

AGENDA

www.townofvaldese.com

The purpose of this meeting is to provide members of Town Council and citizens with information regarding the upcoming regular Council meeting.

The Town Council Meeting will be live-streamed on YouTube [@townofvaldese](https://www.youtube.com/@townofvaldese).

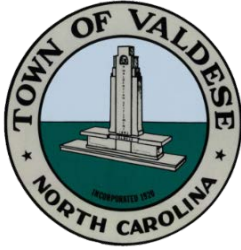
Public Comments will not be received during the April 28, 2025 meeting. However, a provision for public comments will be a part of the regular Council meeting on May 5, 2025, as required by GS. 160A-81.1.

Town of Valdese Town Council Pre-Agenda
102 Massel Avenue SW, Valdese, NC

Monday, April 28, 2025
6:00 p.m., Valdese Town Hall, Council Chambers

1. Call Meeting to Order
2. Invocation
3. Pledge of Allegiance
4. New Business
 - A. Consideration of Revision to Interim Town Manager Contract
 - B. Review and discussion of May 5, 2025, Preliminary Agenda
5. **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.
6. Adjournment

The Town of Valdese holds all public meetings in accessible rooms. Special requests for accommodation should be submitted by individuals with disabilities at least 48 hours before the scheduled meeting time. Contact Town Hall at 828-879-2120 or TDD Phone Line (hearing impaired) 1-800-735-2962.



PRELIMINARY AGENDA
www.townofvaldese.com

Town of Valdese Town Council
102 Massel Avenue SW, Valdese, NC

Monday, May 5, 2025
6:00 p.m., Valdese Town Hall, Council Chambers

The Town Council Meeting will be livestreamed on YouTube [@townofvaldese](https://www.youtube.com/@townofvaldese).

1. Call Meeting to Order

2. Invocation

3. Pledge of Allegiance *(Led by the Valdese PD Volunteer Chaplains)*

4. Informational Items

A. 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 Pre-Agenda Meeting Minutes of March 31, 2025

B. Approval of Closed Session Minutes of March 31, 2025

C. Approval of Regular Meeting Minutes of April 7, 2025

D. Approval of Closed Session Minutes of April 7, 2025

E. Approval of Recessed Meeting Minutes of April 21, 2025

F. Approval of Closed Session Minutes of April 21, 2025

7. New Business

A. Approval of Award of Bid – Aerators at WWTP *(Presented by RJ Mozeley, McGill Associates)*

B. Valdese Bluff's Sewer Line Bid Results and Discussion *(Presented by Bo Weichel)*

C. Approval of Resolution Sale of Town-owned Property – 341 Rodoret St N *(Presented by Bo Weichel)*

- D. Approval of Amendment to the Valdese Town Council Rules of Procedures (*Council Discussion*)
- E. Approval of Sanitation Vendor for FY 25-26 (*Presented by Bo Weichel*)
- F. FY 24-25 Year-To-Date Financial Results (*Presented by Bo Weichel*)
- G. Consideration of FY 25-26 Budget Workshop Follow-up Resolution (*Council Discussion*)
- H. Consideration of Policy Guidelines for Citizen and Public Access to Community Center Facilities (*Council Discussion*)
- I. Status of Ongoing or Approved Projects (*Presented by Bo Weichel*)
 - i. Public Safety Buildings Update
 - ii. Water Plant Upgrade Project/Lenoir Interconnect Project
 - iii. Recreation Center ADA and Pool Cover

8. Manager's Report

- A. Update on the Sale of Property Located at 800 Pineburr Drive
- B. Granville Morrow Fun Fish Day is scheduled for Saturday, May 10, 2025, 9:00 a.m. – 1:00 p.m. at McGalliard Falls. Register online at valdese.recdesk.com. Rain Date: May 17, 2025
- C. TBD - Budget Review #2 is scheduled for Monday, May 12, 2025, 9:00 a.m. at the Council Chambers, Valdese Town Hall
- D. Public Safety Building Contractor Presentations, Thursday, May 22, 2025, 9:00 a.m. – 1:00 p.m., Valdese Town Hall, Community Room
- E. Town Offices Closed on Monday, May 26, 2025, in Observance of Memorial Day
- F. Next Agenda Review Council meeting is scheduled for Tuesday, May 27, 2025, 6:00 p.m., Council Chambers, Valdese Town Hall
- G. Next Regular Council meeting is scheduled for Monday, June 2, 2025, 6:00 p.m., Council Chambers, Valdese Town Hall

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

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Town of Valdese

AGENDA MEMO



Resolution
 Ordinance
 Contract
 Discussion
 Information Only

To: Valdese Town Council

From: Bo Weichel

Subject: Wastewater Treatment Plant Aerator Replacement Bids

Meeting: May 5, 2025

Presenter: Bo Weichel

ITEM OF INTEREST:

Discussion about bid process, re-bid and anticipated award recommendation for the subject equipment bid.

BACKGROUND INFORMATION:

The WWTP includes a total of six (6) platform mounted surface aerators which are the heart of the WWTP treatment process for reducing biological contaminants in wastewater. These aerators were originally installed in approximately 1980 when the WWTP was first constructed. There are two (2) existing aeration basins at the WWTP, each with three (3) of the noted platform aerators. Given that the age of these aerators is in excess of their normal expected life cycle they are in need of replacement. Parts for repairs are scarce or impossible to find in some cases requiring specialized machining and fabrication which has had to occur on several occasions in the past.

The Town's CIP plan and this year's WWTP budget have accounted for the complete replacement of three (3) of the existing aerators (the worst ones all within one aeration basin) to provide the Town an opportunity to begin utilizing the new, equipment and maintain the other existing aeration basin as a backup basin.

The budgeted amount for this entire equipment replacement project is \$900,000. Given the value of this bid and the limited number of manufacturers available, the first bid was unable to be opened due to not receiving 3 bids. The Re-Bid opportunity is scheduled to open bids (even if only one or two are submitted) on 4/29/25 and McGill and Staff anticipate having a recommendation for award ready prior to the regular 5/5/25 meeting.

BUDGET IMPACT:

None. The funds are already included with this FY24-25 Utility CIP budget.

RECOMMENDATION / OPTIONS:

Proceed with opening bids and prepare to award the bid at the 5/5/25 meeting, authorizing staff to proceed to contract execution.

LIST OF ATTACHMENTS:

1. Recommendation of award from McGill.
2. Contract/Agreement for award (subject to Town Attorney review) will be attached.

Town of Valdese

COUNCIL MEMO



Resolution Ordinance Contract Discussion Information Only

To: Valdese Town Council

From: Bo Weichel, Interim Town Manager

Subject: Valdese Bluffs Sewer Extension Project

Meeting: May 5, 2025

Presenter: Bo Weichel, Interim Town Manager

ITEM OF INTEREST:

Competitive bids for construction of the sewer system extension are in hand. The lowest responsive and responsible bid is in excess of the State Appropriation Funds awarded to the Town. Discussions with the County and Developer are ongoing but will require action to be taken by the Council in the regular meeting on June 2, 2025.

BACKGROUND INFORMATION:

The Town was awarded \$801,983 in reimbursement based grant funds from the NC Legislature to support the extension of water and sewer services to a parcel adjacent to Draughn High School which is planned for future single family residential development. The proposed phased development has the potential for 145 +/- single family lots. Phase I Plan (attached) contains 27 of the lots. Based on the lowest responsive and responsible bid, however, that appropriated funding is insufficient to cover the project costs. (see attached bid amount with total project cost and funding shortfall).

The Town Manager has been in discussions with the developer and Burke County Manager to discuss options for contributing other local funds towards the project to be able to complete the budget needs. Those discussions are ongoing but are structured around either a commitment by the developer to build houses at a rate that offsets local investments through tax revenue or a monetary contribution by the developer to complete the budget. Discussions and evaluations are ongoing. The developer offers a bond/security to develop 20 single family homes over the initial 4-year period (see attached Letter of Intent). Based on \$300-\$350k value per home, the return on investment is significantly lower than the funding gap needed to provide sewer service to the subdivision. Both the Town and County have asked for a greater bonding/security offer with no result from the developer.

Town Council does not have to take any action on this matter in the May council meeting but will have to either award the construction bid in the June 2 meeting or allow the Contractor's bid to expire on June 5th, 90 days since the bid opening back on March 5th.

Another key item to note is the State appropriated funds is ARPA funding which means all funds must be spent by December 2026.

BUDGET IMPACT:

Return on Investment example:

20 homes x \$300k per home = \$6,000,000 valuation = \$24,900 annual tax dollars by year 4 for General Fund

20 homes x \$42 water/sewer bill = \$840 annually for Utility Fund

RECOMMENDATION / OPTIONS:

Discussion only - no action needed at the May meeting.

The bonding/security of empty lots does not do much in helping the Town recoup the investment. The developer has been asked to consider contributing toward the cost of the sewer extension in an amount equal to the Town's portion.

LIST OF ATTACHMENTS:

1. Lowest bid amount with total project cost and funding.
2. Developers Letter of Intent for security.
3. GIS map of project area
4. Phase I Plan

Town of Valdese

AGENDA MEMO



Resolution Ordinance Contract Discussion Information Only

To: Valdese Town Council

From: Bo Weichel, Interim Town Manager

Subject: Sale of property

Meeting: May 5, 2025

Presenter: Bo Weichel, Interim Town Manager

ITEM OF INTEREST:

Offer to purchase 341 Rodoret St N. (PIN: 2733968485)

BACKGROUND INFORMATION:

The Town received an offer on a vacant parcel located at 341 Rodoret St N. This parcel has no value or benefit to Town operations. It has been in the possession of the Town since 2009.

Acreage: 0.82

Appraised Land Value per Burke County GIS: \$7,697

The Town was offered \$7,500 for this parcel. A deposit of 5% has been provided.

At the April 7th meeting, Council approved the Resolution Authorizing Upset Bid Process.

No upset bids have been received for this parcel.

BUDGET IMPACT:

Would add \$7,500 to the project fund for Public Safety facility.

RECOMMENDATION / OPTIONS:

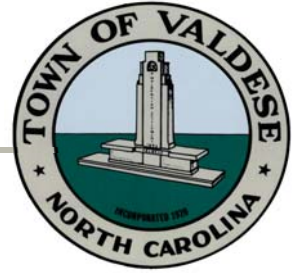
Approve the RESOLUTION AUTHORIZING SALE OF REAL PROPERTY

LIST OF ATTACHMENTS:

1. Offer Letter
2. GIS Map
3. Resolution Authorizing Sale of Real Property

Town of Valdese

AGENDA MEMO



Resolution Ordinance Contract Discussion Information Only

To: Valdese Town Council

From: Bo Weichel, Interim Town Manager

Subject: Amendment to Valdese Town Council Rules of Procedures

Meeting: May 5, 2025

Presenter: Council

ITEM OF INTEREST:

Amendment to Valdese Town Council Rules of Procedures

BACKGROUND INFORMATION:

Suggested amendments are noted and/or redlined in the following sections:

- Meeting Procedures – Revised for consistency with Rule 34.
- Rule 1: Regular Meetings – Consider referencing Pre-Agenda Meetings.
- Rule 2(a): Special Meetings – Corrects a typographical error.
- Rule 5: Public Comment – Adds Rules of Decorum and clarifying language.
- Rule 28: Public Hearings – Edit to allotted speaking time for public hearing participants.

BUDGET IMPACT:

N/A

RECOMMENDATION / OPTIONS:

Consideration and approval of the amended Valdese Town Council Rules of Procedure, or direction on alternative revisions as deemed appropriate.

LIST OF ATTACHMENTS:

Amended Valdese Town Council Rules of Procedures redlined by Attorney Swanson.

Town of Valdese

AGENDA MEMO



Resolution Ordinance Contract Discussion Information Only

To: Valdese Town Council

From: Bo Weichel, Interim Town Manager

Subject: Sanitation and Recycling follow up

Meeting: May 5, 2025

Presenter: Bo Weichel, Interim Town Manager

ITEM OF INTEREST:

Continuation of budget discussion for Sanitation and Recycling services in the upcoming FY25-26 budget.

BACKGROUND INFORMATION:

Review of discussion regarding the transition to Simply Green Inc. for sanitation and recycling services.

PowerPoint that was presented at the April 15th budget review meeting is attached along with a rendering of "forest" green carts as a color option as requested at the review meeting. The recycle cart lids would be blue, while the sanitation lids would be black.

Carts will take approximately 8-10 weeks to be delivered once ordered.

Without a contract renewal with the current service provider (Republic), these "new" services need to be in place as close to July 1st as possible.

Choosing Simply Green Inc. will save year-over-year on contract costs beginning with a savings of \$27,936 in year one.

BUDGET IMPACT:

No impact to current FY24-25 budget.

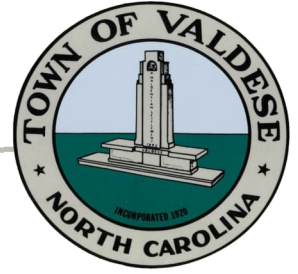
RECOMMENDATION / OPTIONS:

Provide feedback and direction to the Manager as to how Council would like to proceed with sanitation and recycling services in the proposed budget.

LIST OF ATTACHMENTS:

PowerPoint of service options
Cart rendering

Town of Valdese COUNCIL MEMO



Resolution Ordinance Contract Discussion Information Only

To: Valdese Town Council

From: Bo Weichel, Interim Town Manager

Subject: FY 24-25 Year to Date Financials

Meeting: 5/5/2025

Presenter: Bo Weichel, Interim Town Manager

ITEM OF INTEREST:

Updated financial standing of the General Fund and Utility Fund July-March 75% of the budget year.

BACKGROUND INFORMATION:

GENERAL:

Total expenditures = 72%

Total revenues = 86%

Items to note:

- Ad Valorem Tax revenue \$2,231,384 received. \$41k still remaining to collect
- Sales tax revenue 68.20% - on track with budget estimate
- Interest Earned on idle funds 239%
- Admin salaries, FICA, insurance, retirement all under budget due to manager savings, approx \$84k savings total.

UTILITY:

Total expenditures = 67%

Total revenues = 71%

Items to note:

- Water & Sewer Maintenance dept salaries low due to vacancy, part time higher due to the full time vacancy. Overall will see about \$20-25k savings overall.
- Utility bill penalties \$27k additional revenue (fee for non payment of water bill not being paid on time)

BUDGET IMPACT:

N/A

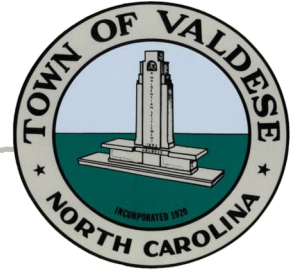
RECOMMENDATION / OPTIONS:

None

LIST OF ATTACHMENTS:

1. Revenue and Expenditures report through March 2025 (75%)
2. TR-401E Net Collections Report MARCH 2025 + TR-401E Net Collections Report FISCAL YEAR 2024-25
3. Investment account balances
4. Trial Balance report for Capital Project fund accounts with balances

Town of Valdese COUNCIL MEMO



Resolution Ordinance Contract Discussion Information Only

To: Valdese Town Council

From: Bo Weichel, Interim Town Manager

Subject: Public Safety Facilities

Meeting: May 5, 2025

Presenter: Bo Weichel, Interim Town Manager

ITEM OF INTEREST:

Public Safety Facilities project update

BACKGROUND INFORMATION:

May 22, 2025 will be a Council driven interview at Town Hall with the top three firms selected by the review panel.

Project Timeline goals:

- Selected firm notified and proposed Phase I contract delivered to the Town June
- Contract review by legal counsel & edits June/July
- Phase I contract adoption by Town Council August 4th meeting

BUDGET IMPACT:

None

RECOMMENDATION / OPTIONS:

None

LIST OF ATTACHMENTS:

None