



CONOVER

North Carolina

Conover City Council

Regular Meeting Minutes

Monday, November 4, 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, November 4, 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, Police Chief Robert Houston, Information Technology Director Chris Niver, Police Major Jeff Barkley, and Deputy Fire Chief Jackie Lail

II. INVOCATION

Kyle J. Hayman, Mayor

III. PLEDGE OF ALLEGIANCE

Kyle J. Hayman, Mayor

IV. APPROVAL OF AGENDA

Motion was duly made by Council Member Green, seconded by Council Member Canrobert, to adopt the November 4, 2024 Agenda.

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

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ABSTAIN:	None
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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. **October 7, 2024 Regular Meeting Minutes**
- b. **October 15, 2024 Special Meeting Minutes**

Mayor Kyle J. Hayman presented the October 7, 2024 Regular Meeting Minutes and the October 15, 2024 Special Meeting Minutes.

(October 7, 2024 Regular Meeting Minutes and October 15, 2024 Special Meeting Minutes contained in Minute Book 20.)

Item 2: Resolution 40-24: Resolution Accepting Infrastructure Improvements from Fernhill Housing, LLC

Mayor Kyle J. Hayman presented Resolution 40-24: Resolution Accepting Infrastructure Improvements from Fernhill Housing, LLC.

(Resolution 40-24: Resolution Accepting Infrastructure Improvements from Fernhill Housing, LLC contained in the exhibit file called 2024 Resolutions.)

CITY OF CONOVER RESOLUTION 40-24

RESOLUTION ACCEPTING INFRASTRUCTURE IMPROVEMENTS FROM FERNHILL HOUSING LLC

WHEREAS, Fernhill Housing, LLC has completed the installation of public infrastructure for the Fernhill Apartments at 136 Fiddlehead Ln SE (Catawba County PIN 374111774474); and

WHEREAS, the City of Conover Utilities Department has inspected said improvements and found them to meet the City's standards; and

WHEREAS, the easement dedication maps have been filed with the Catawba County Register of Deeds in Plat Book 88, pp. 196-199, showing the dedication of easements for said improvements; and

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WHEREAS, said improvements consist of the following:

580 feet of 8" sewer line and fixtures valued at \$87,251.78

1010' of 8" water line and fixtures valued at \$275,295.64

252' of 5' sidewalk valued at \$8,568

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

That the City of Conover agrees to accept and maintain all of the infrastructure referenced in this resolution.

Adopted this, the 4th day of November, 2024.

Item 3: Resolution 41-24: A Resolution to Adopt the 2025 Conover Council Meeting Schedule

Mayor Kyle J. Hayman presented Resolution 41-24: A Resolution to Adopt the 2025 Conover Council Meeting Schedule.

(Resolution 41-24: A Resolution to Adopt the 2025 Conover Council Meeting Schedule contained in the exhibit file called 2024 Resolutions.)

CITY OF CONOVER RESOLUTION 41-24

ADOPTION OF THE PROPOSED 2025 CONOVER COUNCIL MEETING SCHEDULE

WHEREAS, General Statute § 160A-71(a) states the following:

160A-71. Regular and special meetings; recessed and adjourned meetings; procedure.

a) The council shall fix the time and place for its regular meetings. If no action has been taken fixing the time and place for regular meetings, a regular meeting shall be held at least once a month at 10:00 A.M. on the first Monday of the month.

NOW, THEREFORE, BE IT RESOLVED by the Conover City Council of the City of Conover, North Carolina that the 2025 Conover Council Meeting Schedule shall be as follows:

City of Conover City Council Regular Meeting Schedule For January 2025— December 2025

The regularly scheduled meetings of the Conover City Council shall be held on the 1st Monday

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of each month at 6:00 p.m. in the Council Chambers of Conover City Hall.

Exception: The September Meeting shall be held on Monday, September 8, 2025.

<i>Council Meeting Date</i>	<i>Time</i>	<i>Note</i>
<i>Monday, January 6, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, February 3, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, March 3, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, April 7, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, May 5, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, June 2, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, July 7, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, August 4, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, September 8, 2025*</i>	<i>6:00 p. m.</i>	<i>*September 1, 2025 is a Scheduled City Holiday*</i>
<i>Monday, October 6, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, November 3, 2025</i>	<i>6:00 p. m.</i>	
<i>Monday, December 1, 2025</i>	<i>6:00 p. m.</i>	

Adopted this the 4th day of November, 2024.

**Item 4: Resolution 42-24: A Resolution Amending the City of Conover Personnel Policy
Adopted January 5, 1998**

Mayor Kyle J. Hayman presented Resolution 42-24: A Resolution Amending the City of Conover Personnel Policy Adopted January 5, 1998.

(Resolution 42-24: A Resolution Amending the City of Conover Personnel Policy Adopted January 5, 1998 contained in the exhibit file called 2024 Resolutions.)

***CITY OF CONOVER
RESOLUTION 42-24***

***A RESOLUTION AMENDING THE CITY OF CONOVER PERSONNEL POLICY
ADOPTED JANUARY 5, 1998***

WHEREAS, the City of Conover periodically updates this Personnel Policy by Resolution;
and

WHEREAS, the Personnel Policy was updated on the 4th day of September, 2007, the 2nd of February, 2009, the 9th of January, 2012, the 2nd of December, 2013, the 1st of July, 2015, the 2nd of January 2018, the 1st of April 2019, the 6th of January, 2020, September 13, 2021, October 4, 2021, December 4, 2023, January 4, 2024, June 8, 2024, and July 8, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Conover City Council that the City of Conover Personnel Policy is hereby amended as follows:

In the following, all strikethroughs (~~strikethroughs~~) are to be removed and all items in RED and underlined (RED) are to be added:

ARTICLE VIII. LEAVES OF ABSENCE

Section 1. Holidays

a) All employees shall receive full pay (or compensation as listed in Section e) for the following holidays which shall be observed by all departments:

- (1) ~~— New Year's Day~~*
- (2) ~~— Martin Luther King's Birthday~~*
- (3) ~~— Good Friday~~*
- (4) ~~— Memorial Day~~*
- (5) ~~— July Fourth~~*
- (6) ~~— Labor Day~~*
- (7) ~~— Thanksgiving Day and the Day After Thanksgiving~~*
- (8) ~~— Christmas (see schedule that follows)~~*

b) When Christmas falls on the day as indicated below, the holiday shall be observed as follows:

- (1) ~~— Sunday December 23, 26, 27 (Friday, Monday, Tuesday)~~*
- (2) ~~— Monday December 22, 25, 26 (Friday, Monday, Tuesday)~~*
- (3) ~~— Tuesday December 24, 25, 26 (Monday, Tuesday, Wednesday)~~*
- (4) ~~— Wednesday December 24, 25, 26 (Tuesday, Wednesday, Thursday)~~*
- (5) ~~— Thursday December 24, 25, 26 (Wednesday, Thursday, Friday)~~*
- (6) ~~— Friday December 24, 25, 28 (Thursday, Friday, Monday)~~*
- (7) ~~— Saturday December 23, 24, 27 (Thursday, Friday, Monday)~~*

(c) If a holiday, other than Christmas falls on a Saturday or Sunday, the following Monday will be observed as a holiday.

The City will observe the holiday schedule maintained by the North Carolina Office of State Human Resources, which generally includes the following 12 days: New Year's Day, Martin Luther King's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving (2 Days), and Christmas (3 Days).

Adopted this the 4th Day of November, 2024.

Item 5: Proclamation: World Town Planning Day

Mayor Kyle J. Hayman presented Proclamation: World Town Planning Day.

(Proclamation: World Town Planning Day contained in the exhibit file called 2024 Proclamations.)

Motion was duly made by Council Member Canrobert, 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 6: Comments from Visitors and Guests

Mayor Hayman opened the public comment period for visitors and guests.

Amanda Freeland of 1607 Running Deer Drive, Conover spoke briefly about the Boo-tiful Downtown Bash event. She thanked the Conover Police Department for their assistance and then thanked thirty-two businesses in the community for helping to make the event happen. She then informed Council about a \$2,500 grant from Walmart that the Conover Community Partners received that will be used for future events. The next event, Christmas Comes to Conover, will take place on Saturday, November 23rd.

There being no further comments, Mayor Hayman declared the public comment period closed.

Item 7: Presentation: Recognition of Shuford Elementary School Staff Members

Jonathan Tharpe, Principal of Shuford Elementary School informed Council that Shuford Elementary School is known for being a leader in personalized learning and currently, there is a 95.4% retention rate for teachers. Last year, the school received amazing news that it had moved from a 66 grade to a 68 (high "C" school). The school is two points from becoming a "B" grade school, which is an extremely hard goal to achieve and the goal for this year is to become a "B" school. The school has also exceeded growth at 91.1%, which puts the school in the top ten percent in the state. He invited members of Council to take the opportunity to visit. He looks forward to inviting new families into Conover and into Shuford Elementary School. The school is offering two new clubs this year: archery and the Good News Club. The school is also partnering with the government in the First, First Responders program which has the goal to get every teacher CPR trained. He then spoke about the school's Title 1 status. He thanked Council for their support.

Item 8: Presentation: Greenway Fixed Route Service in Conover

Michael Bowman, Executive Director of Greenway Public Transportation informed Council that about a year ago, the Greenway Board and herself made the decision to hire a team to do a comprehensive operational analysis and the final presentation of the outcome of this analysis happened in July. For Conover, the team proposed an update to technology, an increase in service hours, more communication, more ADA accessibility, and more crosswalks. Based on

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their recommendations, Greenway has built a plan for implementation moving forward. The public's biggest concern was extended service hours and fixed route services. For the fixed route, the new schedule will run from 5:40 a.m. until 6:30 p.m. For Conover, routes 5, 6, and 7 do not have a lot of passenger traffic. About 70% of stops in Conover have no activity. These routes will be removed and replaced with a micro-transit zone which will give door to door same-day service within the zone or to a fixed route location. Two bus-stops (transfer points) will be added: one that will go to Newton and the other that will go to Hickory. Other updates include the development of an app for services, working on ways to track passenger traffic, and working on a mobile fare pay option. There was some discussion about the cost for riders to use micro-transit and how the service would work. Residents and riders will be given notice of the changes prior to implementation. Plans are to transfer the buses used in Conover to the City of Hickory to decrease route travel times.

Item 9: Consideration of Water AIA Grant

- a. **Resolution 43-24: Resolution to Accept Funding of Water AIA Project Number AIA-D-0285**
- b. **Ordinance 40-24: An Ordinance Amending the 2024-2025 Budget Ordinance**

Item 9(a): Resolution 43-24: Resolution to Accept Funding of Water AIA Project Number AIA-D-0285

Kurt L. Beal, Finance Director presented Resolution 43-24: Resolution to Accept Funding of Water AIA Project Number AIA-D-0285. The city has recently been awarded water and sewer grants. The water grant and study would be used for GIS mapping, hydraulic model pressure analysis, the development of a capital improvement plan, long term asset management plan and a rate fee/structure study. McGill Associates helped the city apply for the grant, and they would help the city conduct the study. The grant is for \$150,000 and the study is for an amount not to exceed \$180,000. A \$30,000 local match is required as well as a \$2,250 fee payable to NCDEQ for grant administration and processing.

Motion was duly made by Mayor Pro Tem / Council Member Eckard, seconded by Council Member Fulbright, to adopt Resolution 43-24: Resolution to Accept Funding of Water AIA Project Number AIA-D-0285.

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 43-24: Resolution to Accept Funding of Water AIA Project Number AIA-D-0285

contained in exhibit file called 2024 Resolutions.)

CITY OF CONOVER
RESOLUTION 43-24

RESOLUTION TO ACCEPT FUNDING OF WATER AIA PROJECT NUMBER AIA-D-0285

WHEREAS, *the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment (AIA) grants to assist eligible units of government with meeting their water infrastructure needs, and*

WHEREAS, *the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$150,000 to perform an Asset Inventory and Assessment study detailed in the submitted application, and*

WHEREAS, *the City of Conover intends to perform said project in accordance with the agreed scope of work,*

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

That the City of Conover does hereby accept the State Reserve Grant offer of \$150,000.
That the City of Conover does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
That Tom Hart, City Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of water Infrastructure.

Adopted this the 4th of November 2024 at Conover, North Carolina

Item 9(b): Ordinance 40-24: An Ordinance Amending the 2024-2025 Budget Ordinance

Kurt L. Beal, Finance Director presented Ordinance 40-24: An Ordinance Amending the 2024-2025 Budget Ordinance.

Motion was duly made by Council Member Green, seconded by Mayor Pro Tem / Council Member Eckard, to adopt Ordinance 40-24: An Ordinance Amending the 2024-2025 Budget Ordinance.

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

(Ordinance 40-24: An Ordinance Amending the 2024-2025 Budget Ordinance contained in exhibit file called 2024 Ordinances)

CITY OF CONOVER ORDINANCE 40-24

AN ORDINANCE AMENDING THE 2024-2025 BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Conover, North Carolina, that the 2024-2025 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 Water Sewer Capital Projects Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
320-8100-0404		Water AIA Study	180,000	
Total			\$180,000	

This will result in a net increase of \$0 in the expenditures of the Water Sewer Capital Projects Fund. To provide funding for the above, the following revenue budgets will be increased as follows:

Account		Description	Decrease/ Debit	Increase/ Credit
320-3490-0602		Water AIA Grant		150,000
320-3970-9135		Transfer from WS Capital Reserve		30,000
Total				\$180,000

Section 2. To amend the Water Sewer Capital Reserve Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
350-8100-9132		Transfer to WS Capital Projects Fund	30,000	
Total			\$30,000	

This will result in a net increase of \$30,000 in the expenditures of the Water Sewer Capital

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Reserve Fund. To provide funding for the above, the following revenue budgets will be increased as follows:

Account		Description	Decrease/ Debit	Increase/ Credit
350-2990-1000		WS Reserve Fund Balance Appropriation		30,000
Total				\$30,000

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 4th day of November, 2024.

Item 10: Consideration of Sewer AIA Grant

- a. Resolution 44-24: Resolution to Accept Funding of Sewer AIA Project Number AIA-W-0290**
- b. Ordinance 41-24: An Ordinance Amending the 2024-2025 Budget Ordinance**

Item 10(a): Resolution 44-24: Resolution to Accept Funding of Sewer AIA Project Number AIA-W-0290

Kurt L. Beal, Finance Director presented Resolution 44-24: Resolution to Accept Funding of Sewer AIA Project Number AIA-W-0290. This grant would be used to study the city's sewer infrastructure. It is a \$150,000 grant with a \$30,000 match. The "not to exceed amount" is \$180,000. NCDEQ would receive \$2,250. It usually takes six months to a year to complete the study.

Motion was duly made by Council Member Canrobert, seconded by Council Member Green, to adopt Resolution 44-24: Resolution to Accept Funding of Sewer AIA Project Number AIA-W-0290.

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 44-24: Resolution to Accept Funding of Sewer AIA Project Number AIA-W-0290 contained in exhibit file called 2024 Resolutions.)

CITY OF CONOVER
RESOLUTION 44-24

RESOLUTION TO ACCEPT FUNDING OF SEWER AIA PROJECT NUMBER AIA-W-0290

WHEREAS, *the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment (AIA) grants to assist eligible units of government with meeting their water infrastructure needs, and*

WHEREAS, *the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$150,000 to perform an Asset Inventory and Assessment study detailed in the submitted application, and*

WHEREAS, *the City of Conover intends to perform said project in accordance with the agreed scope of work,*

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

That the City of Conover does hereby accept the State Reserve Grant offer of \$150,000. That the City of Conover does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
That Tom Hart, City Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of water Infrastructure.

Adopted this the 4th of November 2024 at Conover, North Carolina

Item 10(b): Ordinance 41-24: An Ordinance Amending the 2024-2025 Budget Ordinance

Kurt L. Beal, Finance Director presented Ordinance 41-24: An Ordinance Amending the 2024-2025 Budget Ordinance.

Motion was duly made by Council Member Canrobert, seconded by Council Member Green, to adopt Ordinance 41-24: An Ordinance Amending the 2024-2025 Budget Ordinance.

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

(Ordinance 41-24: An Ordinance Amending the 2024-2025 Budget Ordinance contained in exhibit file called 2024 Ordinances)

CITY OF CONOVER ORDINANCE 41-24

AN ORDINANCE AMENDING THE 2024-2025 BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Conover, North Carolina, that the 2024-2025 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 Water Sewer Capital Projects Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
320-8100-0405		Sewer AIA Study	180,000	
Total			\$180,000	

This will result in a net increase of \$0 in the expenditures of the Water Sewer Capital Projects Fund. To provide funding for the above, the following revenue budgets will be increased as follows:

Account		Description	Decrease/ Debit	Increase/ Credit
320-3490-0603		Sewer AIA Grant		150,000
320-3970-9135		Transfer from WS Capital Reserve		30,000
Total				\$180,000

Section 2. To amend the Water Sewer Capital Reserve Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
350-8100-9132		Transfer to WS Capital Projects Fund	30,000	
Total			\$30,000	

This will result in a net increase of \$30,000 in the expenditures of the Water Sewer Capital

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Reserve Fund. To provide funding for the above, the following revenue budgets will be increased as follows:

Account		Description	Decrease/ Debit	Increase/ Credit
350-2990-1000		WS Reserve Fund Balance Appropriation		30,000
Total				\$30,000

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 4th day of November, 2024.

Item 11: Ordinance 42-24: An Ordinance Amending the 2024-2025 Budget Ordinance

Robert Houston, Police Chief presented Ordinance 42-24: An Ordinance Amending the 2024-2025 Budget Ordinance. This ordinance pertains to the purchase of Police Department's portable radios and for twelve RTS rifle rated ballistic shields. Over the last two budget cycles, the department has been able to purchase six radios and the school system has purchased two of these radios for SROs. Eight radios are in service. Thirty-two more are needed to equip all the city's officers. These radios are TDMA and interoperable with the Viper system. Ballistic shields would be used for the safety of the community and the department's officers. In certain situations, these shields are necessary to provide cover for officers and citizens and there are times in the recent past where these shields would have been beneficial to have.

Motion was duly made by Council Member Canrobert, seconded by Council Member Green, to adopt Ordinance 42-24: An Ordinance Amending the 2024-2025 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 42-24: An Ordinance Amending the 2024-2025 Budget Ordinance contained in exhibit file called 2024 Ordinances.)

***CITY OF CONOVER
ORDINANCE 42-24***

AN ORDINANCE AMENDING THE 2024-2025 BUDGET ORDINANCE

MINUTES FROM THE NOVEMBER 4, 2024 CONOVER CITY COUNCIL REGULAR MEETING

BE IT ORDAINED by the City Council of the City of Conover, North Carolina, that the 2024-2025 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 Capital Reserve Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
520-6600-9110		Transfer to General Fund	119,000	
520-6600-9052		Reserve for Police Equipment		119,000
Total			\$119,000	\$119,000

This will result in a net increase of \$106,000 in the expenditures of the General Capital Reserve Fund.

Section 2. To amend the General Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
100-5100-6400		Non-Capital Outlay - Police	119,000	
Total			\$119,000	

This will result in a net increase of \$119,000 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
100-3970-9152		Transfer from General Reserve Fund		119,000
Total				\$119,000

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 4th day of November, 2024.

Item 12: Consideration of Parks and Pedestrian Grants

a. Approval of Accessible Parks Grant Agreement

- b. **Approval of Rural Downtown Economic Development (RDED) Grant Agreement**
- c. **Ordinance 43-24: Capital Project Ordinance - Parks and Pedestrian Improvements**
- d. **Ordinance 44-24: Ordinance to Amending the 2024-2025 Budget Ordinance**

Kurt L. Beal, Finance Director informed Council that on October 18th the city was awarded the Rural Downtown Economic Development Grant (RDED grant) for \$255,000 from NC Commerce. The match on this grant is \$12,750 (5%).

The city received another grant for \$500,000 accessible parks grant from the North Carolina Department of Natural and Cultural Resources. It is PARTF grant and will be used for accessibility improvements for the Downtown Park. These improvements include: new playground equipment with pour and play services, a bathroom, and other ADA features. This grant requires a \$100,000 local match that has been included in the fiscal year 2024-2025 budget.

Based on current quotes for these projects, the city is requesting another \$25,125.

Mr. Beal then spoke briefly of future grants that the city has plans to apply for.

Item 12(a): Approval of Accessible Parks Grant Agreement

Kurt L. Beal, Finance Director presented the Accessible Parks Grant Agreement.

Motion was duly made by Mayor Pro Tem Eckard / Council Member Eckard, seconded by Council Member Canrobert, to accept the Accessible Parks Grant Agreement.

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 12(b): Approval of Rural Downtown Economic Development (RDED) Grant Agreement

Kurt L. Beal, Finance Director presented the Rural Downtown Economic Development (RDED) Grant Agreement.

Motion was duly made by Mayor Pro Tem Eckard / Council Member Eckard, seconded by

MINUTES FROM THE NOVEMBER 4, 2024 CONOVER CITY COUNCIL REGULAR MEETING

Council Member Canrobert, to accept the Rural Downtown Economic Development (RDED) Grant Agreement.

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 12(c): Ordinance 43-24: Capital Project Ordinance - Parks and Pedestrian Improvements

Kurt L. Beal, Finance Director presented Ordinance 43-24: Capital Project Ordinance - Parks and Pedestrian Improvements.

Motion was duly made by Council Member Canrobert, seconded by Council Member Powell, to adopt Ordinance 43-24: Capital Project Ordinance - Parks and Pedestrian Improvements.

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 43-24: Capital Project Ordinance - Parks and Pedestrian Improvements contained in exhibit file called 2024 Ordinances.)

CITY OF CONOVER ORDINANCE 43-24

CAPITAL PROJECT ORDINANCE PARKS AND PEDESTRIAN IMPROVEMENTS

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

- 1. That pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, Downtown Rural Transformation Grant Capital Project Ordinance No 38-23, adopted on December 4, 2023, is hereby amended:*

Parks and Pedestrian Improvements

MINUTES FROM THE NOVEMBER 4, 2024 CONOVER CITY COUNCIL REGULAR MEETING

REVENUES

Account	Description	Project Budget	Amendment	Amended Budget
420-3490-0100	Rural Transformation Grant (RTG)	\$ 640,000	\$ -	\$ 640,000
420-3490-0200	Rural Downtown Econ Dev Grant (RDED)		254,997	254,997
420-3490-0300	Accessible Parks Grant		500,000	500,000
420-3490-0400	Arts Grant		10,000	10,000
420-3970-9167	Transfer from General Capital Projects		150,000	150,000
420-3970-9110	Transfer from General Fund		25,125	25,125
	Total Revenues	\$ 640,000	\$ 940,122	\$ 1,580,122

EXPENDITURES

Account	Description	Project Budget	Amendment	Amended Budget
420-6400-0401	Professional Services - RTG	\$ 175,300	\$ -	\$ 175,300
420-6400-7201	Construction - RTG	464,700		464,700
420-6400-7202	Construction - RDED		267,747	267,747
420-6400-7203	Construction - AP		625,125	625,125
420-6400-7200	Construction - General		47,250	47,250
	Total Expenditures	\$ 640,000	\$ 940,122	\$ 1,580,122

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.*

Adopted this the 4th day of November, 2024.

Item 12(d): Ordinance 44-24: Ordinance Amending the 2024-2025 Budget Ordinance

Kurt L. Beal, Finance Director presented Ordinance 44-24: Ordinance Amending the 2024-2025 Budget Ordinance.

Motion was duly made by Council Member Green, seconded by Council Member Fulbright, to adopt Ordinance 44-24: Ordinance Amending the 2024-2025 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

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(Ordinance 44-24: Ordinance Amending the 2024-2025 Budget Ordinance contained in exhibit file called 2024 Ordinances.)

CITY OF CONOVER
ORDINANCE 44-24

AN ORDINANCE AMENDING THE 2024-2025 BUDGET ORDINANCE

BE IT ORDAINED by the City Council of the City of Conover, North Carolina, that the 2024-2025 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
100-6600-9142		Transfer to Parks & Pedestrian Improvement Fund	25,125	
Total			\$25,125	

This will result in a net increase of \$25,125 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		General Fund Balance Appropriation		25,125
Total				\$25,125

Section 2. To amend the General Capital Projects Fund, the expenditures are to be changed as follows:

Account		Description	Increase/ Debit	Decrease/ Credit
670-6400-7300		Capital Improvements - Parks		150,000
670-6600-9142		Transfer to Parks & Pedestrian Improvement Fund	150,000	
Total			\$150,000	\$150,000

This will result in a net increase of \$0 in the expenditures of the General Capital Projects Fund.

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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 4th day of November, 2024.

Item 13: Resolution 45-24: Resolution to Adopt the NC 457 Public Employee Deferred Compensation Plan

Kurt L. Beal, Finance Director presented Resolution 45-24: Resolution to Adopt the NC 457 Public Employee Deferred Compensation Plan. The North Carolina Retirement System currently administers the city's 401k plan. The retirement system also offers a 457 Plan. The city has not participated in the 457 Plan in the past, but it has been a growing request by employees that the city does so. If the city participates in the 457 Plan, there would be no employer contribution or no cost to the city to initiate it. There would be some initial enrollment work for employees, and the city would do an extra remittance to Empower (third party administrator for the city) each month.

Mr. Beal spoke briefly about the history of the 457 Plan. There was some discussion about whether the city would be contributing to the plan. There was a request to see what other cities were doing with this plan. Mr. Beal stated that the City would only be contributing to the 401k Plan. There would not be contributions by the city to the 457 Plan and the 457 Plan would only be considered an additional retirement account that employees would have access to that would not have any penalties attached if funds were withdrawn prior to age 59 1/2.

Motion was duly made by Council Member Canrobert, seconded by Council Member Powell, to adopt Resolution 45-24: Resolution to Adopt the NC 457 Public Employee Deferred Compensation Plan.

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 45-24: Resolution to Adopt the NC 457 Public Employee Deferred Compensation Plan contained in exhibit file called 2024 Resolutions.)

***CITY OF CONOVER
RESOLUTION 45-24***

***RESOLUTION TO ADOPT THE NC 457(b) PUBLIC EMPLOYEE DEFERRED
COMPENSATION PLAN***

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***WHEREAS**, the City Council of Conover wishes to provide a qualified defined contribution plan to the employees of the City of Conover located in Conover; and*

***WHEREAS**, the State of North Carolina has established the North Carolina Public Employee Deferred Compensation Plan, a qualified governmental Deferred Compensation Plan under Internal Revenue Code § 457(b) for public employees of North Carolina.*

***NOW, THEREFORE, BE IT RESOLVED** that the City Council of Conover has adopted the North Carolina Public Employee Deferred Compensation Plan also known as “NC Deferred Comp” under the terms of the Plan Document and the Third-Party Administrator Agreement. All employees shall become eligible to defer compensation immediately.*

Adopted this the 4th day of November, 2024.

Item 14: Resolution 46-24: Resolution Declaring Items Surplus and Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160A-274

Tom Hart, City Manager presented Resolution 46-24: Resolution Declaring Items Surplus and Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160A-274. Mr. Hart stated that the resolution would declare a 1991 Chevrolet Truck and 2015 Chevrolet Tahoe surplus and would authorize the City Manager to convey this property to one of the cities that were affected by Tropical Storm Helene.

Items for surplus included:

Property Description	VIN Number	Mileage	Depreciated Value
1991 Chevrolet Truck	1GBG6H1J0MJ112305	19,835.1	0
2015 Chevrolet Tahoe	1GNLC2EC4FR515548	74,819	0

Motion was duly made by Mayor Pro Tem / Council Member Eckard, seconded by Council Member Powell, to adopt Resolution 46-24: Resolution Declaring Items Surplus and Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160A-274.

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 46-24: Resolution Declaring Items Surplus and Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160A-274 contained in exhibit file called 2024 Resolutions.)

CITY OF CONOVER
RESOLUTION 46-24

Resolution Declaring Items Surplus and Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160-274

WHEREAS, the City of Conover owns the following:

<i>Property Description</i>	<i>VIN Number</i>	<i>Mileage</i>	<i>Depreciated Value</i>
<i>1991 Chevrolet Truck</i>	<i>1GBG6H1J0MJ112305</i>	<i>19,835.1</i>	<i>0</i>
<i>2015 Chevrolet Tahoe</i>	<i>1GNLC2EC4FR515548</i>	<i>74,819</i>	<i>0</i>

WHEREAS, North Carolina General Statute 160A-274 authorizes a governmental unit in this State to exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property upon such terms and conditions as the governmental unit deems wise, with or without consideration; and

WHEREAS, N.C. General Statute 166A-19.1(4) provides that it is the responsibility of state agencies and local governments in recovery from natural emergencies to provide for cooperation and coordination of activities relating to emergency mitigation, preparedness, response, and recovery among agencies and with local and federal governments; and

WHEREAS, on September 25, 2024, Governor Roy Cooper issued a Declaration of a Statewide State of Emergency for the State of North Carolina due to the anticipated impacts from Tropical Storm Helene; and

WHEREAS, on September 28, 2024, U.S. President Joseph R. Biden, Jr. issued a major disaster declaration in the State of North Carolina after he determined that damage resulting from Tropical Storm Helene, beginning on September 25, 2024, was of sufficient severity and magnitude to warrant a major disaster declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act; and

WHEREAS, the following areas of the State of North Carolina were designated adversely affected by this major disaster: Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Catawba, Clay, Cleveland, Gaston, Haywood, Henderson, Jackson, Lincoln, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Transylvania, Watauga, Wilkes, and Yancey Counties and the Eastern Band of Cherokee Indians; and

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***WHEREAS**, the City of Conover has determined that it is in the best interest of the city to convey the aforementioned property to governmental units that have been directly affected by Tropical Storm Helene in order to assist in relief and recovery efforts.*

NOW, THEREFORE, THE CONOVER CITY COUNCIL RESOLVES THAT:

1. The City of Conover declares the following items surplus:

<i>Property Description</i>	<i>VIN Number</i>	<i>Mileage</i>	<i>Depreciated Value</i>
<i>1991 Chevrolet Truck</i>	<i>1GBG6H1J0MJ112305</i>	<i>19,835.1</i>	<i>0</i>
<i>2015 Chevrolet Tahoe</i>	<i>1GNLC2EC4FR515548</i>	<i>74,819</i>	<i>0</i>

2. The City of Conover has determined that it is the best interest of the City to convey for no consideration the aforementioned surplus items to the affected governmental units located within the following areas: Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Catawba, Clay, Cleveland, Gaston, Haywood, Henderson, Jackson, Lincoln, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Transylvania, Watauga, Wilkes, and Yancey Counties and the Eastern Band of Cherokee Indians for the purpose of Tropical Storm Helene relief and recovery.

3. The City Manager of the City of Conover is authorized to negotiate conveyance and to execute all documents necessary to convey the property in the manner authorized by this Resolution.

Adopted this the 4th day of November, 2024.

Item 15: Committee Reports

Members of Council presented their committee reports. Mayor Pro Tem / Council Member Eckard spoke briefly about the Hickory Metro Convention Center Ribbon Cutting on Monday, November 25th. He also gave a brief update on the ongoing progress of rebuilding North Carolina infrastructure and the train system after the effects of Tropical Storm Helene. Mayor Hayman gave a brief report on the "Waiting for the Train" event that he and some of the city staff recently attended in Morganton.

Item 16: City Manager's Report

BUILDING PERMITS: The City issued twenty-two (22) building permits during the month of October 2024, totaling \$891,022. Included were thirteen (13) residential, six (6) commercial, one (1) industrial, and two (2) institutional.

HOLIDAY CLOSING: The city will be closed on Thursday, November 28 and Friday,

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November 29th for the Thanksgiving holiday. Items normally collected on Thursday, November 28th will be collected on Wednesday, November 27th. Items normally collected on Friday, November 29th will be collected on Monday, December 2nd.

UPCOMING EVENTS: **THIS MONTH:**

- **ELECTION DAY:** Tuesday, November 5, 2024
- **RIBBON CUTTING:** Neighbors Network on Saturday, November 9, 2024 at 10AM
- **RIBBON CUTTING:** Hickory Metro Convention Center on Monday, November 25, 2024 at 3:00PM. Program starts at 3:30PM.
- **GRAND OPENING:** Fernhill Apartments on Friday, November 22nd from 10:30AM - 11:30AM
- **FARMER'S MARKET HOLIDAY MARKET:** Saturday, November 23rd at Conover Post Office
- **CHRISTMAS COMES TO CONOVER:** Saturday, November 23rd

FUTURE EVENTS:

- **CHRISTMAS IN THE PARK:** Tuesday, December 3rd from 6PM until 7:30PM
- **UDO ACADEMY:** Tuesday, December 10th at 5:15 PM (Online)

VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:15 p.m.

Kyle J. Hayman, Mayor

Stephanie C. Watson, City Clerk