

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 January 6, 2025 meeting. However, a provision for public comments will be a part of the regular Council meeting on January 13, 2025, as required by GS. 160A-81.1.

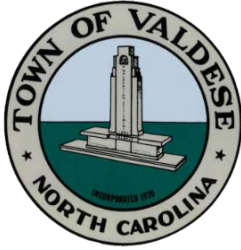
Town of Valdese Town Council Pre-Agenda
102 Massel Avenue SW, Valdese, NC

Monday, January 6, 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. Review and discussion of January 13, 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.

Closed Session under NC General Statute 143-318.11(a)(3) to consult with an attorney retained by the Town in order to preserve the attorney-client privilege between the Town attorney and the Town Council, which privilege is hereby acknowledged.
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, January 13, 2025
6:00 p.m., Valdese Town Hall, Council Chambers

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

- 1. Call Meeting to Order**
- 2. Invocation** (Led by the Valdese PD Volunteer Chaplains)
- 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 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 November 18, 2024
 - B. Approval of Regular Meeting Minutes of December 2, 2024
 - C. Approval of Closed Session Minutes of December 2, 2024
 - D. Approval of Special Called Meeting Minutes of December 11, 2024
 - E. Approval of Closed Session Minutes of December 11, 2024
 - F. Approval of Resolution Supporting House Bill 971 and Compliance with NCGS §143-805
 - G. Interim Manager to evaluate, develop a plan and report on the following:
 - i. Town's opportunity to participate in Federal Disaster Relief Funding;
 - ii. Town's need and opportunities for Additional Public Safety Building Funding;
 - iii. Town's participation in Patriot Relief program;
 - iv. Town's development of a high-level DOT Long-Range Street Resurfacing Program plan;
 - v. Town's water quality issues/complaints;
 - vi. Town's Employer Visitation Plan for 2025;

- H. Collaboration between Valdese Code Enforcement and WPCOG to evaluate, develop a plan, and report on the Town's current enforcement of abandoned, noncompliant and/or neglected properties and recommended improvements.

7. New Business

- A. Public Safety Facilities Update (*Council Discussion*)
 - i. Number of General Contractors sent RFQ
 - ii. Responses or Reactions to Date
 - iii. Next anticipated Action
- B. Ward 2 Council Vacancy (*Council Discussion or Appointment*)
- C. Appointment to Boards/Commissions/Committees (*Council Appointments*)
- D. Personnel Considerations Relative to Budget Planning (*Council Discussion*)
 - i. Compa-Pay Salary and Position Study RFP
 - ii. Review of Employee Benefits Program
 - iii. Staff Development Training Plan and Near-term Needs
 - Plan for Optimum Use of \$30,000 budgeted for FY 25
 - Needs Identified for FY 26 Planning
- E. Management Consulting RFP (*Council Discussion*)
 - i. Broad Analysis of Organization Structure and Staffing Needs
 - ii. In-depth Analysis of Operations
 - iii. Identify Town Control Documents (forms, contracts) for legal counsel review
- F. Status of Ongoing or Approved Projects (*Council Discussion*)
 - i. Strategic Planning: 2025 Citizens' Priorities Survey
 - ii. Rec Center ADA and Pool Cover Contracts
 - iii. Status of Pool Cover Capital Fund Drive
 - iv. Hoyle Creek Excavating and Trail Contract
 - v. Lovelady Lake Shore to Crescent Sidewalk
- G. Approval of Ordinance Declaring Road Closures for the Town of Valdese 2025 Annual Events (*Presented by Bo Weichel*)
- H. Approval of Amendment to Date on Audit Contract (*Presented by Bo Weichel*)
- I. Approval of AIA Document Standard Form and General Condition Contract – Pool Structure (*Presented by Bo Weichel*)
- J. Capital Project Ordinance Amendment – Pool Structure (*Presented by Bo Weichel*)
- K. Municipal Agreement Approval – Lovelady Road Sidewalk Project (*Presented by Bo Weichel*)
- L. Capital Project Ordinance – Lovelady Road Sidewalk Project (*Presented by Bo Weichel*)

8. Interim Town Manager's Report

- A.** Correction on Valdese Recreation Center pool availability on July 4th
- B.** Next Agenda Review Council meeting is scheduled for Monday, January 27, 2025, 6:00 p.m., Council Chambers, Valdese Town Hall
- C.** Town Offices Closed Monday, January 20, 2025 in Observance of Martin Luther King Day
- D.** OCP Production: Willy Wonka Jr., Show Dates: January 23 - February 2, 2025, Thursdays, Fridays, Saturdays at 7:30 p.m. & Sundays 2:30 p.m.
Visit www.oldcolonyplayers.com for more information and to purchase tickets.
- E.** Public Input Meeting – Parks & Rec Comprehensive Plan, Tuesday, January 28, 2025, 11:00 a.m. – 12:30 p.m., Splash Pad Multi-Purpose Room, 408 Hill St. SE, Valdese
- F.** Public Input Meeting – Parks & Rec Comprehensive Plan, Saturday, February 1, 2025, 10:00 a.m. – 11:30 a.m., Splash Pad Multi-Purpose Room, 408 Hill St. SE, Valdese
- G.** Next Regular Council meeting is scheduled for Monday, February 3, 2025, 6:00 p.m., Council Chambers, Valdese Town Hall
- H.** Bluegrass at the Rock welcomes Joe Mullins & The Radio Ramblers - February 8, 2025 at 7:30pm Old Rock School Auditorium - tickets available at visitvaldese.com

9. Mayor and Council Comments

10. Adjournment

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COMMUNICATION NOTES

To: Mayor Watts
Town Council

From: Town Clerk

Date: January 3, 2025

Subject: Monday, January 6, 2025, Pre-Agenda Council Meeting

Monday, January 13, 2025 Preliminary Agenda Review Communication Notes:

6. Consent Agenda

- A. Approval of Pre-Agenda Meeting Minutes of November 18, 2024
- B. Approval of Regular Meeting Minutes of December 2, 2024
- C. Approval of Closed Session Minutes of December 2, 2024
- D. Approval of Special Called Meeting Minutes of December 11, 2024
- E. Approval of Closed Session Minutes of December 11, 2024
- F. Approval of Resolution Supporting House Bill 971 and Compliance with NCGS §143-805

House Bill 971 and NCGS §143-805 mandate that public agencies adopt policies regulating network and device usage. The proposed policy prohibits employees, elected officials, and appointees from using Town-controlled devices and networks to access inappropriate content, including pornography.

- G. Interim Manager to evaluate, develop a plan and report on the following:
 - i. Town's opportunity to participate in Federal Disaster Relief Funding;
 - ii. Town's need and opportunities for Additional Public Safety Building Funding;
 - iii. Town's participation in Patriot Relief program;
 - iv. Town's development of a high-level DOT Long-Range Street Resurfacing Program plan;
 - v. Town's water quality issues/complaints;
 - vi. Town's Employer Visitation Plan for 2025;

7. New Business

A. Public Safety Facilities Update

Council will discuss the following:

- i. Number of General Contractors sent RFQ

- ii. Responses or Reactions to Date
- iii. Next anticipated Action

B. Ward 2 Council Vacancy

The application deadline for the Ward 2 vacancy is January 6, 2025. As of January 3, 2025, the Town Clerk has received one application: Melinda Pons Zimmerman.

C. Appointment to Boards/Commissions/Committees

The Town Clerk received the following applications for open positions on the Planning Board and Facilities Review Committee.

- I. **Planning Board/Board of Adjustments** – One board seat and two alternate seats needed.
Board – Mark Rostan
Alternate – Benton Brinkley and Jordan Greene

- II. **Facilities Review Committee** – Two seats available
Thomas Oxentine

Interested citizens are encouraged to apply by submitting their applications to the Town Clerk. Applications can be accessed by clicking on this [link](#).

D. Personnel Considerations Relative to Budget Planning

Council will discuss the following:

- i. Compa-Pay Salary and Position Study RFP
- ii. Review of Employee Benefits Program
- iii. Staff Development Training Plan and Near-term Needs
 - Plan for Optimum Use of \$30,000 budgeted for FY 25
 - Needs Identified for FY 26 Planning

E. Management Consulting RFP

Council will discuss the following:

- i. Broad Analysis of Organization Structure and Staffing Needs
- ii. In-depth Analysis of Operations
- iii. Identify Town Control Documents (forms, contracts) for legal counsel review;

F. Status of Ongoing or Approved Projects

Council will discuss the following:

- i. Strategic Planning: 2025 Citizens' Priorities Survey
- ii. Rec Center ADA and Pool Cover Contracts
- iii. Status of Pool Cover Capital Fund Drive
- iv. Hoyle Creek Excavating and Trail Contract
- v. Lovelady Lake Shore to Crescent Sidewalk

G. Approval of Ordinance Declaring Road Closures for the Town of Valdese 2025 Annual Events

Request to close part of US 70/Main Street in Valdese for the Independence Day Celebration, Annual Waldensian Festival Events, Treats in the Streets, and Annual Christmas Parade. Dates and times will be listed in the agenda packet.

H. Approval of Amendment to Date on Audit Contract

The audit contract between the Town of Valdese and Lowdermilk Church & Co., L.L.P. has been updated to reflect a new submission deadline to the LGC, extended from October 31, 2024, to December 31, 2024.

I. Approval of AIA Document Standard Form and General Condition Contract – Pool Structure

At the December 2, 2024, Council meeting, Council voted to approve the permanent pool structure bid from Houck Contracting in the amount of \$1,793,930. The AIA Document Standard Form and General Condition Contract, developed by the American Institute of Architects (AIA), is a widely recognized industry-standard agreement that outlines the roles, responsibilities, and obligations of all parties involved in a construction project. This contract ensures a clear understanding of the scope of work, timelines, payment terms, and other key details to help mitigate potential disputes and streamline project management.

J. Capital Project Ordinance Amendment – Pool Structure

CPO Amendment #1-31 – Pool Structure, will amend the project budget to account for the revenue and expenditure associated with the construction.

K. Municipal Agreement Approval – Lovelady Road Sidewalk Project

At the June 3, 2024, Regular Council meeting, the Council authorized the Greater Hickory Metropolitan Planning Organization to submit a Surface Transportation Block Grant Program (STBG-DA) application for Phase 1 construction of a sidewalk along Lovelady Road, spanning from Laurel Street NE to Crescent Street NE. Following approval of the Local Agreement, WPCOG will initiate the process to secure federal funding for the project's design phase and commence the procurement of a design consultant.

L. Capital Project Ordinance – Lovelady Road Sidewalk Project

Establishment of a CPO to manage project funds for the Lovelady Road Sidewalk Project.