

CITY OF EDEN, N.C.

The regular meeting of the City Council, City of Eden, was held on Tuesday, January 16, 2024 at 6 p.m. in the Council Chambers, 308 E. Stadium Drive. Those present for the meeting were as follows:

Mayor:	Neville Hall
Council Members:	Gerald Ellis
	Jerry Epps
	Kenny Kirkman
	Greg Light
	Bruce Nooe
	Tommy Underwood
	Jason Wood
City Manager:	Jon Mendenhall
City Attorney:	Erin Gilley
City Clerk:	Deanna Hunt
Media:	Mike Moore, Mike Moore Media
	Robin Sawyers, Rockingham Update

MEETING CONVENED:

Mayor Hall called the regular meeting of the Eden City Council to order and welcomed those in attendance. Pastor William Paul Manuel, King Memorial Baptist Church, gave an invocation followed by the Pledge of Allegiance led by Reagan McNeely, a third grader at Douglass Elementary School and the daughter of Eden Detective Sonya Crabtree.

PROCLAMATIONS AND RECOGNITIONS:

- a. Recognition: Audio Plus for 30 years of business

Mayor Hall asked Neil and Jennifer Shelton and their family to come forward.

Mayor Hall said Audio Plus of Eden was locally owned by Neil and Jennifer Shelton. Mr. Shelton had been doing professional installation of automotive audio and accessories since 1985. He started as a hobby and then worked with other companies in the field. In 1993, he took a chance and opened Audio Plus of Eden on The Boulevard. In 1999, he moved the shop to the current location on Meadow Road and has continued to offer new products and services for the vehicle enthusiast. It did not matter if you have a car, truck, boat or golf cart, Audio Plus of Eden can equip your vehicle with a state-of-the-art audio or video system. He congratulated the Sheltons on the amazing accomplishment of being a locally owned small business for more than 30 years and hoped they had 30 more. He presented them with a framed print.

Mr. Shelton wanted to thank his Lord and Savior Jesus Christ for giving him the opportunity, as well as his wife and family for their support. Other key people he wanted to thank were his in-laws, Gloria and Smokey Hyler, as well as Bill Rhyne. He thanked his customers from Eden, Rockingham County and Virginia. He thanked Mayor Hall and the City for recognizing the business.

Council Member Underwood said for the people who did not know, Mr. and Mrs. Shelton held the Wilson Street Lights. He was sure some people there had heard about or seen them. They supported a good cause. He asked Mr. Shelton to tell about them.

Mr. Shelton said the lights were to raise funds for special adults in the Friendship Ministry. The lights raised money for the ministry to hold a Christmas party where the participants received gifts.

Council Member Underwood said the lights were awesome and he appreciated what they did.

b. Proclamation: Black History Month.

Mayor Hall read the proclamation.

PROCLAMATION Black History Month 2024

WHEREAS, during Black History Month, we celebrate the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and

WHEREAS, this annual observance is an opportunity to remember the challenges of our past, but also to honor countless African American heroes who inspire us to shape our country's future, and

WHEREAS, we remember and celebrate the lives of Rosa Parks, Sojourner Truth, Frederick Douglass, George Washington Carver, Harriet Tubman, and countless other African Americans who triumphed over ignorance, oppression, and injustice to make indelible contributions to our American history. They are an integral part of our Nation's story. We are indebted to the individual and collective perseverance and patriotism of these outstanding men and women;

WHEREAS, during Black History Month, we recommit to being a community of opportunity and hope for every citizen;

NOW, THEREFORE, I, Neville Hall, Mayor of the City of Eden, do hereby proclaim the month of February 2024 to be BLACK HISTORY MONTH in the City of Eden and encourage all City of Eden residents to join me in celebrating the collective ingenuity, creativity, cultures and traditions of African Americans and commit ourselves to raise awareness and appreciation of Black History Month by participating in educational events honoring the contributions of Black Americans.

This the 16th day of January, 2024.

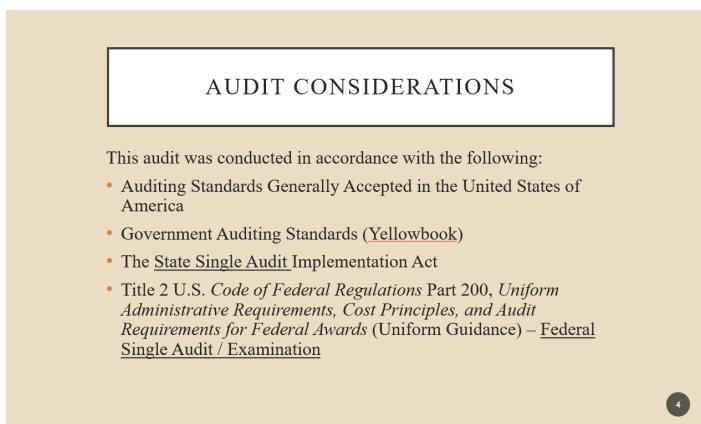
By: Neville Hall, Mayor

Attest: Deanna Hunt, City Clerk

AUDIT REPORT:

a. Presentation of the 2022-2023 Audit by Rouse, Rouse, Rouse & Gardner.

Trevor Gardner, CPA, Rouse, Rouse, Rouse & Gardner, reviewed information included in a PowerPoint shown at the meeting (*slides discussed included in the minutes*).



Mr. Gardner reviewed the types of audits performed. The first was the Financial Statement Audit as required by the Local Government Commission (LGC) per North Carolina General Statutes. The second was the Yellowbook or Government Auditing Standards. The third was the State Single Audit, required if \$500,000 or more was spent in state money. The last was the Uniform Guidance or Federal Single Audit, which was required if \$750,000 or

more was spent in federal money. The City qualified for all four audits so each was performed. He would hit on each as the presentation progressed.

AUDIT OPINION

Auditor Opinion – p.1

“In our opinion, based upon our audit, the accompanying financial statements referred to above **present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Eden as of June 30, 2023**, and the respective changes in financial position, and cash flows [where applicable] thereof and the respective budgetary comparison for the General Fund and the ARPA Fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.”

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Mr. Gardner said the Financial Statement Audit could be found on page 1 of the Financial Statement (*this report can be found in its entirety online at edennnc.us under the Finance Department page*). He read from the slide: “In our opinion, based upon our audit, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Eden as of June 30, 2023.” He explained that in other words, it was a clean audit.

ADDITIONAL AUDIT CONSIDERATIONS

- The Eden ABC Board financial statement is presented as a component unit of the City of Eden.
- This report includes financial information from the following actuarial studies:
 - Law Enforcement Separation Allowance
 - Other Post Employment Benefits
 - Local Government Retirement Pension and Law Enforcement Retirement

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Mr. Gardner said to keep in mind the Eden ABC Board financial statements were included as a component unit. Inside the report was financial information from actuarial studies related to post employment benefits, pension and separation allowance.

GENERAL FUND – BALANCE SHEET

	2023	2022	Difference	% Change
Cash	\$13,393,540	\$10,661,659	\$2,731,881	25.62%
Total Liabilities	\$1,168,400	\$949,508	\$218,892	23.05%
Fund Balance available for appropriation	\$11,041,408	\$8,720,082	\$2,321,326	26.62%
Total Fund Balance	\$15,419,522	\$12,378,104	\$3,041,418	24.57%

- Cash increased 25.62%
- Healthy Fund Balance – 24.57% increase in available fund balance

Please refer to page 87 of the report for full statement.

Mr. Gardner said the first line item was cash. There was \$13,393,540 at the end of FY 2023, compared to \$10,661,659 at the end of FY 2022, for an increase of \$2.7 million. The fund balance available for appropriation was \$11,041,408 compared to the previous year of \$8,720,082, for an increase of \$2.3 million. The total fund balance was \$15,419,522 compared to \$12,378,104, an increase of \$3 million. The cash increased 25.62 percent and the total fund balance increased 24.57 percent. The City had a healthy fund balance and it was definitely going in the right direction. All of that information could be found on page 87 of the audit report.

- ### 3-MONTHS WORKING CAPITAL POLICY
- During the 1998-1999 fiscal year, the council voted to require 3 months working capital.
 - Total Expenditures (pg 103) - \$16,482,841 divided by 12 multiplied by 3 = \$4,120,710 minimum req.
 - Total Unassigned Fund Balance is \$11,041,408 (pg 87) or \$6,920,698 higher than the policy requirement.

Mr. Gardner explained that the City adopted a policy that went into effect in 1998-1999 that required keeping three months working capital in the fund balance. The total expenditures for the year of \$16,482,841 divided by 12 months and multiplied by three months was \$4,120,710, the minimum they could have. The total unassigned fund balance was actually \$11,041,408 or \$6,920,698 higher than the minimum required.

- ### FUND BALANCE MAINTAINED BY MUNICIPALITIES
- The Local Government Commission states the fund balance available is comprised of amounts shown as restricted, committed, assigned or unassigned.
 - Total Fund Balance Available - \$12,359,681 – Per LGC Calculation
 - Total Expenditures - \$16,570,696 – Per LGC Calculation
 - Fund Balance available for expenditures – 74.59%
 - Average of Similar Units (based on expenditures) – 46%
 - The City of Eden is above the state average by 28.59%.

Mr. Gardner said there was an LGC metric detailing fund balance to pay expenditures. The LGC had their own calculation of \$12,359,681 fund balance and the total expenditures were \$16,570,696. Dividing the fund balance into expenditures showed the percentage of available fund balance was 74.59 percent, compared to the average 46 percent in other municipalities with similar expenditures. The City was above the state average by 28.59 percent, which reiterated the point of a healthy fund balance.

GENERAL FUND – BUDGETARY COMPARISON				
	Budget	Actual	Favorable/ (Unfavorable)	Page #
Total Revenues	\$17,168,100	\$19,200,004	\$2,031,904	89
Total Expenditures	\$18,640,100	\$16,482,841	\$2,157,259	103

- No budgetary violations reported in the general fund.

Mr. Gardner said while revenues were budgeted at \$17,168,100, actual revenues were \$19,200,004 creating a \$2 million favorable variance in the good. Total expenditures were budgeted at \$18,640,100 and actual was \$16,482,841, meaning the City spent less than budgeted, which was good. These two numbers were not on the slide but he wanted to point them out: interest income in the General Fund was substantially up at \$449,000 in 2023 compared to the prior year of \$34,000. Interest rates going up had increased income from investments. He wanted to note there were no budgetary violations to report. They did not see any, which was a testament to Council, management and department heads.

Mayor Hall said going back to the reserve amount, Council voted for the three-month minimum. He asked what the State required.

Mr. Gardner said it used to be eight but that was why the state had the metric. The minimum for the City was 25, the City was at 75, and the average was 46. The City was way above the minimum.

AMERICAN RESCUE PLAN ACT (ARPA) FUND			
<ul style="list-style-type: none"> The purpose of the American Rescue Plan act fund is to account for federal funds awarded to assist with the recovery of the economic and health effects of the COVID-19 pandemic. Below shows where the amount of the funds used during 2023. This can be found on page 105. 			
	Total Inception to June 30, 2022	Year Ended June 30, 2023	Total Inception to June 30, 2023
American Rescue Plan Act Allocations	580,790	1,125,362	1,706,152
Transfer to General Fund	(456,961)	(624,255)	(1,081,216)
Transfer to Water & Sewer Fund	(123,829)	(501,107)	(624,936)
Net Change	-	-	-

Mr. Gardner explained the American Rescue Plan Act funds were related to COVID-19. The middle column related to 2023 showed the General Fund used \$624,255 while the Water and Sewer Fund used \$501,107. He

believed those funds had to be assigned or spent by December 31, 2024. The Finance Department was aware of that date and the money had been spent or was planned to be spent.

WATER AND SEWER FUND – BALANCE SHEET				
	2023	2022	Difference	% Change
Cash	\$2,842,067	\$4,060,901	(\$1,218,834)	-30%
Other Receivables	\$2,615,968	\$232,454	\$2,383,514	1025%
Total Assets and Deferred Outflow of Resources	\$88,260,318	\$82,042,680	\$6,217,638	8%
Net Position	\$63,060,286	\$60,799,407	\$2,260,879	4%

Note: Please refer to page 114 of the report for full statement.

The Water and Sewer Fund balance sheet includes Mega Park Capital Project Fund and the EPA/AOC Capital Project Fund.

Mr. Gardner said the balance sheet showed some line items he thought were important. The cash balance at year end was \$2,842,067 compared to \$4,060,901 in 2022, a decrease of \$1.2 million. The difference in the other receivables was up \$2.3 million, so that is where the cash was sitting on subsequent collections after June 30. Other receivables were \$2,615,968 compared to 2022 at \$232,454, meaning they were just waiting to collect the money which he was sure had already been done. That would be the reason for the cash decrease. The net position was \$63,060,286 compared to \$60,799,407 in 2022, an increase of \$2.2 million. The information could be found on page 114 in the audit report. Included in the numbers were all the smaller project funds like EPA, Mega Park, and the Metro Pump Station. Inside the receivables number was the grant reimbursements.

WATER AND SEWER – INCOME STATEMENT			
	2023	2022	Difference
Operating Revenues (pg 115)	\$10,109,518	\$9,422,190	\$687,328
Capital Contributions from Grants (pg 115)	\$3,029,835	\$1,307,403	\$1,722,432
Operating Expenses (pg 115)	\$10,967,985	\$10,387,770	\$580,215
Non-Operating Expense – Interest (pg 115)	\$49,319	\$118,122	(\$68,803)
Net Income (pg 115)	\$2,260,879	\$256,730	\$2,004,149

Note: Capital Contributions consist of grant reimbursements

Mr. Gardner said operating revenue was up \$687,328 to \$10,109,518 compared to \$9,422,190. The second line – capital contributions from grants – was the grant reimbursements coming in from the federal and state governments at \$3,029,835 compared to \$1,307,403, an increase of \$1.7 million. The net income for the year was \$2,260,879 compared to \$256,730, an increase of \$2 million. Overall a nice increase from the prior year. To get back to the General Fund and Water and Sewer Fund, the City paid off a lot of debt the previous year so cash in the General Fund would have been reduced. They had paid off \$2.7 million in total debt payments, the interest payments on last year’s financial statements. That year, it was around \$400,000. The decision made to get the debt down had helped improve the financial statements.

EPA AOC AND MEGA PARK FUNDING SOURCES – CURRENT YEAR	
EPA AOC Remediation Plan – pg 130	
NC Connect Bond Grant	\$2,455,841
NC Connect Bond Loan	\$2,455,840
Miscellaneous Revenue	\$0
Total	\$4,911,681
Mega Park Funding Sources – pg 128	
Drinking Water Reserve Grant	\$72,437
Loan Proceeds	\$217,313
Total	\$289,750

Mr. Gardner said the EPA and Mega Park funding were the multi-year projects that had been going on for some time. They wanted to show Council where the funding was coming in. He thought the Mega Park was about finished. The total funding sources for the year for the EPA ACO Remediation Plan were \$4,911,681, half of which was grant and the other half loan. The loan would have to be repaid but on favorable terms. The Mega Park funding consisted of a reserve grant of \$72,437 and loan proceeds of \$217,313.

WATER AND SEWER – BUDGETARY INFORMATION

- Details of the budgetary Water and Sewer Fund can be found on pages 118-125.
- No departments in the Water and Sewer Fund spent over their budgeted amounts!!

Mr. Gardner said details for this information could be found on pages 118 through 125 in the audit report. There were no budgetary violations found in the fund.

ADDITIONAL ITEMS TO NOTE

- Included in the footnotes is an analysis of construction proposed commitments in effect as of June 30, 2023 and extending to 2024. Please see page 44.
- The details relating to long-term debt appear on page 76. The installment purchases total \$21,122,366 (principal) at June 30, 2023. This amount consists of \$3,209,418 of debt for governmental activities and \$17,912,948 for water and sewer activities.
- Legal Debt Margin is 8% of the total assessed property valuation of \$941,953,320, found on page 141, or \$75,356,266, which can be found on page 74.

Mr. Gardner referred Council to page 44 on the report, which was an analysis of proposed commitments so they would see what would be coming up. Page 76 detailed long-term debt, which totaled \$21,122,366 between both funds. The maximum debt the City could have was 8 percent of the property tax valuation, which was \$941,953,320. The 8 percent of that was \$75,356,266. The debt was far below that and hopefully the City would never be in a position where it needed to borrow \$75 million but legally they could.

EPA ADMINISTRATIVE ORDER OF CONSENT

- On page 78, there is a footnote concerning the EPA Administrative Order of Consent. It is imperative that the council follow the progress of the bid process and construction related to this mandate to ensure compliance with the extended deadline of December 31, 2024.
- We would like to remind the staff to timely request reimbursements of grant and loan funds.

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Mr. Gardner noted the EPA AOC compliance deadline was December 31, 2024, unless it had been updated. The penalties were heavy if it were not taken care of.

GOVERNMENTAL AUDITING STANDARDS -
YELLOWBOOK

- The Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards can be found on page 144.
- Our audit was not designed to identify all deficiencies in internal control.
- No significant deficiencies or material weaknesses were noted during 2022-2023.
- The results of our tests found no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

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Mr. Gardner said the Yellowbook Audit, or Governmental Auditing Standards, required a report on internal control over financial reporting and on compliance and other matters based on the audit performed to government standards, which was page 144. The audit was not designed to identify all deficiencies in internal control. With that being said, they did not identify any significant deficiencies or material weaknesses during the audit period. The results of the firm's tests found no instances of noncompliance or other matters required to be reported under Government Auditing Standards. In other words, it was a clean report.

SINGLE AUDIT – STATE SINGLE AUDIT ACT

- Due to the significant amount of state grants/loans received during 2022-2023, the City was required to include the following report:
- Report on Compliance for Each Major State Program; Report on Internal Control Over Compliance; In accordance with OMB Uniform Guidance; and the State Single Audit Implementation Act – Pages 146-147

Opinion on Each Major State Program – pg 146

In our opinion, the City of Eden complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended June 30, 2023.

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Mr. Gardner said the State Single Audio Report was based on spending more than \$500,000 in state money. They were required to report on compliance for each major state program and report on internal control over compliance in accordance with uniform guidance in the State Single Audit Implementation Act. In their opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended June 30, 2023. It was a clean report.

UNIFORM GUIDANCE – FEDERAL SINGLE AUDIT

- Due to the amount of federal government money expended (greater than \$750,000) during 2022-2023, the City was required to have an audit conducted in accordance with Uniform Guidance.
- The City was allowed to have an “Alternative Compliance Examination Engagement” conducted in lieu of a full single audit. A copy of this report was separately provided with a copy of the audit report.
- The examination was reduced in scope as compared with a full single audit but we are still required to give an opinion on compliance with specified requirements:
 - “In our opinion, City of Eden complied, in all material respects, with the specified requirements referenced above during the year ended June 30, 2023.”

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The final compliance audit was the Federal Single Audit required if the City spent \$750,000 of federal money. The City was allowed to have an Alternative Compliance Examination Engagement which was a separate report from the large audit report. It was reduced in scope but the firm was still required to give an opinion on compliance with that examination. The opinion was that the City complied, in all material respects, with the specified requirements referenced above during the year ended June 30, 2023. Again, that meant a clean audit.



Mr. Gardner noted Council had two letters – management and governance. The management letter listed items the firm wanted to note and bring to Council’s attention. It was addressed to management for a reason and if there were any questions they could contact the firm. The second was the governance letter. The firm was required to send out a letter at the end of the audit to governance. What they liked to pinpoint was on the second page, there was a section that said disagreements with management. Thankfully, there were no disagreements with management. City staff from the top down were extremely responsive to questions. They had a great relationship. It was nice to work with competent people who cared about their job. Hats off to everyone who was involved in helping with the audit.

Mayor Hall thanked the firm for the work they put in. As Mr. Gardner mentioned, the City’s staff was very knowledgeable and he appreciated the work they had done. He usually asked Ms. Rouse to repeat the fact that no one spent over what they had budgeted. It was a testament to the staff, department heads and manager that the health of the City’s financial status was, he would imagine, as good as it had ever been. They continued to provide services and tried to do it as least expensively as they could. He appreciated everyone taking good care of their departments and ensuring the audit was clean. He did wish that Rex Rouse could be at the meeting but wished him well in his recovery. The audit report was available to view by anyone.

SET MEETING AGENDA:

A motion was made by Council Member Epps to set the meeting agenda. Council Member Underwood seconded the motion. All members voted in favor of the motion. The motion carried 7-0.

PUBLIC HEARINGS:

There were none at this time.

REQUESTS AND PETITIONS OF CITIZENS:

There were none at this time.

UNFINISHED BUSINESS:

- a. Consideration of appointments to Boards and Commissions.

Planning and Community Development Director Kelly Stultz wrote in a memo: The following seats on the City Boards and Commissions are up for appointment or reappointment in 2024. When making appointments, please consider whether these persons have the time or the ability (for whatever reason) to attend regular meetings and participate in the activities of the board or commission. If you have questions, please do not hesitate to call. Ward 2 Councilman Nooc: Community Appearance – Martha Corum (Resigned).

Council Member Nooe said he needed to get with Planner Jeff Alderman for contact information for a potential appointee.

NEW BUSINESS:

There was none at this time.

REPORTS FROM STAFF:

- a. City Manager's Report.

Mayor Hall called on Mr. Mendenhall.

Mr. Mendenhall said he would be happy to answer any questions about the report. He asked Ms. Stultz to give grant information from Raleigh that had been helpful.

Ms. Stultz said the environmental record for Draper School had been received that day. The state took a review of the neighborhood and those kinds of things and it went through multiple levels of state departments. A notice of intent to request a release of funds, which informed the public that the environmental review was available for examination, would be published the following day. The environmental review documents were on the counter in the Planning and Community Development Department. All comments must be received by January 25, 2024. Staff would officially file the request to release funds the first or second week of February.

Council Member Underwood asked if that included the fire station.

Ms. Stultz said no, it was only for the school.

Council Member Underwood asked if she knew when the funds would be released so work could start.

Ms. Stultz said staff had pushed as hard as they could. They had positive communication regarding the fire station that day.

Council Member Ellis said it was great news about the school so they could move forward.

Mayor Hall thanked him and said the detailed report was available at the meeting, online and in Eden's Own Journal.

City Manager's Report: January 2024 - City Manager Jon Mendenhall

PARKS & RECREATION DEPARTMENT

Recreation Division

Bridge Street Recreation Center: Bridge Street Recreation Center stays busy with daily walkers, fitness classes. Prowler Basketball are having practice and games.

Mill Avenue Recreation: Pickleball is played Monday, Wednesday, Friday and Sunday afternoons. We are having open gym during the week for citizens that work can come play basketball.

Freedom Park: We have removed the playground at Freedom Park and the grading has been completed.

Senior Center: The seniors are staying busy with daily activities.

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

Local Codes and Inspections

Minutes of the January 16, 2024 meeting of the City Council, City of Eden:

We are still receiving nuisance complaints either by phone or through our SeeClickFix App available to all citizens. While we still only have one inspector, complaints continue to be addressed in a timely manner and notices sent as needed. The inspector is also checking for other code violations as he sees them out in the field and submitting them to have notices sent to the property owners. Most abatements are being handled by outside contractors as Facility Maintenance is tied up with other duties.

Local Codes Inspections December 01– December 31, 2023

Total Local Code Inspections Performed	10
Local Code Notices Sent	1
Local Codes Abated	4

Permits

Building and trade permit applications are received in person, via e-mail and by fax then issued from the Planning Dept. Hard copies of permits are mailed to contractors usually once a week on Friday. A copy of each permit is filed by the property address for each trade.

Inspections & Permits October,2023

Total Inspections Performed	161 (Does not include fire inspections)
Total Permits Issued	80

Boards & Commissions

The Community Appearance Commission (CAC) did not meet for the month of December.
The Historic Preservation Commission (HPC) did not meet for the month of December.
The Tree Board did not meet for the month of December.
The Planning Board did not meet for the month of December due to there being no cases.

Christmas Tree Lighting Campaign

The Tree Board launched their “Christmas Tree Lighting Campaign” on City social media and website pages to encourage citizens to decorate a tree on their property for the upcoming Holiday season. This campaign also encourages citizens to re-plant their live Christmas Tree on their property if possible.

POLICE DEPARTMENT

All of our officers have successfully qualified with the new Glock Pistols. The transition was seamless, as expected, and there has been an overwhelming positive response to carrying a tried-and-true Duty Weapon. We ordered and received six 2023 Dodge Durango’s. One Durango, assigned to administration, has been upfitted and is now in service. Three of the patrol Durango’s have now been fully upfitted and are in service. Our new vehicle’s graphic designs have received multiple compliments from community members. Our three, full-time trainees in the RCC BLET Program successfully completed the program and have begun their Field Training program. Isaac Bibee also graduated BLET in December and has been hired as an employee. Bibee is in the field training program. We received information from CJ Standards that we should anticipate a 5–7-week delay in received approval for certification for our new hires.

FIRE DEPARTMENT

Station 1 has completed the installation of the weather siren. Station 2 is still under construction. The City of Eden Fire Department employee Christmas dinner was held on December 7. Wesley Priddy was presented with the Firefighter of the Year award.

PUBLIC WORKS DEPARTMENT

Streets

Trucks/plows for snow season were tested ahead of schedule in December, leaf season has for all intents and purposes come to an end. Maintenance activities have focused on patching (based on asphalt plant availability) and smaller concrete patch work that was delayed due to the two large projects (Monroe St and fuel depot).

Construction

Construction completed work on the canopy pad in cooperation with Street Division. Roadside drainage improvements were made in the vicinity of Hundley St. and Carolina Ave. Construction plans to do some radius improvements in the public works yard at the new fuel depot, construct an access road to the Metro Pump Station, complete some waterline cutover work in the Circle Drive vicinity and waterline work on Hunter Lane. Some of the waterline work will be weather (temperature dependent)

Collections & Distribution

The Collections & Distribution Division is continuing the proactive work on waterline and sewer line maintenance; given seasonal change (temperature) the incidence of water leaks has decreased to 22 the past month (32 being the average).

Solid Waste

Solid Waste Division is continuing to work on collection of solid waste and transferring/hauling it to the landfill. The amount of municipal solid waste (MSW) hauled in the past month was 478 tons, which is lower than the moving average of 501.27 tons.

Fleet

The Fleet Division is continuing to work on the fuel depot at Klyce Street, installers are wrapping up their work on the installation of the fuel tanks and dispensers; the switch-over to the new system and new tanks is imminent, thereafter the old system will be held as a back-up and after several weeks the decommissioning process will begin which will result in the demolition/removal of the existing fuel system.

Utilities

Utilities are continuing working on the North Basin at the WWTP, biosolids have been removed from the basin after it was dewatered. A problem has been noted with Clarifier #3 and work is being scheduled to address some gear-shaft related issues with that clarifier. The Sludge scrapper at the WTP has been delayed until spring to accommodate the switch-over to DelPac. Various grants are in the process of being applied for including the BRIC grant. The Purina sewer re-routing and the renovation of Railroad PS are being designed. A firm has been contracted to provide the necessary compliance information on the new EPA lead and copper rules. The chlorine conversion design work for both plants is nearing 90% complete.

CONSENT AGENDA:

- a. Approval and adoption of the December 19 Council meeting minutes.
- b. Approval and adoption of a resolution authorizing electronic means of advertisement for the RFP for an audio system upgrade.

IT Analyst Taylor Rorrer wrote in a memo: The City of Eden intends to electronically advertise an RFP to accept proposals for upgrading all audio equipment in the council chambers. Advertising electronically will save on costs and allow more prospective vendors to submit proposals. City Staff asks for Council authorization to begin the electronic RFP advertisement by adoption of the attached resolution.

RESOLUTION AUTHORIZING THE ELECTRONIC MEANS OF ADVERTISEMENT FOR THE RFP FOR THE AUDIO SYSTEM UPGRADE

WHEREAS, the City of Eden intends to solicit proposals from with vendors for an audio system upgrade solution for all audio equipment in the council chambers; and

WHEREAS, the City of Eden desires to comply with all requirements of North Carolina General Statutes § 143-129.8. for the Purchase of information technology goods and services; and

Minutes of the January 16, 2024 meeting of the City Council, City of Eden:

WHEREAS, pursuant to North Carolina General Statute §143-129.8 and 143-129 (B), the City Council must authorize the decision to advertise the notice for the Request for Proposals solely by electronic means; and

WHEREAS, The City desires to publish this notice solely by electronic means via the City of Eden website; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council for the City of Eden that notice for the Request for Proposals for the Audio System Upgrade shall be advertised solely by electronic means.

APPROVED, ADOPTED AND EFFECTIVE this 16 day of January, 2024.

CITY OF EDEN

By: Neville Hall, Mayor

Attest: Deanna Hunt, City Clerk

- c. Approval and adoption of an amendment resolution, grant project ordinance and amended grant project ordinance for the CDBG-NR (Draper) project.

Ms. Stultz wrote in a memo: At the December 21, 2023, City Council meeting, a public hearing was held to hear any comments on amending the Community Development Block Grant #18-C-3071 to reallocate funds and add Fire Station No. 2 to the project. The attached Resolution and Ordinances are required by the N. C. Department of Commerce to proceed with this grant and rehabilitation of Fire Station No. 2. Please authorize the amendments and the execution of these documents.

CITY OF EDEN FY 18/19 COMMUNITY DEVELOPMENT BLOCK GRANT # 18-C-3071
NEIGHBORHOOD REVITALIZATION AMENDED GRANT PROJECT ORDINANCE

Be it ordained by the City Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1. The project authorized is the Community Development Project described in the work statement contained in Grant Agreement 18-C-3071 between the City and the North Carolina Department of Commerce (DOC) Rural Economic Development Division (REDD). This project is known as the 2018/2019 Neighborhood Revitalization Project.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the North Carolina Department of Commerce and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

Community Development Block Grant	\$750,000.00
Local Match	\$0.00
Total	\$750,000.00

Section 4. The following amounts are appropriated for the project:

Rehabilitation of Privately Owned Dwellings	\$675,000.00
Administration	\$75,000.00
Total	\$750,000.00

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the Grant Agreement and Federal and State regulations.

Section 6. Funds will be requisitioned from the State after submission of documentation to the City. The City upon actual receipt of CDBG funds will make disbursement of funds from the State. Compliance with all federal and state procurement regulations is required.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Minutes of the January 16, 2024 meeting of the City Council, City of Eden:

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Council.

Section 9. Copies of this Amended Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Section 10. The above amended budget is contingent upon final release and approval of the CDBG-NR Program Amendment from REDD.

Adopted this 16th day of January, 2024.
By Neville Hall, Mayor
Attest: Deanna Hunt, City Clerk

CITY OF EDEN FY 18/19 COMMUNITY DEVELOPMENT BLOCK GRANT # 18-C-3071
NEIGHBORHOOD REVITALIZATION AMENDED GRANT PROJECT ORDINANCE

Be it ordained by the City Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1. The project authorized is the Community Development Project described in the work statement contained in Grant Agreement 18-C-3071 between the City and the North Carolina Department of Commerce (DOC) Rural Economic Development Division (REDD). This project is known as the 2018/2019 Neighborhood Revitalization Project.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the North Carolina Department of Commerce and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

Community Development Block Grant	\$2,050,000
Local Match	\$0
Total Revenues	\$2,050,000

Section 4. The following amounts are appropriated for the project expenses:

Rehabilitation of Privately Owned Dwellings	\$675,000
Fire Protection Facilities	\$1,200,000
Administration	\$175,000
Total Expenses	\$2,050,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the Grant Agreement and Federal and State regulations.

Section 6. Funds will be requisitioned from the State after submission of documentation to the City. The City upon actual receipt of CDBG funds will make disbursement of funds from the State. Compliance with all federal and state procurement regulations is required.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Council.

Section 9. Copies of this Amended Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Section 10. The above amended budget is contingent upon final release and approval of the CDBG-NR Program Amendment from REDD.

Section 11. The above amended budget is contingent upon receipt of additional CDBG-NR funds from REDD.

Adopted this 16th day of January, 2024.

By Neville Hall, Mayor

Attest: Deanna Hunt, City Clerk

CITY OF EDEN FY 18/19 COMMUNITY DEVELOPMENT BLOCK GRANT # 18-C-3071
NEIGHBORHOOD REVITALIZATION AMENDMENT RESOLUTION

This Resolution authorizes an amendment to the City of Eden FY 18/19 Community Development Block Grant-Neighborhood Revitalization (CDBG-NR) Program.

WHEREAS, the City is participating in the Community Development Block Grant Program under Title 1 of the Housing and Community Development Act of 1974, as amended, administered by the North Carolina Department of Commerce (DOC) Rural Economic Development Division (REDD); and

WHEREAS, the City desires to amend the approved project activities and certifies that a public hearing, in accordance with the North Carolina CDBG-NR Program Regulations, was conducted on Tuesday, December 19, 2023, at 6:00 PM to discuss the proposed amendment.

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

1. That the amendment to the FY18/19 CDBG-NR Program is authorized.

Adopted this 16th day of January, 2024.

By Neville Hall, Mayor

Attest: Deanna Hunt, City Clerk

d. Approval of authorization to continue forward with the FEMA-BRIC grant review process.

Utilities Manager Melinda Ward wrote in a memo: The PTRC's Planning Department is seeking authorization for submitting a grant application to fund work and engineering of a proposed greenway in Eden as well as urgent water siphon repairs. Efforts are needed to pursue \$2.2 million in match toward an \$8.8 million FEMA-BRIC grant for work involving a proposed greenway, water siphon repair, and restored riparian corridor along the Dan and Smith River. The application is submitted to FEMA-BRIC within the US Department of Labor's Building Resilient Infrastructure and Communities Grant. PTRC is the lead applicant, providing grant writing and administration services in partnership with the city. After the initial review, Eden's application has been ranked number one in the state moving forward. This project is the product of many years of planning and various watershed and masterplan studies.

The BRIC grant program principles include:

- Supporting Community Capability and Capacity Building
- Undertaking hazard mitigation projects, to reduce risks faced from disaster
- Encouraging and enabling innovation
- Promoting partnerships and equity
- Enabling large infrastructure projects
- Maintaining Flexibility and Providing Consistency

If awarded, there will be a local match requirement of \$2.2 million dollars made up of previous and future grants and in-kind services. Eden will have over one year to designate the match before grant is awarded.

Sub applications are due by Monday, February 5th.

ACTION REQUESTED: The PTRC Planning Department requests authorization to move forward with the FEMA-BRIC grant through the US Department of Labor Program. PTRC also seeks agreement for the City of Eden to agree upon and find a \$2.2 million dollar match.

e. Approval and adoption of a resolution adopting a policy for mutual assistance with other law enforcement agencies.

City Attorney Erin Gilley and Police Chief Paul Moore wrote in a memo: N.C.G.S. §288 authorizes city and county law enforcement agencies to enter into mutual aid agreements. This statute requires a local law enforcement agency lending assistance to obtain authorization to enter a mutual assistance agreement from the governing body of its City. Once this authorization is obtained, the head of the agency, e.g. the chief may temporarily provide assistance to another agency if the assistance is requested in writing by the head of the other agency. Only one officer in the agency shall have the delegated authority at any time. The City in the past, has authorized specific mutual aid agreements between specific jurisdictions. If an emergency situation arises where there is need for law enforcement to act immediately, a general authorization would provide protection to the individual officers, as well as the City as a whole. Staff has prepared a general resolution authorizing the chief to enter into mutual assistance agreements but does not specify with which agencies the agreements may be executed. This type of resolution allows the chief to enter an agreement with additional agencies at a later date. No additional resolution would be required. The general resolution provides greater flexibility. This general resolution permits the chief to participate in mutual assistance agreements as the need arises. Based upon the foregoing, Staff recommends that you adopt the attached general resolution. Please do not hesitate to contact either of us if you should have any questions.

RESOLUTION ADOPTING A POLICY FOR MUTUAL ASSISTANCE
WITH OTHER LAW ENFORCEMENT AGENCIES

WHEREAS, pursuant to North Carolina General Statutes § 160A-288, the governing body of a city may adopt appropriate guidelines for the purpose of mutual assistance with other municipal and county law enforcement agencies; and

WHEREAS, pursuant to said laws, the law enforcement assistance to be rendered authorizes lending officers to work temporarily with officers of the requesting agencies, including in an undercover capacity, and lending equipment and supplies; and

WHEREAS, it is deemed to be in the best interests of the citizens of to adopt a reasonable policy and guidelines whereby reciprocal law enforcement assistance can be both rendered to and obtained from other governmental jurisdictions; and

WHEREAS, such reciprocal assistance is necessary for effective law enforcement for the protection of the citizens of the City of Eden, North Carolina.

NOW, THEREFORE, BE IT RESOLVED, by the City Council for the City of Eden that:

1. The Chief of Police is hereby authorized to enter into mutual assistance arrangements with other municipal and county law enforcement agencies, provided that the head of the requesting law enforcement agency makes such a request in writing.
2. The Chief of Police is hereby authorized to permit officers of the Police Department to work temporarily with officers of the requesting agency, including in an undercover capacity, and the Chief of Police may lend such equipment and supplies to requesting agencies as he/she deems advisable.
3. All such request and authorizations shall be in accordance with North Carolina General Statutes § 160A-288, as applicable.
4. While working with a requesting agency, an officer shall have the same jurisdiction, powers, rights, privileges and immunities (including those relating to the defense of civil actions and payment of judgments) as the officers of the requesting agency in addition to those the officer normally possesses.
5. While on duty with the requesting agency, an officer shall be subject to the lawful operational commands of the officer's superior officers in the requesting agency, but the officer shall for personnel and administrative purposes, remain under the control of the officer's own agency, including for purposes of pay. An officer shall furthermore be entitled to worker's compensation and the same benefits to the extent as though he were functioning within the normal scope of the officer's duties.
6. The Chief of Police is hereby authorized to enter into mutual assistance agreements with other law enforcement agencies in accordance with such reasonable arrangements, terms and conditions as may be agreed upon between the respective heads of the law enforcement agencies.

APPROVED, ADOPTED AND EFFECTIVE this 16 day of January 2024.

By: Neville Hall, Mayor

Attest: Deanna Hunt, City Clerk

A motion was made by Council Member Kirkman to approve the consent agenda. Council Member Epps seconded the motion. All members present voted in favor of the motion. The motion carried 7-0.

ANNOUNCEMENTS:

Mayor Hall said the budget retreat would be held Thursday at 10 a.m. He asked where it would be held.

Mr. Mendenhall said Council would be in the chambers for the majority of the meeting and lunch would be served in the Eden Room.

Council Member Underwood thanked all employees for the jobs that they did, the level of service they provided. He was pleased with the audit. The Public Works Department did an outstanding job. He wanted to thank those employees individually for what they did – they got down into holes in all kinds of weather. The Police and Fire Departments did outstanding jobs as well as far as what they had to do, put up with and what they had to see. He again thanked all City employees for what they did.

Council Member Ellis congratulated Mr. Mendenhall on the fine audit report. It was a positive direction. It may be one of the best they had achieved in many years. He congratulated all the City workers. The City would want to recognize it as the way they wanted to continue to grow.

ADJOURNMENT:

As there was no further business to discuss, a motion was made by unanimous consent to adjourn.

Respectfully submitted,

Deanna Hunt, City Clerk

ATTEST:

Neville Hall
Mayor