Failure to pay the sums due within fifteen (15) days of the due date shall be a default under this Agreement.

Payment for Modules (as defined herein), their updates and replacements, shall be made by the party that owns the Module upon receipt of a billing statement from Superior Company. That party shall promptly bill the other parties for their share. Failure to pay the sums due within fifteen (15) days of the due date shall be a default under this Agreement.

The amounts set forth above are best estimates of the RMS costs during the coming four (4) years. Should there be any difference between the amounts set forth above and the actual charges for server, hardware and storage arrays replacement costs for such year, the County's IT Department will calculate and issue to the Municipalities an updated and accurate amount, which they shall promptly pay. The updated costs, as determined by the County's IT Department, shall be final, and binding upon the parties hereto. Any changes in costs to Modules from Superior Company shall likewise be passed along to the parties in the proportions set forth below.

5. **RMS MODULES.** The following Modules make up the RMS. The cost of such Modules, and the proposed users thereof, are also set forth.

Joint Agency	BCSO / MDPS / VPD	MDPS / BCSO
Agency Rate	50% / 38% / 12%	50% / 50%
Software Module	Total Cost of the Module	
OSSI Base Mobile Server Software Client <sup>1</sup>		\$ 2,686.35
OSSI Base Mobile Server Software Client <sup>2</sup>		\$ 3,099.65
OSSI MCT Client for Digital Dispatch <sup>3</sup>		\$ 3,991.89
OSSI MCT Client for Digital Dispatch <sup>4</sup>		\$ 6,762.12
OSSI Property and Evidence Module		\$ 1,050.67
OSSI Bar Coding Server License		\$ 477.57
OSSI Police to Citizen Module		\$ 1,377.63
OSSI RMS Canine Tracking Module		\$ 1,010.27
OSSI Canine Module in MFR		\$ 220.44
OSSI Pistol Mugshot System	\$ 2,422.50	
OSSI Client Base Records Management System <sup>5</sup>	\$ 5,038.44	
OSSI Client Base Records Management System <sup>6</sup>	\$ 7,420.34	
OSSI Client Mugshot Display Software	\$ 1,571.22	
Total	\$ 16,452.50	\$ 20,676.59

As used herein, the term "Module" refers to specific software programs produced by Superior Company. A Module, along with its updates and replacements, shall remain the property of the party that purchased it and has the license for it, and may be reclaimed by that party at the conclusion of the Term.

6. **TRAINING.** All parties hereto shall be responsible for their employees or other affiliated users of the RMS having all adequate and necessary training and certification for the RMS.

Any misuse of the RMS by an employee or affiliated use of one of the parties hereto shall be the sole responsibility of that party, including payment for damage or replacement of a revoked license.

7. **DEFAULT.** The following shall be considered a default under this Agreement:

(a) The failure of any party to pay any sums due under this Agreement, as such come due.

(b) The creation of, or participation in, a separate RMS by a Municipality during the Term of this Agreement.

8. **WITHDRAWAL.** A party may withdraw from this Agreement at the end of year 4, by giving written notice to the other parties one year in advance. If a party does not withdraw, this Agreement shall automatically renew for a second term of four (4) years.

9. **TERMINATION.** This Agreement may be terminated prior to the end of the Term, or of the Renewal Term, only by the written agreement of the three (3) parties hereto.

Should a Municipality declare its unilateral withdrawal from this Agreement, or otherwise default under this Agreement, then all sums remaining owing by the Municipality under Section 4 hereof shall immediately come due and payable and said Municipality shall promptly pay the same to the County. Additionally, the County shall have all other rights and remedies against the withdrawing Municipality allowed by law.

10. **NOTICES.** Any notice required to be given pursuant to this Agreement shall be in writing and shall be sent by certified mail, registered mail, or hand delivery to the parties at the addresses set forth below:

The County: Kenneth B. Steen, Manager  
County of Burke  
P. O. Box 219  
Morganton, NC 28680

Morganton: Sally W. Sandy, Manager  
City of Morganton  
P. O. Box 3448  
Morganton, NC 28680

Valdese: Seth Eckard, Manager  
Town of Valdese  
P. O. box 339  
Valdese, NC 28690

11. **PARTIES BOUND.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective legal representatives, assigns and successors.

12. **LEGAL CONSTRUCTION.** In case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision in this Agreement and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

13. **ENTIRE AGREEMENT.** This agreement constitutes the sole and only agreement of the parties and supersedes any prior understanding or written or oral agreements between the parties respecting the subject matter of this Agreement.

14. **GOVERNING LAW.** This Agreement shall be construed under and in accordance with the laws of the State of North Carolina, and all obligations of the parties created under this Agreement are performable in Burke County, North Carolina.

15. **NO ASSIGNMENT.** Neither this Agreement nor any duties or obligations under it shall be assignable by either party without the prior written consent of the other parties. In the event of an Assignment by a party to which the other parties have consented, the assignee shall agree in writing to personally assume, perform, and be bound by all of the covenants, obligations and agreements contained in this Agreement.

16. **AMENDMENT.** This Agreement may be only amended by a written instrument signed by all parties.

17. **MULTIPLE COUNTERPARTS.** This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original for all purposes.

**IN WITNESS WHEREOF,** the parties hereto have executed this Agreement, as of the date set forth above.

(Signatures continued on following page.)

**COUNTY OF BURKE**

By: \_\_\_\_\_

Attest:

\_\_\_\_\_

**CITY OF MORGANTON**

By: \_\_\_\_\_

Attest:

\_\_\_\_\_

**TOWN OF VALDESE**

By: \_\_\_\_\_

Attest:

\_\_\_\_\_



Footnotes:

1. Superior Contact #070596 – Mobile field reporting module support cost based on a certain amount of licensing.
2. Superior Contact #081287 – Mobile Dispatch module support cost based on a certain amount of licensing.
3. Superior Contact #070596 – Mobile field reporting module support cost based on a certain amount of licensing.
4. Superior Contact #081287 – Mobile Dispatch module support cost based on a certain amount of licensing.
5. Superior Contact #5223-RMS – RMS Application Support based off a certain number of licenses.
6. Superior Contact MAIN-OES – RMS Application Support based off a certain number of licenses.



# Town of Valdese

## Agenda Packet

### Communication Notes

**Submitted by:** Bryan Duckworth  
Public Works Director

**Department:** Public Works  
Street Department

**Contact Number:** 828-879-2128

**Date Submitted:** June 15, 2018

**Email:** [bduckworth@valdesenc.gov](mailto:bduckworth@valdesenc.gov)

**Date of Council Meeting to consider item:** June 25, 2018

**Council Action Requested:** Approval of Purchase John Deere Gator – Public Works Department  
State Contract – James River Equipment

**Funding** – Current Budget - Line Item 10-5600-740

**Special Information:**

Purchase of this equipment be funded from the sale of surplus equipment from Public Works. This piece of equipment will be used to maintain Main St landscape, spraying curbs and sidewalks, manhole inspection on sewer outfalls, sanitation pick up during town sponsored events.



**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

James River Equipment  
 635 Mocksville Hwy  
 Statesville, NC 28625  
 704-872-6411  
 jsloan@jamesriverequipment.com

**Quote Summary**

**Prepared For:**  
 Town Of Valdese  
 Po Box 339  
 Valdese, NC 28690

**Delivering Dealer:**  
**James River Equipment**  
 Zach Lawrence  
 635 Mocksville Hwy  
 Statesville, NC 28625  
 Phone: 704-872-6411  
 Mobile: 336-391-2046  
 zach.lawrence@jamesriverequipment.com

**Quote ID:** 17616552  
**Created On:** 13 June 2018  
**Last Modified On:** 13 June 2018  
**Expiration Date:** 13 July 2018

**Equipment Summary**

	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
JOHN DEERE TS (Model Year 18)	\$ 7,226.79 X	1 =	\$ 7,226.79

**Contract:** NC Grounds Maintenance Equip 515B (PG 2Y CG 22)  
**Price Effective Date:** January 2, 2018

**Equipment Total** **\$ 7,226.79**

\* Includes Fees and Non-contract items

**Quote Summary**

Equipment Total	\$ 7,226.79
Trade In	
SubTotal	<b>\$ 7,226.79</b>
Sales Tax - (6.75%)	\$ 487.81
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 7,714.60
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 7,714.60</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:  
 Hickory Home & Garden Center  
 336 Highway 321 Nw  
 Hickory, NC 28601  
 828-328-2361  
 hhgcsales@charter.net

Quote Summary

Prepared For:  
 Town Of Valdese  
 Po Box 339  
 Valdese, NC 28690

Delivering Dealer:  
 Hickory Home & Garden Center  
 Tommy Eggers  
 336 Highway 321 Nw  
 Hickory, NC 28601  
 Phone: 828-328-2361  
 hhgcsales@charter.net

Quote ID: 17532626  
 Created On: 01 June 2018  
 Last Modified On: 01 June 2018  
 Expiration Date: 30 June 2018

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE TX (Model Year 18)	\$ 8,719.00	\$ 7,323.96 X	1 =	\$ 7,323.96
Contract: NC Grounds Maintenance Equip 515B (PG 2Y CG 22) Price Effective Date: January 2, 2018				
Drawbar/ ball mount for 1.25 in. receiver hitch	\$ 38.51	\$ 32.35 X	1 =	\$ 32.35
Contract: NC Grounds Maintenance Equip 515B (PG 2Y CG 22) Price Effective Date: January 2, 2018				
<b>Equipment Total</b>				<b>\$ 7,356.31</b>

\* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 7,356.31
Trade In	
SubTotal	\$ 7,356.31
Sales Tax - (6.75%)	\$ 496.55
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 7,852.86
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 7,852.86</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Confidential



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:  
 Hickory Home & Garden Center  
 336 Highway 321 Nw  
 Hickory, NC 28601  
 828-328-2361  
 hhgcsales@charter.net



# TOWN OF VALDESE

NORTH CAROLINA'S FRIENDLY TOWN

P.O. BOX 339

VALDESE, NORTH CAROLINA 28690-0339

PHONE (828) 879-2116

FAX (828) 879-2139

OFFICE OF THE TOWN MANAGER

## TOWN OF VALDESE BUDGET MESSAGE 2018 – 2019

**TO:** Mayor John F. “Chip” Black, Jr.  
 Councilman Gary Delp – Ward 1  
 Councilwoman Susan Stevenson – Ward 2  
 Councilman Roy Sweezy – Ward 3  
 Councilwoman Frances Hildebran – Ward 4  
 Councilman Keith Ogle – Ward 5

**FROM:** Seth Eckard, Town Manager

**DATE:** June 14, 2018

**SUBJECT:** Proposed 2018 – 2019 Town of Valdese Budget

### **Honorable Mayor Black and Members of the Valdese Town Council:**

It is my pleasure to respectfully submit to you the proposed budget for the fiscal year beginning July 1, 2018, and ending June 30, 2019. The proposed total of the FY 2018-2019 budget is \$10,435,336. The proposed budget includes a total General Fund Budget of \$5,681,270 and a total Utility Fund Budget of \$4,754,066. The proposed budget ad valorem tax rate will remain the same, at 54.5 cents per \$100 valuation.

### **Economic Improvements and Constraints**

The FY 2018-2019 Proposed Budget continues existing service levels while striving for a balanced financial foundation. The Town of Valdese is showing signs of moderate economic growth as is evident by low unemployment numbers and historically high sales tax revenues. The Town has successfully continued the slow process of addressing major capital projects with the funds generated by the Fiscal Year 2016-2017 tax increase.

Anticipated state collected local revenues have been calculated utilizing data supplied by the North Carolina League of Municipalities and local economic data. The Town is anticipating small increases in most of these revenue sources as a result of an improving local, state, and national economy.

The Town of Valdese successfully recruited Valdese Water Recycling Inc., to our community. Valdese Water Recycling Inc. will redevelop the blighted former Burke Mills and Alba Waldensian Warehouse properties. Valdese Water Recycling Inc. proposes approximately two million dollars of capital investment and the creation 12 new jobs. The North Carolina Department of Commerce awarded the Town a \$500,000 Community Development Block Grant to demolish the dilapidated Alba Waldensian Warehouse property.

**Proposed 2018-2019 Town of Valdese Budget****May 18, 2018****Page 2 of 3**

The only unoccupied manufacturing building, of quality, left in Valdese is the Valdese Textiles building located on HWY 70. The Town of Valdese is working diligently with the property owner to find a suitable business that will create a significant number of jobs and proposes to make a substantial capital investment.

**General Fund**

In Fiscal Year 2018-2019, the Town plans to make strategic capital investments amongst all departments to ensure efficient and effective service delivery as well as continue to repair our aging infrastructure.

The General Fund Budget reflects expenditures of \$298,000 from the Capital Reserve Fund for projects across multiple departments. Highlights include:

General Fund Capital Project Include:

- Replace patrol vehicle with over 185,000 miles in the police department
- Hydraulic combination extraction tool for the fire department
- Replace back hallway flooring in Old Rock School
- Enhance the downtown experience by installing speakers that will play ambient music
- Significant investments to Tiger Gym: replace roof, demolish annex, provide for additional storage, and address gym floor moisture issues
- Paint community center
- Replace 1986 public works bucket truck
- Patch asphalt in identified areas on Cline and Magnolia

Streets:

In the 2017-2018 fiscal year budget, the Town completed four street resurfacing projects. The Town of Valdese will continue to service the debt on the existing street resurfacing loan and make plans for another round of paving projects scheduled to take place in the 2020-2021 fiscal year budget.

Fire Department / Police Department Building:

It has come to the Town's attention that the existing fire and police department building has reached the end of its useful life. Over the next twelve-months, staff will investigate short and long-term solutions for both departments.

Employee Classification / Salary Study / Personnel Policy:

In the 2018-2019 fiscal year budget, the Town of Valdese will partner with a human resources consultant to revise our employee classification database, salary grades, and personnel policy. Our goal is to identify how Town of Valdese employee wages compare with other jurisdictions in the region and strategically implement proposed recommendations in the 2019-2020 fiscal year budget. Staff will conduct a complete overhaul of our personnel policy to ensure it is up-to-date with current human resources best practices and complies with all applicable state and federal laws.

**Proposed 2018-2019 Town of Valdese Budget****May 18, 2018****Page 3 of 3****Utility Fund**

The Utility Fund budget for Fiscal Year 2018-2019 is \$4,754,066.

In the Fiscal Year 2015-2016 budget, the Town conducted a comprehensive capital improvement plan for the utility system. The study revealed that the Town has pressing needs which should be addressed to ensure high-quality water and wastewater treatment for our citizens. The Town is heading into implementation year three of our 10-year plan.

The Capital Improvement Plan contains a recommended funding model that restructures our utility rates to ensure that we will be able to pay for all of our capital needs. The Town proposes to restore the utility fund balance to a level that will accommodate future projects; this budget proposes a four percent increase in revenues.

The Town of Valdese Utility Capital Improvement Plan calls for several major investments next fiscal year. According to the model, these projects will be paid for by either grants, loans, cash reserves or a combination of the three. Each new project will be presented to the Council for approval once we hear back from various grant funders.

Utility Fund Capital Projects Anticipated to be Completed this Fiscal Year:

- Water Treatment Plant Backup Generator
- 24" Transmission Main Valve Replacement
- Waste Water Treatment Plant Grit System Replacement
- System-wide water meter replacement with smart meters (AMI Technology)
- St. Germaine Water Line Replacement
- Water Treatment Plant Motor Control Center Upgrades
- Waterline replacement projects throughout the entire system

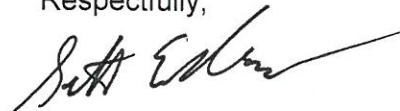
Utility Fund Capital Projects Anticipated to Begin this Fiscal Year:

- Waste Water Treatment Plant Centrifuge Drivers & Controls Upgrade
- Main Street Waterline Replacement
- Conversion to Sodium Hypochlorite System at the Water Treatment Plant

**Conclusion**

I would like to thank the dedicated employees of the Town for their hard work and good stewardship of the Town's resources. These people work hard and take pride in carrying out their duties. I would like to thank Mayor Black and the Town Council for their dedication in carrying out their responsibilities in providing leadership and guidance during the budgeting process.

Respectfully,



Seth Eckard  
Town Manager

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

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

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

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

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

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

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

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



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

Program Cost: \$18,000

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

### Water

#### *Inside Water – Residential*

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

#### *Outside Water – Residential*

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

#### *Inside Water – Commercial*

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

#### *Outside Water – Commercial*

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

#### *Inside Water - Industrial*

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

#### *Outside Water - Industrial*

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

### Sewer

#### *Inside Sewer – Residential*

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

#### *Outside Sewer – Residential*

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

#### *Inside Sewer – Commercial*

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

#### *Outside Sewer – Commercial*

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

#### *Inside Sewer - Industrial*

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

#### *Inside Sewer - Industrial*

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

Utility Deposits

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

Non-Payment Fee \$ 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 Council \_\_\_\_\_, and seconded by Council \_\_\_\_\_, the vote was \_\_\_\_\_.

This ordinance is adopted on this the 25<sup>th</sup> day June, 2018.

\_\_\_\_\_  
John F. "Chip" Black, Jr., Mayor

Attest: \_\_\_\_\_  
Town Clerk

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

**SUPPLEMENTAL YEAR END BUDGET AMENDMENT****GENERAL FUND**

Total Revenue:

278,652

2014 Ad Valorem Tax	10.3010.141	9,000
2015 Ad Valorem Tax	10.3010.151	11,000
2016 Ad Valorem Tax	10.3010.161	14,000
2016 Motor Vehicle Tax	10.3010.162	15,000
2017 Motor Vehicle Tax	10.3010.172	25,000
Tax Penalty & Int	10.3170.000	10,000
Interest on Investments	10.3290.000	5,000
Sales Tax	10.3450.010	10,000
Sales Tax Refund	10.3670.000	40,000
Real Propert Sale	10.3820.000	
Real Propert Sale	10.3820.000	(61,490)
Real Propert Sale	10.3830.000	61,490
Community Center Memberships	10.3970.030	(9,005)
From Utility - Rec	10.3970.302	10,000
From Utility - Public Art	10.3970.302	6,000
Proceeds From Financing	10.3995.560	62,703
Proceeds From Financing	10.3995.560	8,439
From CRF	10.3980.000	57,840
Fund Balance - Public Art	10.3990.000	3,675

Expenditures:

<b>Administration</b>			<b>52,000</b>
Salaries & Wages	10.4200.020	4,000	
Part Time	10.4200.022	15,000	
Professional Services	10.4200.040	15,000	
Unemployment Charges	10.4200.080	(8,000)	
Dept Supplies	10.4200.330	3,000	
NC Sales Tax	10.4200.370	10,000	
County Sales Tax	10.4200.390	5,000	
Contracted Services	10.4200.450	8,000	
Library	10.4200.930		
<b>Planning</b>			<b>2,995</b>
Part Time	10.4900.022	1,000	
Professional Services	10.4900.042		
Maint & Repair Bldg-Whisnant	10.4900.151	2,400	
Maint & Repair Bldg-Equip	10.4900.160	4,000	
Contract Services	10.4900.450	6,000	
Whisnant St	10.4900.452	8,500	
IT Projects	10.4900.721	(18,905)	

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

**SUPPLEMENTAL YEAR END BUDGET AMENDMENT****GENERAL FUND**

Police			5,000
Salaries & Wages	10.5100.020	33,000	
Extra Duty Hours	10.5100.024	(23,000)	
Group Insurance	10.5100.060	(5,000)	
Fire			10,000
Salaries & Wages	10.5300.020	10,000	
Part Time	10.5300.022		
Maint & Repair Auto	10.5300.170	10,000	
Debt Service	10.5300.912	(10,000)	
Street			128,982
Salaries & Wages	10.5600.020		
Professional Services	10.5600.040		
Maint & Repair Bldgs	10.5600.150	57,840	
Paving	10.5600.150	62,703	
Maint & Repair Equip	10.5600.160	(8,000)	
Capital Outlay - Equip	10.5600.740	8,439	
Transfer to CFR	10.5600.961	8,000	
Recreation			66,000
Salaries	10.6200.020		
Part Time	10.6200.022	6,000	
Professional Services	10.6200.040	8,000	
Utility Exp - Gas	10.6200.131	15,000	
Maint & Repair Bldgs	10.6200.150	18,000	
Dept Supplies	10.6200.330	5,000	
Contract Services	10.6200.450	20,000	
Debt Service	10.6200.910	(6,000)	
Community Affairs			13,675
Salaries & Wages	10.6250.020	4,000	
Public Art	10.6250.926	9,675	
Total Expenditures			<u><u>278,652</u></u>

0

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

**SUPPLEMENTAL BUDGET AMENDMENT**

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