

**TOWN OF VALDESE
TOWN COUNCIL MEETING
MARCH 5, 2018**

The Town of Valdese Town Council met on Monday, March 5, 2018, at 6:00 p.m., in the Town Council Chambers at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, and Councilman Roy F. Sweezy. Also present were: Town Manager Seth Eckard, Town Attorney Marc Mitchell, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: Councilman Gary L. Delp.

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: None.

CONSENT AGENDA: (enacted by one motion)

APPROVED REGULAR MINUTES OF FEBRUARY 5, 2018

APPROVED SPECIAL MEETING MINUTES OF FEBRUARY 13, 2018

APPROVED ORDINANCE DECLARING ROAD CLOSURES FOR TOWN OF VALDESE SPECIAL EVENTS

**AN ORDINANCE DECLARING ROAD CLOSURE
FOR TOWN OF VALDESE SPECIAL EVENTS**

WHEREAS, the Town of Valdese desires to schedule an Independence Day Celebration, Annual Waldensian Festival; Treats in the Streets; and the Annual Valdese Christmas Parade; and

WHEREAS, part of US 70/Main Street in Valdese will need to be closed for each of these special events; and

WHEREAS, G.S. 20-169 provides that local authorities shall have power to provide by ordinance for the regulation of the use of highways by processions or assemblages;

NOW, THEREFORE, be it ordained by the Town Council of the Town of Valdese pursuant to G.S. 20-169 that the following portion of the State Highway System be closed during the times set forth below:

2018 Independence Day Celebration
Friday, June 29, 2018, 5:00 p.m. until 11:00 p.m.
(Description of Closure: 1.19 mi. US 70 Main St from Hoyle St to Eldred St)

2018 Waldensian Festival Kickoff Celebration
Friday, August 10, 2018, 5:00 p.m., until 11:00 p.m.
(Description of Closure: 1.19 mi. US 70 Main St from Hoyle St to Eldred St)

2018 Waldensian Festival Celebration
Saturday, August 11, 2018, 5:30 a.m. until 11:00 p.m.
(Description of Closure: 1.19 mi. US 70 Main St from Hoyle St to Eldred St)

2018 Valdese Treats in the Streets
Wednesday, October 31, 2018, 3:30 p.m. until 6:30 p.m.
(Description of Closure: 1.19 mi. US 70 Main St from Hoyle St to Eldred St)

2018 Annual Valdese Christmas Parade
Saturday, December 1, 2018, 9:45 a.m. until 12 Noon
(Description of Closure: 1.19 mi. US 70 Main St from Hoyle St to Eldred St)

Signs shall be erected giving notice of the limits and times of these street closures as required by G.S. 20-169.

THIS, the 5th day of March, 2018.

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

ATTEST: /s/ Town Clerk

APPROVED FRIDAY, APRIL 13, 2018 AS TAX LIEN ADVERTISING DATE FOR REAL & PERSONAL PROPERTY

APPROVED REAPPOINTMENT TO VALDESE ABC BOARD W.T. Sorrell, III was reappointed to the Valdese ABC Board for a first, full three-year term which expires April 1, 2021.

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

End Consent Agenda

ITEMS REMOVED FROM CONSENT AGENDA: None.

INTRODUCTION OF NEW EMPLOYEE Fire Chief Charlie Watts introduced Fire Marshal Keshia Smith. Ms. Smith has been employed as a part-time fire fighter for almost two years; she was recently promoted to Fire Marshal.

TOWN OF VALDESE MISSION STATEMENT Council held a strategic planning retreat on January 8, 2018 at the WPCOG Offices. During this retreat, Council provided recommendations for a mission statement for the Town. Mayor Black encouraged Council to review the proposed mission statement and send any comments or revisions to Town Manager Seth Eckard. The mission statement will be reviewed at a future meeting.

FAÇADE GRANT REQUEST FROM SALON ON MAIN: Community Affairs Director Morrissa Angi presented a request from Salon on Main for a Façade Grant in the amount of \$2,500. Grant funds will be used to help fund the installation of new entry doors at Salon on Main. The total cost of the project to install new doors is \$5,400. Staff will be contacting the business owner to offer an opportunity to hold a ribbon cutting ceremony at their new location.

Councilman Ogle made a motion to approve the aforementioned Façade Grant in the amount of \$2,500.00, seconded by Councilman Sweezy. The vote was unanimous.

MEMORANDUM OF UNDERSTANDING WITH VALDESE WATER RECYCLING Town Manager Seth Eckard introduced Walter Currie of Campbell Shatley, PLLC, the firm that is providing legal oversight of this matter. In 2016, Valdese Water Recycling, LLC purchased the old Alba Waldensian Mill with the intent to demolish the dilapidated building on the property and construct a new facility. Valdese Water Recycling, LLC is seeking assistance from the town, in the form of a CDBG grant. The company has offered to provide match money if a grant is awarded to the town. Mr. Currie informed Council that there are two tracts of land in this discussion; a 3.32-acre tract of land on the other side of the railroad tracks that will be given to the town and a 3.16-acre tract containing the building that is to be demolished. Mr. Currie informed Council that the building will be severed from the real estate by declaring it as personal property. At that time, Valdese Water Recycling, LLC would provide the town with a deed, declaring the building personal property and enter into a short-term ground lease with the town. The town will then contract with a demolition company to tear down the existing structure. Lastly, the town will require a performance bond from Valdese Water Recycling, bonding the company to perform as agreed upon. Sherry Long of Western Piedmont Council of Governments will be overseeing the grant application process.

Town Manager Seth Eckard informed Council that the memorandum of understanding between the town and Valdese Water Recycling, LLC needs to be approved and Council needs to call for a public hearing at the next Council meeting.

Councilwoman Hildebran asked what liability the town has if the grant is not awarded. Mr. Eckard informed her that if the town is not awarded the grant, the project will be canceled. Valdese Water Recycling, LLC has agreed to pay the match money for the grant; therefore, the town will not incur any expenses for the project.

Mayor Black asked what the risk to the town is, assuming this project goes forward and the CDBG grant is approved and awarded to the town.

Attorney Walter Currie stated that there is a short-term risk while the town owns the building (before it gets torn down); expressing confidence as it should be covered through the town's insurance. Mr. Currie also explained that once the

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town awards a contract to a demolition company, that company will be required to provide insurance as well. Mr. Currie said, “down the road, the main risk is that the recycling company doesn’t do what it said its going to do; that is why we decided that you should require a performance bond, to make sure that those things do happen.” The Memorandum of Understanding requires the performance bond to be in place for a five-year period.

Town Manager Seth Eckard informed Council of some of the benefits to the town, shall Council decide to proceed with this project. One of the main benefits is clearing a dilapidated, blighted building from downtown, with a company committing to building a new facility. Additionally, the company has agreed to partner with the town, agreeing to accept materials from citizens that Valdese Water Recycling, LLC will properly dispose of, at no charge. The town will also receive a 3.32-acre parcel of land near the railroad tracks.

Larry Leonhardt spoke on behalf of the owner of Valdese Water Recycling, LLC, sharing that the company plans to build a 10,000 sq. ft building on the lot. The building will have a working laboratory where testing of the water from different streams will occur to make sure that they are ready to be sent to the city. This site will be for the company headquarters and testing. Processing will still occur at the Burke Mills site, so heavy traffic will not be an issue at this site.

Councilman Ogle made a motion to approve the Memorandum of Understanding with Valdese Water Recycling, LLC and call for a CDBG second public hearing on April 2, 2018, seconded by Councilman Sweezy. The vote was unanimous.

DISCUSSION OF INTERSECTIONS AT ST. GERMAIN, RODORET, MASSEL AVE Public Works Director Bryan Duckworth provided an update on the traffic signal issue at the intersection of Saint Germain Ave and Rodoret Street. The traffic signal is over 35 years old and has cycling issues, causing it to not change from red to green. The control panel will need to be repaired and upgraded to resolve this issue which may cost up to \$10,000. Public Works has contracted with a traffic engineer to conduct a study on the intersection to determine if the repair should be made or if a different traffic control should be placed at this intersection. The engineer will also evaluate the intersection of Massel Ave and Rodoret Street to evaluate the location of the stop signs at this intersection. Staff will present the engineer’s recommendations at the next Council meeting.

ARBOR DAY PROCLAMATION AND TREE CITY CELEBRATION UPDATE Mayor Black presented the following proclamation:

ARBOR DAY 2018 PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, 2018 is the 146th Anniversary of the holiday and Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut our heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the Town of Valdese has received the prestigious Tree City USA award for the past 30 years.

NOW, THEREFORE, I, John F. Black, Jr., Mayor of the Town of Valdese, North Carolina, do hereby proclaim Friday, March 16, 2018, as the 146th Anniversary celebration of

“Arbor Day 2018”

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in the Town of Valdese and the Town will hold an Arbor Day Event in conjunction with Valdese Elementary School at the Old Rock School on Friday, March 16, 2018, 1:15 p.m., regarding tree planting and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

This 5th day of March, 2018.

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

Public Works Director Bryan Duckworth shared that the town has partnered with Settlemyre Nursery to provide vouchers for \$10.00 off Musckogee Crape Myrtle trees as part of the 30-year Tree City Anniversary celebration. These vouchers will be available at Old Rock School and at Settlemyre Nursery's booth at the April Craft Market on April 14, 2018.

PUBLIC HEARING – INTENT TO CLOSE A SECTION OF WHISNANT STREET Mayor Black reconvened the public hearing that has continued since December 4, 2017 and asked if anyone from the public would like to speak. Public Works Director Bryan Duckworth informed Council that Mr. Shatley is currently looking into options to improve his parking situation at Alray Tire; he will be grading behind his facility to provide employee parking. With no additional comments, the public hearing was closed.

STREET CLOSING ORDER

Prepared by/mail to: MARC MITCHELL, P.A., PO DRAWER 69, VALDESE, NC 28690

A RESOLUTION ORDERING THE CLOSING OF THAT SECTION OF WHISNANT STREET SE described in the attached Exhibit A.

WHEREAS, on the 2nd day of October, 2017, the town council of the Town of Valdese adopted a resolution of intent (the Resolution) to close that section of Whisnant Street SE described in the attached Exhibit A; and

WHEREAS, the Resolution called for a public hearing on December 4, 2017, and it directed the town clerk to publish the Resolution at least once each week for four successive weeks before the public hearing; and

WHEREAS, the Resolution directed the town clerk to send a copy of the Resolution by certified mail to the owner of each property adjoining the section of Whisnant Street SE to be closed and to cause adequate notice of the Resolution and public hearing to be posted as required by G.S. 160A-299; and

WHEREAS, such notices have been published, mailed and posted as required by law; and

WHEREAS, the public hearing called for December 4, 2017, was opened, and it was continued until January 2, 2018, at 6:00 p.m.; and

WHEREAS, the public hearing was held on January 2, 2018, at which time all interested persons had an opportunity to be heard on the question of whether or not the closing would be detrimental to the public interest or the property rights of any individual, and after which town council gave and complete consideration to the matter; and

WHEREAS, it appears to the satisfaction of the town council that the closing of the section of Whisnant Street SE described in the attached Exhibit A is not contrary to the public interest, and that no individual owning property in the vicinity of such street would be deprived of a reasonable means of ingress and egress to and from their property because of the closing;

NOW, THEREFORE, BE IT RESOLVED by the town council of the Town of Valdese, meeting in regular session, that the section of Whisnant Street SE described in the attached Exhibit A is hereby ordered closed, and subject to the reservation of rights set forth below, all right, title and interest in the right of way described in the attached Exhibit A shall be conclusively presumed to be vested in those persons owning the lots or parcels of land adjacent to the section of the street so closed.

In accordance with G.S. 160A-299(f), the Town of Valdese hereby reserves all of its right, title and interest in any utility, drainage, pedestrian, landscaping, conservation or other improvements or easements within the section of the street hereby closed because the reservation of such easement is in the public interest.

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The mayor is hereby authorized to execute quitclaim deeds to prove the vesting of all such right, title and interest as is vested by virtue of this street closing order in those persons owning lots or parcels of land adjacent to the section of street closed by this order, the title of such adjoining landowners, for the width of the abutting land owned by them, to extend to the centerline of the herein closed section of street in accordance with the provisions of G.S. 160A-299(c).

The town clerk is hereby ordered and directed to cause this street closing order to be registered in the office of the register of deeds of Burke County.

ADOPTED THIS 5TH DAY OF MARCH, 2018.

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

/s/ Frances Hildebran, Town Clerk

Councilwoman Hildebran made a motion to adopt the street closing order, seconded by Councilwoman Stevenson. The vote was unanimous.

RESOLUTION DEDICATING TOWN PROPERTY AS PART OF WHISNANT STREET SE

Prepared by/mail to: MARC MITCHELL, P.A., PO DRAWER 69, VALDESE, NC 28690

WHEREAS, the town council decided to relocate a section of Whisnant Street SE;

WHEREAS, to relocate that section of Whisnant Street SE, on January 2, 2018, the town council ordered that a section of Whisnant Street SE be closed; and

WHEREAS, having closed that section of Whisnant Street SE, the town council desires to dedicate the property that will become part of the relocated section of Whisnant Street SE in order to complete the relocation of Whisnant Street SE; and

WHEREAS, the relocated section of Whisnant Street SE is shown on a plat of survey prepared for the Town of Valdese entitled, "Town of Valdese (Whisnant Street SE Relocation)" dated September 12, 2017, prepared by West Consultants, PLLC;

NOW, THEREFORE, the town council of the Town of Valdese hereby dedicates the following property as part of Whisnant Street SE, a public street:

BEGINNING at a point located the following courses and distances from a reference point located in the northeast corner of that property recorded in Book 960, page 42, Burke County Registry: South 48° 05' 05" East 21.72 feet to a point; South 62° 28' 19" East 75.59 feet to a point, the point of BEGINNING, and running thence from said point of BEGINNING North 62° 28' 19" West 35.60 feet to a point; thence South 17° 02' 26" West 86.20 feet to a point; thence with the arc of circular curve to the right having an arc length of 24.82 feet, a radius of 25.00 feet, a delta angle of 56° 53' 20", a chord bearing of South 45° 29' 06" West and a chord length of 23.82 feet to a point; thence South 73° 55' 46" West 28.54 feet to a point; thence with the arc of a circular curve to the left having an arc length of 11.16 feet, a radius of 55.00 feet, a delta angle of 11° 37' 35", a chord bearing of South 68° 06' 59" West and a chord length of 11.14 feet to a point; thence South 18° 57' 41" West 52.81 feet to a point; thence South 39° 08' East 23.56 feet to a rebar set; thence North 18° 57' 41" East 27.51 feet to a rebar set; thence with the arc of circular curve to the right having an arc length of 19.19 feet, a radius of 20.00 feet, a delta angle of 54° 58' 05", a chord bearing of North 46° 26' 43" East and a chord length of 18.46 feet to a rebar set; thence North 73° 55' 46" East 28.54 feet to a rebar set; thence with the arc of a circular curve to the left having an arc length of 59.57 feet, a radius of 60.00 feet, a chord bearing of North 45° 29' 06" East and a chord length of 57.16 feet to a rebar set; thence North 17° 02' 26" East 79.72 feet to the point of BEGINNING and being that property designated as "Portion of Town of Valdese Property to be dedicated to Whisnant Street SE – 6675 sq ft" as shown on that plat of survey prepared for the Town of Valdese entitled, "Town of Valdese (Whisnant Street SE Relocation)" dated September 12, 2017, prepared by West Consultants, PLLC.

This resolution was adopted this 5th day of March, 2018.

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

/s/ Frances Hildebran, Town Clerk

Councilman Ogle made a motion to approve the resolution dedicating town property as part of Whisnant Street SE, seconded by Councilman Sweezy. The vote was unanimous.

FINAL PLAT APPROVAL PHASE III LAKE VISTAS SUBDIVISION Planning Director Larry Johnson presented the final plat approval for Phase III of the Lake Vistas Subdivision; preliminary plat approval was given at the August 7, 2017 Council meeting. Mr. Johnson presented a map of the development which identified approximately 83 acres that will be subdivided into 47-50 lots, each lot with a minimum of 1-acre or greater of land. Mr. Johnson informed Council that Phase III will be the same as Phase I and II of this development, the parcels will not be served with town water or sewer rather well and septic systems. Approximately one mile of new, private roads with a pavement width of 25 feet will be constructed which will meet DOT standards in the event the town would ever take in the roads for maintenance. Mr. Johnson shared that development standards for this phase meet or exceed the other two phases and all necessary requirements for final plat approval have been met by the developer. Final Plat approval is recommended by the Town of Valdese Planning Board. Mr. Johnson recommended approval of final plat of Phase III, contingent on receiving the cash bond.

Councilwoman Stevenson asked if there is a requirement for fire hydrants. Mr. Johnson shared that, as with Phase I and Phase II, fire hydrants will not be available as the town is not providing water or sewer. Fire Chief Charlie Watts further stated that the lack of water lines is what prevents the installation of fire hydrants in the subdivision.

Councilman Sweezy made a motion to approve Lake Vistas Phase III Final Plat, including the Subdivision Improvement Agreement, Cash Bond in the amount of \$745,013, and Defects Agreement, seconded by Councilman Ogle. The vote was unanimous.

BUDGET AMENDMENTS

Valdese Town Council Meeting Monday, Mar 05, 2018

Budget Amendment No. 11

Subject: Meridian Economic Incentive

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, 2017:

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

Acct. <u>No.</u>	<u>Debit</u>	<u>Credit</u>
30.8100.921 Trans to Gen Fund - Econ	180,000	
	-----	-----
Total	\$180,000	\$ 0
	=====	=====

This will result in a net increase of \$180,000 in the expenditures of the Utility Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Acct. <u>No.</u>	
30.3990.000 Fund Balance	180,000

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Total	\$	\$180,000
	=====	=====

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.

Valdese Town Council Meeting Monday, Mar 05, 2018

Budget Amendment No. 11A

Subject: Meridian Economic Incentive

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, 2017:

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>
10.4200.941	Econ Develop Meridian	180,000	
		-----	-----
Total		\$180,000	\$ 0
		=====	=====

This will result in a net increase of \$180,000 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>			
10.3970.303	From Util - Econ		180,000
		-----	-----
Total		\$	\$180,000
		=====	=====

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.

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Budget Amendment No. 12

Subject: Rock School Arts Foundation

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 Util Fund, the expenditures are to be changed as follows:

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Acct.			
<u>No.</u>		<u>Debit</u>	<u>Credit</u>
30.8100.928	Tran to Gen Fund - Econ	25,000	
		-----	-----
Total		\$ 25,000	\$ 0
		=====	=====

This will result in a net increase of \$25,000 in the expenditures of the Util 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>			
30.3990.000	Fund Balance		25,000
		-----	-----
Total		\$	\$25,000
		=====	=====

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.

Valdese Town Council Meeting Monday, Mar 05, 2018

Budget Amendment No. 12A

Subject: Rock School Arts Foundation

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>
10.6250.928	Public Art Fund	- 25,000	
		-----	-----
Total		\$ 25,000	\$ 0
		=====	=====

This will result in a net increase of \$25,000 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>			
10.3970.303	From Util - Econ		25,000
		-----	-----
Total		\$	\$25,000
		=====	=====

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.

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

MAYOR AND COUNCIL COMMENTS: Councilwoman Stevenson requested information on recent vehicle break-ins. Police Chief Jack Moss informed Ms. Stevenson that his department is conducting an investigation of this matter in

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conjunction with Burke County and Drexel, as similar crimes have been committed in those jurisdictions. Chief Moss reported that almost all of the property stolen from vehicles has been returned. A total of five suspects have been identified at this time and the investigation is ongoing.

Mayor Black shared with Council that a WPCOG Policy Board Executive Committee meeting was held last week where conversations of creating a code enforcement officer position was discussed. This officer would be employed by WPCOG and contracted out to surrounding municipalities to provide code enforcement services. Mayor Black informed Council that Executive Director Anthony Starr will be proposing a formal plan at a later date. The Committee also discussed Finance Director Andrea Roper's recommendation to purchase financial software that surrounding municipalities could implement in their finance departments, in hopes of having a uniform software throughout the area and also the possibility of acquiring the software at a better purchase price.

Councilwoman Hildebran shared the following update on the library: Burke County Public Library Director Jim Wilson informed Ms. Hildebran the architect is working on preliminary drawings which will include multiple program areas, work space for staff, a demonstration kitchen, separate area for young adults, storage, outdoor program area, and parking. The tentative schedule for the project is July 2018-January 2019. A surveyor will be conducting a survey and working on topography work for the architect soon.

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

The Annual Budget Retreat at Old Rock School is scheduled for Monday, March 19, 2018, from 1:00 p.m. to 8:00 p.m.

The Valdese Lakeside Park Ribbon Cutting Ceremony will be on Thursday, March 29, 2018, at 1:00 p.m.

The next regular Council meeting is Monday, April 2, 2018.

Staff has been working on a solution for the litter issues in town. Public Works Director Bryan Duckworth identified three possibilities; help from Department of Corrections, community service labor, temporary or seasonal labor. Mr. Duckworth would like to hire seasonal or temporary help for 8 weeks in the Spring and Fall.

On March 3, 2018, Friends of the Valdese Rec, representatives from NC Wildlife, and approximately 65 volunteers spent two hours at the new lakeside park, cleaning up garbage from one of the main coves. Mr. Eckard remarked that it was a great day of community service.

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

Town Clerk
ck

Mayor

**TOWN OF VALDESE
TOWN COUNCIL MEETING
FEBRUARY 5, 2018**

The Town of Valdese Town Council met on Monday, February 5, 2018, at 6:00 p.m., in the Town Council Chambers at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman Gary L. Delp, and Councilman Roy F. Sweezy. Also present were: Town Manager Seth Eckard, Town Attorney Marc Mitchell, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: None.

A quorum was present.

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

OPEN FORUM/PUBLIC COMMENT:

RESOLUTION OF APPRECIATION: Mayor Black presented the following resolution to Timothy D. Williams:

RESOLUTION OF APPRECIATION FOR TIMOTHY D. WILLIAMS

WHEREAS, Captain Timothy D. Williams for the past 30 years has served the Town of Valdese with distinction as a committed and dedicated public servant with the Valdese Fire Department; and

WHEREAS, Captain Timothy D. Williams' 30 years of service have been marked by exemplary dedication, compassion and integrity to serve the best interests of the community, our citizens and the Valdese Fire Department; and

WHEREAS, Captain Timothy D. Williams has served the Fire Department in numerous positions and working his way up through the ranks of the department, obtained the rank of Captain at which he currently serves; and

WHEREAS, Captain Timothy D. Williams, while serving with the Valdese Fire Department, experienced the fire on Mineral Springs Mountain; worked tirelessly both during and after Hurricane Hugo and many other natural and man-made emergency incidents to ensure the safety of Valdese citizens; and

WHEREAS, Captain Timothy D. Williams has earned the admiration and high regard of those with whom he has worked with and the members of the public with whom he has served these past 30 years.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Valdese as we take this occasion to express honor, respect, and admiration to **Captain Timothy D. Williams** for his outstanding contributions to the Valdese Fire Department and the Town of Valdese.

BE IT FURTHER RESOLVED, that the Town Council of the Town of Valdese, North Carolina, hereby expresses its sincere appreciation and gratitude to **Captain Timothy D. Williams** for his service and leadership to the Valdese Fire Department and the Town of Valdese during the past 30 years and extends congratulations and best wishes upon his retirement.

Adopted this the 5th day of February, 2018.

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

WORLD WAR II VETERAN WILLARD CHURCH: Public Works Director Bryan Duckworth introduced Willard Church to Council. Mr. Church has resided in Valdese his entire life, is a World War II Veteran, and was one of the Grand Marshals for the most recent Valdese Christmas Parade. Mr. Church shared that he had never attended a Council meeting and wished to check it off his list. Mayor Black informed Mr. Church that he was proud to have him here this evening, thanked him for joining us, and invited him to return to another meeting.

CONSENT AGENDA: (enacted by one motion)

APPROVED REGULAR MINUTES OF JANUARY 2, 2018

APPROVED SPECIAL MEETING MINUTES OF JANUARY 8, 2018 AND JANUARY 23, 2018

APPROVED WALDENSIAN HERITAGE WINES REQUEST TO SELL WINE AT EDICT OF EMANCIPATION CELEBRATION, INTO THE WOODS, AND APRIL CRAFT MARKET

Waldensian Heritage Wines has been authorized to sell wine at the Edict of Emancipation Celebration & Faló event on Saturday, February 17, 2018; Old Colony Players production of Into the Woods on March 9, 10, 11, 16, 17, 18, 23, 24, 25, 2018; and the April Craft Market event on April 14, 2018. All events are being held at the Old Rock School.

APPROVED LEASE AGREEMENT WITH OLD WORLD BAKING COMPANY

RESOLUTION OF INTENT TO LEASE PROPERTY

WHEREAS, the Town of Valdese (the Town) is the owner of the property on which the former Town Hall was located (the Property); and

WHEREAS, Old World Baking Company, LLC operates a bakery and restaurant business on property located north of and adjoining the Property; and

WHEREAS, the dumpster servicing Old World Baking company, LLC is presently located on the Property; and

WHEREAS, the Town and Old World Baking Company, LLC have agreed that Old World Baking Company, LLC may keep its dumpster on the part of the Property on which that dumpster is located in consideration of the Town being allowed to use the dumpster for disposal of Town trash; and

WHEREAS, this proposed lease of dumpster space is for a period of less than one year, and G.S. §160A-272 authorizes a town to enter into leases of one year or less upon resolution of the town council adopted at a regular meeting; and

WHEREAS, the town council is convened in a regular meeting;

NOW, THEREFORE, BE IT RESOLVED that the town council approves the lease agreement presented to the council under which the Town would lease to Old World Baking Company, LLC the part of the Property on which Old World Baking Company, LLC's dumpster is located. The Town Manager is authorized to execute that lease agreement on behalf of the Town.

ADOPTED this 5th day of February, 2018.

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

/s/ Frances Hildebran, Town Clerk

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:

APPROVAL TO WITHDRAW FROM INTERLOCAL AGREEMENT WITH BURKE COUNTY FOR CONSOLIDATED 911 SERVICE

In 2011, the Town of Valdese entered into the Interlocal Agreement with Burke County for Consolidated 911 Service. Section N. of the Agreement stated that a participating governmental entity may withdraw from this agreement at the end of a fiscal year by giving a six (6) month written notice of withdrawal by the party's manager. Valdese duly provided such notice by letter on December 13, 2017, signed by both the town manager and mayor.

Councilman Ogle made a motion to approve and ratify the action taken by the town manager's letter of December 13, 2017, to notify the County of Burke that the Town will withdraw from the Interlocal Agreement for the Consolidation of

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911 Service, effective June 30, 2018, and confirming the Town of Valdese will withdraw from the agreement on that date; seconded by Councilman Sweezy. The vote was unanimous.

AUDIT REPORT PRESENTATION – FY 16-17 – LOWDERMILK CHURCH & CO., LLP (Copy of audit on file in the Office of Finance Director.) Mr. Phil Church of Lowdermilk Church & Co., presented the 2016-2017 audit. Mr. Church thanked Finance Director Jerry LaMaster, department heads and Town Manager Seth Eckard for all of their help during this audit. Mr. Church informed Council that highlight sheets had been provided as a detailed report of the audit will not be provided at this time; however, Mr. Church is available to meet with any member of Council if they would like further review of the audit. Mr. Rick Hammer reviewed the general fund, utility funds and audit highlights. The fund balance of General Fund and Utility Fund were \$1,239,809 and \$1,288,550, respectively. Ad valorem tax collections were \$1,885,682 which was 94.19 percent of the levy.

After a brief discussion, Councilwoman Hildebran made a motion to accept the 2016-2017 audit report as presented, seconded by Councilman Ogle. The vote was unanimous.

APPROVAL OF FY 17-18 AUDIT CONTRACT – LOWDERMILK CHURCH & CO., LLP Mayor Black informed Council that the FY 2017-2018 audit contract was being presented in the amount of \$11,970. The fee did not increase from last year.

Councilwoman Hildebran made a motion to approve the aforementioned contract for the FY 2017-2018 audit report, seconded by Councilman Ogle. The vote was unanimous.

PUBLIC ART COMMISSION REQUEST FOR FUNDING FOR 125TH COMMEMORATIVE PUBLIC ART PROJECT

Community Affairs Director Morrissa Angi introduced Gretchen Costner and Greg Mastin, members of the Public Art Commission. Ms. Costner informed Council that the Public Art Commission is seeking funding for a 125th Commemorative Public Art Project. The proposed project will depict the original 29 settlers arriving in 1893 at the depot location across from Town Hall; the art will be made from iron, with a train that will stand about 12-15 feet tall. The Commission would like to contract with Oak Hill Iron Works of Morganton, with a total project cost in the amount of \$50,000.00. The Commission is seeking \$25,000 from the Town for this project.

Councilwoman Hildebran made a motion to approve this project and authorize the allocation of funds totaling \$25,000.00, seconded by Councilwoman Stevenson. The vote was unanimous.

CONTINUATION OF PUBLIC HEARING – INTENT TO CLOSE A SECTION OF WHISNANT STREET

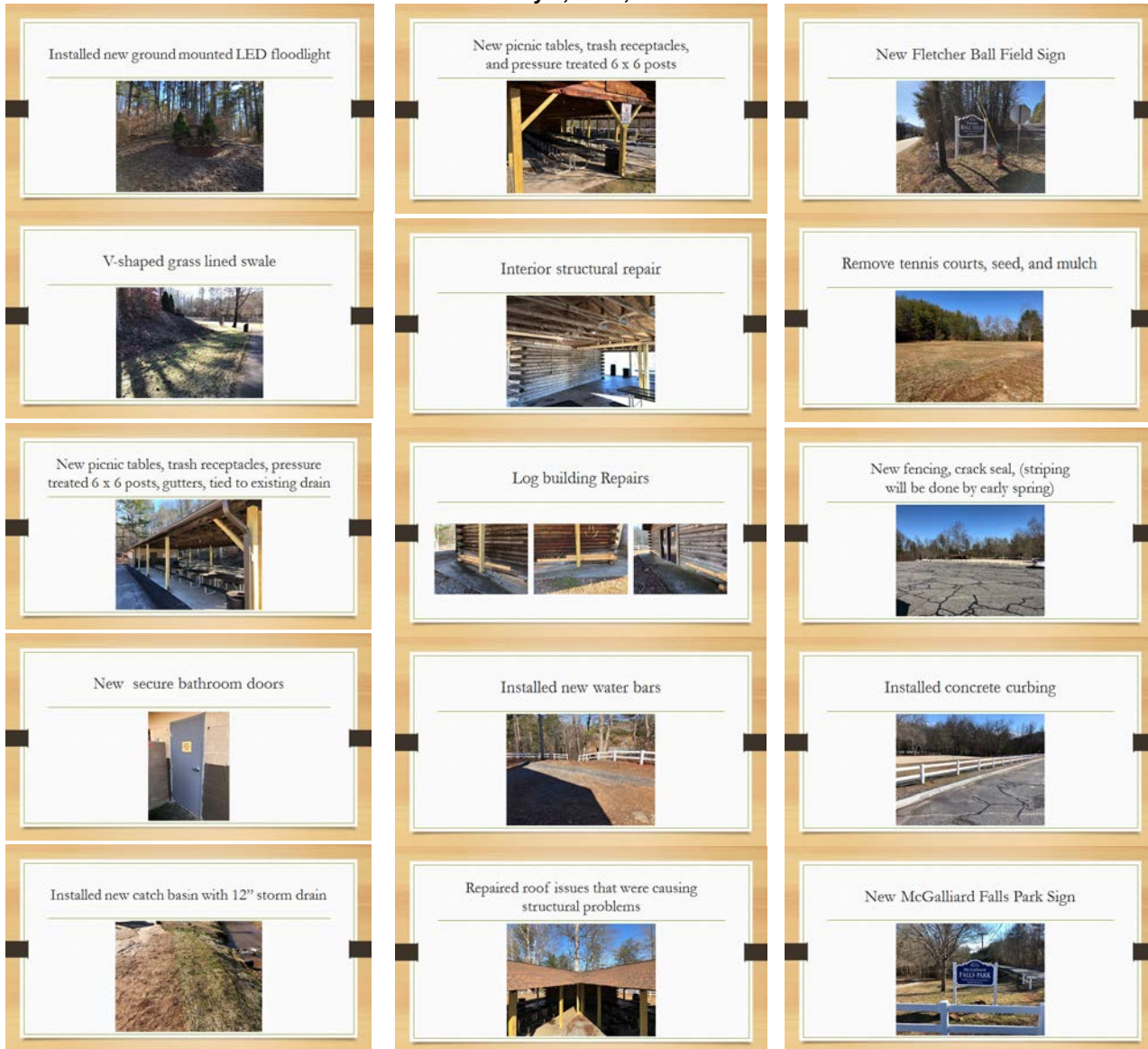
Mayor Black informed Council that the project is not complete at this time. A notice calling for the public hearing to be held at the December 4, 2017, Council meeting was published and the public hearing was continued until this meeting; however, staff has requested that the public hearing be continued again at the next Council meeting.

Councilwoman Stevenson made a motion to continue the public hearing at the March 5, 2018 Council meeting, seconded by Councilman Sweezy. The vote was unanimous.

MCGALLIARD FALLS AND CHILDREN'S PARK UPDATES PRESENTATION: Parks and Recreation Director Doug Knight provided the following presentation to update Council on the Parks Improvement Project:



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MAYOR AND COUNCIL COMMENTS: Councilman Delp requested clarification on a rumor that is going around, stating that the state is going to close I-40 exits for Rutherford College and Valdese, at the same time to perform repair work. Town Manager Seth Eckard informed Councilman Delp that the state has plans to repair, change, or modify I-40 exit 111 and 107 but this project is in the early planning stages, with work unlikely to begin for several years. Councilwoman Stevenson shared that she attended a meeting held by NCDOT recently and was informed that Castle Bridge will be closing in May or June and will remain closed for 12 to 14 months.

Councilman Delp informed Council that a gentleman has been going around town trying to give away bottles of cleaning solution. Mr. Delp asked if the town had a solicitor's policy. Police Chief Jack Moss informed Mr. Delp that the town does have a policy, requiring a solicitor to apply with the town clerk, complete a background check and provide proof of insurance before they are authorized to visit residents.

Councilwoman Hildebran shared the following update on the library: Burke County Public Library Director Jim Wilson informed Ms. Hildebran that a draft contract with the architect should be received today. Mr. Wilson also stated that Robert Salsbury is attempting to obtain a clean set of plans from the 1988 library expansion which can be used for the new expansion.

Councilwoman Stevenson asked Police Chief Jack Moss if there has been an increase in activity near her neighborhood, as residents are commenting on increased patrols in the area. Chief Moss informed Ms. Stevenson that

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routine patrolling does occur in her area and that a residential check has been requested by a resident that is away for an extended period of time.

MANAGER'S REPORT: A Council workshop to discuss a proposed streetscape project has been scheduled for Tuesday, February 13, 2018 at 6:00 p.m. in the Community Room at Town Hall.

The next regular Council Meeting is Monday, March 5, 2018 at 6:00 p.m.

The First Free Movie at Old Rock School was on Friday, January 26, 2018, approximately 150 people attended.

ADJOURNMENT At 7:05 p.m., there being no further business to come before Council, Councilman Ogle made a motion to adjourn, seconded by Councilwoman Stevenson. The vote was unanimous.

Town Clerk
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Mayor

**TOWN OF VALDESE
TOWN COUNCIL SPECIAL MEETING
FEBRUARY 13, 2018**

The Town of Valdese Town Council met on Monday, February 13, 2018, at 6:00 p.m., in the Community Room at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. “Chip” Black, Jr., Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman Gary L. Delp, and Councilman Roy F. Sweezy. Also present were: Town Manager Seth Eckard, Town Attorney Marc Mitchell, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: Councilman Keith Ogle.

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. Mr. Black stated that this was a Special Called Council Meeting to meet with representatives from McGill Associates to discuss a possible streetscape project in conjunction with the development of Valdese Lakeside Park.

VALDESE LAKESIDE PARK: Parks and Recreation Director Doug Knight provided a brief update on the Valdese Lakeside Park. Mr. Knight shared with Council that the closing on the property occurred on January 31, 2018, staff met with representatives from the North Carolina Wildlife Foundation on February 12, 2018 to discuss opportunities to partner for site cleanup, and a calendar of upcoming meetings and events has been created and distributed. A concept and direction setting meeting will be held on February 20, 2018 at Town Hall, Friends of Valdese Rec organized cleanup day for March 3, 2018, a meeting will be held on March 13, 2018 to present the findings of the February 20th meeting, a ribbon cutting ceremony at Valdese Lakeside Park will be held on March 29, 2018, a public workshop is scheduled for April 3, 2018 at the Old Rock School, and a Special Council meeting will be called on May 1, 2018.

PROPOSED MAIN STREET IMPROVEMENT/STREETSCAPE PROJECT: Representatives from McGill Associates provided Council with a PowerPoint presentation on a possible Main Street Improvement Project. The presentation focused on what the town currently has on Main Street with regard to street lights, sidewalks, parking, and other amenities. Based on this discussion, Council considered what they would like to see downtown, how much they would be required and/or willing to contribute to a project of this scope, and how to fund it. This matter will be discussed further during the upcoming budget process.

ADJOURNMENT: At 7:26 p.m., there being no further business to come before Council, Councilwoman Hildebran made a motion to adjourn, seconded by Councilwoman Stevenson. The vote was unanimous.

Town Clerk
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Mayor

**TOWN OF VALDESE
ANNUAL COUNCIL/DEPARTMENT HEAD BUDGET RETREAT
MONDAY, MARCH 19, 2018**

The Valdese Town Council met on Monday, March 19, 2018, 1:00 p.m., for the Annual Budget Retreat, Old Rock School, Waldensian Room, 400 Main Street West, Valdese, North Carolina. The following members were present: Mayor John F. (Chip) Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman Gary Delp, and Councilman Roy Sweezy. Also present: Town Manager Seth Eckard, Deputy Town Clerk Courtney Kennedy, and all Department Heads.

Absent: None

A quorum was present.

CALL TO ORDER At 1:00 p.m., Mayor Black opened the meeting and welcomed everyone. Mr. Black shared that he had been on the Council for many years and recently realized that his only regret was that sometimes items were approved in a nature that was short-sighted and encouraged Council and staff to plan for the future of the town.

OPENING COMMENTS – TOWN MANAGER SETH ECKARD Mr. Eckard welcomed everyone and said staff was looking for feedback from members of Council. Mr. Eckard shared that this year, a new program, Emerge Valdese, is being implemented in lieu of a citizens academy. Emerge Valdese will be a group of young professionals, meeting to discuss what is happening in the town and how to better engage the community.

HUMAN RESOURCES David Hill of HR Essentials Consulting provided an overview of a pay study and classification process. The Town of Valdese has not conducted a pay study and classification since 2007. Mr. Hill will facilitate this process during FY2018-2019. Town Manager Seth Eckard informed Council that the study will be conducted during the upcoming fiscal year with implementation scheduled for FY2019-2020.

FINANCE DIRECTOR Finance Director Jerry LaMaster discussed major revenue sources for FY2017-2018, informing Council that revenues were coming in as predicted and that department heads were staying within budget. Mr. LaMaster informed Council that sales tax will come in above budget again this year. Mr. LaMaster does not expect any increases in revenues in FY2018-2019.

VEDIC Executive Director Kerri Poteat and Community Affairs Director Morrissa Angi presented the proposed Valdese Building Reuse Loan Program. The vision is to make this a VEDIC program, with Town oversight. The final Valdese Building Reuse Loan Program will be presented at the April 23, 2018 Council meeting.

UTILITY DEPARTMENTS Water Resources Director Greg Padgett provided a presentation on recent accomplishments at the wastewater and water treatment plants, identifying various projects that have been completed. R.J. Mozeley of McGill Associates provided updates on current projects and presented the Water Resources Capital Improvement Plan. Vice President Andy Lovingood provided an overview of the Water and Sewer Utility Fund Summary Financial Analysis and Funding Awards Summary.

PUBLIC WORKS Public Works Director Bryan Duckworth informed Council that his department had successfully made multiple water line replacements, various equipment purchases, and completed street improvements throughout the town. Mr. Duckworth identified priority items for FY 2018-2019 such as the purchase of a bucket truck. Mr. Duckworth also discussed the Utility System Performance Report.

COMMUNITY AFFAIRS Community Affairs Director Morrissa Angi summarized major events that were held in FY 2017-2018, the recreation of a mailed newsletter, implementation and growth of the town's social media presence, and new events such as the April Craft Market and Movies at the Rock. Ms. Angi and Council discussed the Valdese Farmers Market. Ms. Angi recommended relocating the Valdese Farmers Market in front of Old Rock School due to the high volume of cars in the public parking lot across from Old Town Hall and also recommended holding the market on Fridays only. Council was in favor of this change. Ms. Angi and Council discussed goals and ideas for a Main Street program, wishing to create a fun factor in downtown. Ms. Angi finished her presentation by identifying FY2017-2018 accomplishments, requests for FY 2018-2019, and current the current fee schedule and lease rates at Old Rock School.

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Councilwoman Hildebran asked if it would be possible to install speakers on Main Street so visitors could listen to music in various locations. Staff will explore this possibility.

ADMINISTRATION & PLANNING DEPARTMENTS Planning Director Larry Johnson provided an overview of permitting, enforcement, and housing developments for FY 2017-2018. Mr. Johnson also informed Council of the planning board agenda for 2018, which includes Central Business District expansion and tiny homes. Mr. Johnson requested \$20,000 for town hall maintenance and repairs.

Town Manager Seth Eckard informed Council that he is seeking a 2% COLA, iPad upgrades for Council, and funding for the Valdese Building Reuse Program for FY 2018-2019.

DINNER At 5:30 p.m., Mayor Black invited everyone to enjoy dinner catered by Myra's Catering. At 6:00 p.m., Mayor Black called the meeting back to order.

PARKS & RECREATION Parks and Recreation Director Doug Knight discussed various improvements within his department. Mr. Knight also presented a proposed fee schedule, as requested by Council earlier this year. This fee schedule will be discussed at the May 7, 2018 Council meeting.

FIRE DEPARTMENT Fire Chief Charlie Watts shared departmental accomplishments, information on the acquisition of the new ladder truck, information about the Junior Firefighter Program, and the Mingle with Kris Kringle event. Chief Watts informed Council that he is requesting funding to purchase a rescue utv. Chief Watts informed Council that he received a report from an engineer today about possible structural issues at the fire and police complex. Staff will meet with the engineer to discuss the findings.

POLICE DEPARTMENT Police Chief Jack Moss shared accomplishments his department had in FY 2017-2018 and identified objectives for FY 2018-2019. Chief Moss is seeking funding to purchase two new vehicles for his department. Town Manager Seth Eckard informed Council that the vehicle that was purchased for town hall will be given to police; therefore, Chief Moss will only need to purchase one vehicle. Chief Moss expressed concern over officer salaries and the need for new tasers.

GENERAL DISCUSSION Council expressed their gratitude to staff, remarking that this is one of the best management teams the town has had.

Town Manager Seth Eckard informed Council of upcoming meetings on: April 3, April 23, and May 1, 2018.

ADJOURNMENT – Mayor Black thanked the Department Heads for a tremendous job. He adjourned the meeting at 7:14 p.m.

The next meeting is a regularly scheduled meeting on Monday, April 2, 2018, 6:00 p.m., Valdese Town Hall.

Town Clerk

Mayor

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