



CONOVER

North Carolina

Conover City Council

Regular Meeting Minutes

Monday, May 6, 2024 at 6:00 PM

Conover City Hall Council Chambers

101 1st Street E, Conover

A Regular Meeting of the Conover City Council was held on Monday, May 6, 2024 at 6:00 PM in the Council Chambers of Conover City Hall.

I. CALL TO ORDER

Kyle J. Hayman, Mayor

Council Members Present:

Mayor Kyle Hayman
Mayor Pro Tem / Council Member Bruce Eckard
Council Member Mark Canrobert
Council Member Joie Fulbright
Council Member Jim Green
Council Member Brenda Powell

Council Members Absent:

None

Staff Present:

City Manager Tom Hart, City Clerk Stephanie Watson,
City Attorney Susan Matthews, Human Resources
Madeleine Epley, Finance Director Kurt L. Beal,
Planning Director Erik Schlichting, Public Works
Director Terry R. Jones, Public Utilities Director Brian
Bradshaw, Fire Chief Mark Stafford, Interim Police
Chief Robert Houston

Kyle Hayman, Mayor requested a moment of silence for the families of the fallen officers in Charlotte, NC.

II. INVOCATION

Rev. Don W. Bledsoe, Covenant Christian Church

III. PLEDGE OF ALLEGIANCE

Kyle J. Hayman, Mayor

IV. APPROVAL OF AGENDA

Motion was duly made by Council Member Canrobert, seconded by Council Member Green, to adopt the Monday, May 6, 2024 Agenda.

MINUTES FROM THE MAY 6, 2024 CONOVER CITY COUNCIL REGULAR MEETING

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

V. APPROVAL OF CONSENT AGENDA

All items below are considered to be routine by the City 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 the Business Agenda section.

Item 1: Approval of Minutes

a. April 1, 2024 Regular Meeting Minutes

Mayor Kyle J. Hayman presented the April 1, 2024 Regular Meeting Minutes.

(April 1, 2024 Regular Meeting Minutes contained in Minute Book 20.)

Item 2: Resolution 12-24: Certificate of Appreciation for Police Chief L. Eric Loftin

Mayor Kyle J. Hayman presented Resolution 12-24: Certificate of Appreciation for Police Chief L. Eric Loftin.

(Resolution 12-24: Certificate of Appreciation for Police Chief L. Eric Loftin contained in the exhibit file called 2024 Resolutions.)

CITY OF CONOVER RESOLUTION 12-24

CERTIFICATE OF APPRECIATION POLICE CHIEF L. ERIC LOFTIN

WHEREAS, Chief L. Eric Loftin, a committed member of the City of Conover for many years, began his career with Conover in February of 1988, at 18 years old, as a volunteer fireman within the Conover Fire Department, where he remained a volunteer for 20 years; and

WHEREAS, in November of 1991, L. Eric Loftin was hired as a full-time Police Officer for the Conover Police Department, where he worked his way through the ranks with determination, being promoted to Sergeant in 1997, Lieutenant in 2006, Captain in 2009, Major/Assistant Chief in 2015, to Police Chief for the City of Conover in April of 2016; and

WHEREAS, throughout his tenure with the City of Conover, L. Eric Loftin spearheaded numerous community events and initiatives aimed at enhancing both the department and the city. These efforts included transitioning to electronic crash reporting and citations, introducing community policing strategies to better understand the needs of Conover's residents, collaborating with Newton-Conover City Schools to establish the first School Resource Officer in an elementary school in Catawba County, and pioneering the adoption of Flock Safety License Plate Cameras with Artificial Intelligence in Conover,

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making it the first agency in Catawba County to utilize this technology for locating wanted/missing persons, recovering stolen vehicles, and assisting in criminal investigations; and

WHEREAS, *He actively promoted the Police Department within the community by fostering engagement in city-sponsored events such as Santa Cops, collaborating with his department to advocate for National Night Out participation, and joining the NC Special Olympics Annual Torch Run; and*

WHEREAS, *L. Eric Loftin began his law enforcement journey in 1991 following his graduation from Basic Law Enforcement Training. Notable achievements include becoming the Conover Police Department's inaugural Traffic Crash Reconstructionist in June 1995, fulfilling the rigorous requirements set by the North Carolina Criminal Justice Education and Training Standards Commission to attain the prestigious Advanced Law Enforcement Certificate in February 2001. His dedication to professional development was further evidenced by his completion of the Criminal Investigator Certificate Program at the North Carolina Justice Academy in August 2005, after accumulating over 400 hours of training. Loftin continued to set a precedent for lifelong learning within the Conover Police Department, obtaining a Bachelor's degree in Applied Science from Lees-mccrae College in 2006 and a Master's in Public Administration from Appalachian State University in 2011, all while maintaining full-time employment; and*

WHEREAS, *he has also contributed his expertise as an instructor for various law enforcement courses, including Certified Law Enforcement General Instructor (2001), Specialized Law Enforcement Driver Training Instructor (2002), Taser Instructor (2004), and Rapid Deployment Instructor (2010); and*

WHEREAS, *outside of his role in the Police Department, Chief Loftin actively engaged with our community in various capacities including serving as Rotary Club President, coaching for Newton-Conover High School Varsity Softball Team, and serving on the board of Directors for the Children's Advocacy and Protection Center; and*

WHEREAS, *Chief Loftin's years of service have epitomized a fervent dedication to enhancing our community, underscored by exemplary achievements that have been instrumental in the success of the City of Conover; and*

NOW, THEREFORE, BE IT RESOLVED *that the Conover City Council, on behalf of the citizens of Conover, publicly commends **Police Chief L. Eric Loftin** for his 35.5 years of faithful service and contributions to the City of Conover.*

Adopted this the 6th day of May, 2024.

Item 3: Resolution 13-24: A Resolution Awarding Retiring Police Chief L. Eric Loftin His Badge and Service Sidearm

Mayor Kyle J. Hayman presented Resolution 13-24: A Resolution Awarding Retiring Police Chief L. Eric Loftin His Badge and Service Sidearm.

(Resolution 13-24: A Resolution Awarding Retiring Police Chief L. Eric Loftin His Badge and Service Sidearm contained in the exhibit file called 2024 Resolutions.)

CITY OF CONOVER RESOLUTION 13-24

A RESOLUTION AWARDING RETIRING POLICE CHIEF L. ERIC LOFTIN HIS BADGE AND SERVICE SIDEARM

WHEREAS, *G.S. 20-187.2 provides that retiring members of municipal law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the municipality; and*

WHEREAS, *G.S. 20-187.2 further provides that the governing body of the municipal law enforcement agency may, in its discretion, award to a retiring member the service sidearm of such retiring member; and*

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***WHEREAS**, L. Eric Loftin has served as a member of the City of Conover Police Department for a period of 33 years, as Police Chief since 2016, and is retiring from the City of Conover Police Department effective May 1, 2024; and*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Conover, North Carolina that:*

- 1. The badge worn by L. Eric Loftin during his service with the City of Conover Police Department and his service sidearm (SIG SAUER, Model P365, Serial Number 66F662030) are now declared surplus.*
- 2. The City Manager or his designee is hereby authorized in accordance with the provisions of G.S. 20-187.2 to transfer said badge and sidearm to L. Eric Loftin.*

Adopted this 6th day of May, 2024.

Item 4: Resolution 14-24: Certificate of Appreciation for Assistant Executive Director Sherry Griffin of the Western Piedmont Council of Governments

Mayor Kyle J. Hayman presented Resolution 14-24: Certificate of Appreciation for Assistant Executive Director Sherry Griffin of the Western Piedmont Council of Governments.

(Resolution 14-24: Certificate of Appreciation for Assistant Executive Director Sherry Griffin of the Western Piedmont Council of Governments contained in the exhibit file called 2024 Resolutions.)

CITY OF CONOVER RESOLUTION 14-24

CERTIFICATE OF APPRECIATION FOR ASSISTANT EXECUTIVE DIRECTOR SHERRY GRIFFIN OF THE WESTERN PIEDMONT COUNCIL OF GOVERNMENTS

***WHEREAS**, SHERRY GRIFFIN BEGAN WORKING AT THE Western Piedmont Council of Governments (WPCOG) IN 1986 AS a COMMUNITY DEVELOPMENT ADMINISTRATOR. In 1988, she was promoted to a community development specialist and in 1997, she was again promoted to community and economic development director where she oversaw the WPCOG's efforts to assist local governments with the development and administration of many projects that improved the region's economy and quality of life; and*

***WHEREAS**, in 2015, Sherry was promoted to serve as the first female assistant executive director in the agency's history since 1968. She supervised community and economic development, administration and human resources, regional public housing authority, and workforce development; and*

***WHEREAS**, a few of her accomplishments during her tenure with the WPCOG include:*

- Secured a groundbreaking \$1 million building reuse grant for the Continental Automotive Systems project in Morganton, obtained funding for Burke Business Park, and supported several other projects such as VEKA East, Drexel Business Park, Manufacturing Solutions Center, Target Distribution Center, Trivium Corporate Center, and Google.*
- Obtained funding for water and sewer systems for nearly all of the 28 local governments served by the WPCOG; Many of which were installed in low-income neighborhoods.*
- Developed the Unifour Consortium, funded through the HOME Investment Partnership Act by the U.S. Department of Housing and Urban Development (HUD). With a total allocation of \$28.2 million and \$7 million in program income in the past 27 years, the Consortium focused on regional housing activities for low- to moderate-income individuals. This included assisting over 3,000 first-time homebuyers, leveraging \$20.3 million in down-payment assistance funds for over \$267 million in home purchases, supporting 14 different community housing development organizations (CHDOs) with over \$5.7 million in allocations.*

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- *Facilitated access to the North Carolina Housing Finance Agency's Low-Income Housing Tax Credit Loan Program, resulting in \$6.5 million in HOME funds and over \$192 million in total investments which led to the development of 1,501 housing units, including 380 senior units, enhancing housing accessibility and affordability in the region.*

***WHEREAS**, Sherry has administered 750 grants amounting to more than \$2 billion worth of public and private investment for the region which included support for many CDBG grants for the City of Conover such as the previously mentioned Manufacturing Solutions Center; and*

***WHEREAS**, Sherry has served on many Boards which include: the Western NC Housing Partnership board for 25 years, becoming Chair in 2011; the VEDIC board for seven years, elected Chair in 2021; the Hickory Community Theater Board; and the H.O.M.E. Living Opportunities Non-profit Board; and*

***WHEREAS**, through cultivating robust partnerships with funding agencies and local governments, alongside her outstanding grant-writing proficiency, Sherry has drawn in over \$2 billion in investments, demonstrating her capacity to propel essential projects forward; and*

***WHEREAS**, Sherry's years of service have epitomized a fervent dedication to enhancing our community which has been instrumental to the City of Conover and to the Western Piedmont region; and*

***NOW, THEREFORE, BE IT RESOLVED** that the Conover City Council, on behalf of the citizens of Conover, publicly commends Assistant Executive Director Sherry Griffin for her 37 years of faithful service and contributions to the City of Conover and to the surrounding communities.*

Adopted this the 6th day of May, 2024.

Item 5: Proclamation: Professional Municipal Clerk's Week - May 5-11, 2024

Mayor Kyle J. Hayman presented Proclamation: Professional Municipal Clerk's Week - May 5-11, 2024.

(Proclamation: Professional Municipal Clerk's Week - May 5-11, 2024 contained in the exhibit file called 2024 Proclamations.)

Item 6: Proclamation: National Police Week - May 12-18, 2024

Mayor Kyle J. Hayman presented Proclamation: National Police Week - May 12-18, 2024.

(Proclamation: National Police Week - May 12-18, 2024 contained in the exhibit file called 2024 Proclamations.)

Item 7: Proclamation: National Public Works Week - May 19-25, 2024

Mayor Kyle J. Hayman presented Proclamation: National Public Works Week - May 19-25, 2024.

(Proclamation: National Public Works Week - May 19-25, 2024 contained in the exhibit file called 2024 Proclamations.)

Motion was duly made by Mayor Pro Tem / Council Member Eckard, seconded by Council Member Green, to adopt the Consent Agenda.

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AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

VI. BUSINESS AGENDA

Item 8: Comments from Visitors and Guests

Mayor Kyle Hayman opened the public comment period.

Thomas Corpening of 705 2nd St Ct SW, Conover invited members of Council and staff to attend the SW Community Watch meeting on May 21st at 6PM at Thomas Chapel. He is the Chair of the SW Community Watch, and he wished to address some issues concerning sewage, grants for parks, and a truck parked in the middle of the street (safety concerns).

There be no other comments, motion was duly made by Council Member Canrobert, seconded by Council Member Fulbright, to close the public comment period.

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

Item 9: Ordinance 10-24: Grant Project Ordinance Amendment - EDA Grant for MSCII PPE Equipment

Kurt L. Beal, Finance Director presented Ordinance 10-24: Grant Project Ordinance Amendment - EDA Grant for MSCII PPE Equipment. This ordinance will close fund CPO Fund 431. In November 2021, Council approved a federal grant from the Economic Development Association (EDA) for \$600,000 to fund the purchase of PPE equipment to be used by Manufacturing Solutions Center. This grant required a 25% local match that was funded 50/50 by Catawba County and the CVCC Foundation. The City paid \$25,000 to the Western Piedmont Council of Governments for grant administration services. The grant was used to purchase seven sewing machines that were placed at Manufacturing Solutions Center

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II.

Motion was duly made by Council Member Green, seconded by Council Member Powell, to adopt Ordinance 10-24: Grant Project Ordinance Amendment - EDA Grant for MSCII PPE Equipment.

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

(Ordinance 10-24: Grant Project Ordinance Amendment - EDA Grant for MSCII PPE Equipment contained in the exhibit file called 2024 Ordinances.)

CITY OF CONOVER ORDINANCE 10-24

GRANT PROJECT ORDINANCE AMENDMENT EDA GRANT FOR MSCII PPE EQUIPMENT

The City Council of the City of Conover, North Carolina does ordain and enact as follows:

1. That pursuant to Section 13.2 Chapter 159 of the General Statutes of North Carolina, EDA Grant MSCII PPE Equipment Grant Project Ordinance No. 58-21 adopted on November 1, 2021, is hereby and amended and closed:

EDA Grant for MSCII PPE Equipment

REVENUES

Account	Description	Project Budget	Amendment	Amended Budget
431-3490-0000	EDA Grant for MSC2 PPE Eqpmt	\$ 600,000	\$ (617)	\$ 599,383
431-3401-0000	Catawba County	75,000	(77)	\$ 74,923
431-3402-0000	CVCC Community Foundation	75,000	(77)	\$ 74,923
431-3970-9110	Transfer from General Fund	25,000		\$ 25,000
	Total Revenues	\$ 775,000	\$ (771)	\$ 774,229

EXPENDITURES

Account	Description	Project Budget	Amendment	Amended Budget
431-6600-7400	PPE Manufacturing and Testing Equipment	\$ 750,000	\$ (771)	\$ 749,229
431-6600-4500	WPCOG Administrative Services	25,000	-	\$ 25,000
	Total Expenditures	\$ 775,000	\$ (771)	\$ 774,229

2. That all ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

3. That the City Council hereby declares that should any section, paragraph, sentence or word of this ordinance be declared for any reason invalid, it is the intent of the City Council that it would have passed all other portions of this ordinance independent of elimination of any such portion that may be declared invalid.

4. That this ordinance shall take effect and be in force from and after the date of its adoption.

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Adopted this the 6th day of May, 2024.

Item 10: Discussion of Carolina Thread Trail Implementation Grant

- a. Resolution 15-24: Authorizing Use of Awarded Funds for a Feasibility Study of a Trail Connection from Conover to Hickory**
- b. Ordinance 11-24: An Ordinance Amending the 2023-2024 Budget Ordinance**

Item 10a. Resolution 15-24: Authorizing Use of Awarded Funds for a Feasibility Study of a Trail Connection from Conover to Hickory

City Manager Tom Hart presented Resolution 15-24: Authorizing Use of Awarded Funds for a Feasibility Study of a Trail Connection from Conover to Hickory.

Mr. Hart explained that one of the focuses of the city's strategic plan is "Community Walkability" and one of the strategies found within is a pedestrian connection between the City of Conover and the City of Hickory.

In March 2023, the City applied for and received a \$40,000 grant from the Carolina Thread Trail to study the feasibility of a pedestrian connection between Hickory and Conover. At that time, the City planned to use that \$40,000 to match another grant from the North Carolina Department of Transportation (NCDOT), but the City was not awarded the grant from the NCDOT.

More recently, the City was approached again by Hickory about the pedestrian connection project when a \$25,000,000 federal grant became available that the City of Hickory and Conover could jointly apply for during the next funding cycle. In order to complete the application process for this grant, a great deal of preliminary work is needed which would include a feasibility study and engineering. The proposal is to use the funds from the Carolina Thread Trail grant to assist toward applying for the NCDOT grant with the City of Hickory.

There is no match on the current \$40,000 Carolina Thread Trail grant.

Motion was duly made by Mayor Pro Tem / Council Member Eckard, seconded by Council Member Fulbright, to adopt Resolution 15-24: Authorizing Use of Awarded Funds for a Feasibility Study of a Trail Connection from Conover to Hickory.

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None

MINUTES FROM THE MAY 6, 2024 CONOVER CITY COUNCIL REGULAR MEETING

ABSTAIN:	None
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(Resolution 15-24: Authorizing Use of Awarded Funds for a Feasibility Study of a Trail Connection from Conover to Hickory contained in exhibit file called 2024 Resolutions.)

CITY OF CONOVER

RESOLUTION 15-24

AUTHORIZING USE OF AWARDED FUNDS FOR A FEASIBILITY STUDY OF A TRAIL CONNECTION FROM CONOVER TO HICKORY

WHEREAS, The City of Conover was awarded the Carolina Thread Trail Implementation Grant (the “Grant”) in the amount of \$40,000 to be used for detailed feasibility and corridor planning of a Conover-Hickory connector trail, and

WHEREAS, The funds are administered through the Catawba Lands Conservancy, a non-profit Section 501(3)(c) organization doing business as Carolina Thread Trail, and

WHEREAS, The City of Conover has partnered with the City of Hickory who will contract with TGS Engineers to complete the feasibility study for the trail connection for a cost of \$73,000 (“TGS Contract”), and

WHEREAS, The City of Conover will cost-share with the City of Hickory for one-half (1/2) of the cost for the TGS Contract and any other expense compliant with the Grant’s spending requirements, not to exceed \$40,000, with awarded Grant funds, and

WHEREAS, The City of Conover also intends to partner with the City of Hickory to apply for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the design, engineering and construction of the trail upon completion of the feasibility study,

NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CONOVER THAT:

1. The City of Conover, will pay one-half (1/2) of the costs associated with the TGS Contract and any other expense compliant with the Grant’s spending requirements related to the completion of a feasibility study of a Conover-Hickory trail connection, not to exceed \$40,000.00;
2. The City Manager, being the **Authorized Official**, and successors so titled, is hereby authorized to execute an agreement(s) with the City of Hickory for the purposes described herein.
3. The **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate agency may request in connection with such agreement(s) or in furtherance of the purposes described herein; to make the assurances as contained above; and to execute such other documents as may be required in connection with the purposes described herein.
4. The City of Conover has substantially complied with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 6th day of May, 2024 at Conover, North Carolina.

Item 10b. Ordinance 11-24: An Ordinance Amending the 2023-2024 Budget Ordinance

Tom Hart, City Manager presented Ordinance 11-24: An Ordinance Amending the 2023-2024 Budget Ordinance. This ordinance will move the Carolina Trail grant funds to another fund so that it may be spent toward the application for the NCDOT grant.

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Motion was duly made by Council Member Canrobert, seconded by Council Member Green, to adopt Ordinance 11-24: An Ordinance Amending the 2023-2024 Budget Ordinance.

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

(Ordinance 11-24: An Ordinance Amending the 2023-2024 Budget Ordinance contained in exhibit file called 2024 Ordinances.)

CITY OF CONOVER ORDINANCE 11-24

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Conover, North Carolina, that the 2023-2024 Budget Ordinance of the City of Conover, adopted pursuant to the provisions of Chapter 159 of the General Statutes of North Carolina, the Local Government Budget and Fiscal Control Act, be amended as noted herein.

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

Account		Description	Increase/ Debit	Decrease/ Credit
100-4250-4500		Contracted Services - Planning	40,000	
Total			\$40,000	

This will result in a net increase of \$40,000 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased as follows:

Account		Description	Decrease/ Debit	Increase/ Credit
100-3490-4250		Planning Grants		40,000
Total				\$40,000

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.

Adopted this the 6th day of May, 2024.

Item 11: Unified Development Ordinance Agreement Discussion

a. Resolution 16-24: Authorizing City Manager to Award Unified Development Ordinance Contract

MINUTES FROM THE MAY 6, 2024 CONOVER CITY COUNCIL REGULAR MEETING

b. Ordinance 12-24: An Ordinance Amending the 2023-2024 Budget Ordinance

Erik Schlichting, Planning Director and Tom Hart, City Manager presented information regarding the redrafting of several land development regulations into a Unified Development Ordinance.

Item 11a. Resolution 16-24: Authorizing City Manager to Award Unified Development Ordinance Contract

Erik Schlichting, Planning Director presented Resolution 16-24: Authorizing City Manager to Award Unified Development Ordinance Contract. The resolution would authorize the City Manager to sign a contract for the development of a Unified Development Ordinance. The City sent out a request for proposals and received two responses. After careful review, the City has chosen a vendor.

Motion was duly made by Council Member Canrobert, seconded by Council Member Fulbright, to adopt Resolution 16-24: Authorizing City Manager to Award Unified Development Ordinance Contract.

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

(Resolution 16-24: Authorizing City Manager to Award Unified Development Ordinance Contract contained in exhibit file called 2024 Resolutions.)

CITY OF CONOVER

RESOLUTION 16-24

AUTHORIZING CITY MANAGER TO AWARD UNIFIED DEVELOPMENT ORDINANCE CONTRACT

WHEREAS, the City of Conover's Zoning Code and Subdivision Code were last wholly revised in 1975; and

WHEREAS, N.C. General Statute 160D-103 authorizes municipalities to combine land use regulations and adopt a Unified Development Ordinance; and

WHEREAS, a new Unified Development Ordinance will align with several focus areas, goals, and strategies identified the

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Conover Strategic Plan 2023-24; and

WHEREAS, in January 2024, the City of Conover solicited and later received proposals to assist City Staff in developing and adopting a Unified Development Ordinance from qualified firms; and

WHEREAS, a staff review process determined the proposal from Withers Ravenel most closely aligned with the City's needs.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CONOVER:

That the City Manager is hereby authorized to negotiate and execute an agreement and such other documents as may be required in connection with the project, with Withers Ravenel.

That the City of Conover has substantially complied with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project.

Adopted this the 6th day of May, 2024 at Conover, North Carolina.

Item 11b. Ordinance 12-24: An Ordinance Amending the 2023-2024 Budget Ordinance

Tom Hart, City Manager presented Ordinance 12-24: An Ordinance Amending the 2023-2024 Budget Ordinance and explained that the ordinance would move an additional \$90,000 into the contracted services line in the Planning Department. This would be added to the \$50,000 that was already there. The City has been negotiating with the vendor and has managed to take on some of the project in house in order to lower the cost.

Mr. Schlichting stated that as part of the process, a review committee will be put in place that will include members of Council and the Planning Board. It will be up to Council to adopt the new code. The process should take approximately a year to complete.

Motion was duly made by Mayor Pro Tem / Council Member Eckard, seconded by Council Member Canrobert, to adopt Ordinance 12-24: An Ordinance Amending the 2023-2024 Budget Ordinance.

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

(Ordinance 12-24: An Ordinance Amending the 2023-2024 Budget Ordinance contained in exhibit file called 2024 Ordinances.)

CITY OF CONOVER ORDINANCE 12-24

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Conover, North Carolina, that the 2023-2024 Budget Ordinance of the City of Conover, adopted pursuant to the provisions of Chapter 159 of the General Statutes of North Carolina, the Local Government Budget and Fiscal Control Act, be amended as noted herein.

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

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Account		Description	Increase/ Debit	Decrease/ Credit
100-4250-4500		Contracted Services - Planning	90,000	
Total			\$90,000	

This will result in a net increase of \$90,000 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased as follows:

Account		Description	Decrease/ Debit	Increase/ Credit
100-3990-0000		Fund Balance Appropriation		90,000
Total				\$90,000

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.

Adopted this the 6th day of May, 2024.

Item 12: Presentation of Audit Contract

Kurt L. Beal, Finance Director presented the Audit Contract of Thompson Price Scott Adams PA CPA (TPSA) to Council. North Carolina General Statute 159-34 requires each unit of local government to have its accounts audited each fiscal year and to submit a copy of the audit report to the Secretary of the Local Government Commission (LGC). Audit reports for municipalities are due by October 31st. The auditor shall be selected by and shall report their results directly to the governing body.

Mr. Beal recommended that the City continue working with auditing firm Thompson Price Scott Adams PA CPA (TPSA) as the first two years working with them have been a positive experience. The cost for their services will be \$26,500, which is an increase of \$1,500 from the prior year.

Motion was duly made by Council Member Canrobert, seconded by Council Member Green, to approve the Audit Contract from Thompson Price Scott Adams PA CPA (TPSA).

AYES:	Mayor Hayman, Mayor Pro Tem / Council Member Eckard, Council Member Canrobert, Council Member Fulbright, Council Member Green, Council Member Powell
NOES:	None
ABSTAIN:	None

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Item 13: Committee Reports

There were no committee reports from Council.

Item 14: City Manager's Report

BUILDING PERMITS: The City issued thirty (30) building permits during the month of April 2024, totaling \$6,434,300. Included were fourteen (14) residential, eleven (11) commercial, four (4) industrial, and one (1) institutional.

HOLIDAY CLOSINGS: The City of Conover will be closed on Monday, May 27th for Memorial Day. The garbage and recycling schedule will not change.

UPCOMING EVENTS:

FARMERS MARKET: Opening day is May 4, 2024 from 8AM – 12Noon in the Conover Post Office Parking Lot.

BUDGET RETREAT: This meeting will be held on Wednesday, May 8th at 12 Noon in the Conference Room of MSC II.

2024 SPECIAL OLYMPICS TORCH RUN: The Conover Police Department will be participating in the 2024 Special Olympics Torch run on Friday May 10, 2024. Conover Police Officers will carry the torch through the city as it makes its way to its final destination in Raleigh, NC.

COUNCIL TRAINING EVENT - Canceled: “Working Together as a Board” training for Council has been canceled by the UNC School of Government.

SHERRY GRIFFIN (PREVIOUSLY “SHERRY LONG”) RETIREMENT: The WPCOG will be holding a retirement reception and event for Sherry Griffin on Thursday, May 23, 2024 from 4:00 p.m. until 6:00 p.m. at the Historic Moretz Mills. Presentation and remarks start at 4:45 p.m. They have requested that attendees RSVP.

WPCOG POLICY BOARD MEETING: The next Policy Board Meeting will be on May 28th at 6:00 p.m. in Newton.

SW COMMUNITY WATCH MEETING: The SW Community Watch meeting will be on May 21st.

ETHICS TRAINING: The live online version of the Ethics Training for Elected officials hosted by the UNC School of Government will take place on May 23rd at 10:00AM. This two hour course will satisfy the ethics training requirement for the newly re-elected council members. An on-demand version will be offered at a later date.

MINUTES FROM THE MAY 6, 2024 CONOVER CITY COUNCIL REGULAR MEETING

NEWTON-CONOVER'S BACCALAUREATE: The Conover Ministerial Association is hosting Newton-Conover's Baccalaureate on May 19th at First Methodist at 6:00 p.m.

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:27 p.m.

Kyle J. Hayman, Mayor

Stephanie C. Watson, City Clerk